

Framework Schedule 6:(Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: **CH-1223**

THE BUYER:

THE SECRETARY OF STATE for Business, Energy & Industrial Strategy acting through the Registrar of Companies for England and Wales (“the Authority”)

BUYER ADDRESS:

Companies House
Crown Way
Cardiff
CF14 3UZ

THE SUPPLIER:

Rolfe Contracting Limited & RCL

SUPPLIER ADDRESS:

Watling House
St Albans
AL3 7RG

REGISTRATION NUMBER: **03370704**

DUNS NUMBER: 520036930

SID4GOV ID: **Unknown at this point**

This Order Form, when completed and executed by both Parties, forms a Call-Off Contract. Completion and execution of a Call-Off Contract may be achieved using an equivalent document or electronic purchase order system.

APPLICABLE FRAMEWORK CONTRACT:

This Order Form is for the provision of the Call-Off Deliverables and dated 16th November 2022

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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It's issued under the Framework Contract with the reference number RM6232 Lot 2a for Tenant building dilapidation works to hand back to the Landlord (companies House Offices at 80 Petty France, Saint James's, London, SW1H 9EX. (Ground Floor)

CALL-OFF LOT(S):

This Call-Off Contract is in relation to the following Lot (please select)

Lot	Tick as appropriate	Supplier accreditations required for the Lot
1a		ISO 9001, ISO 14001, Cyber Essentials
1b		ISO 9001, ISO 14001, Cyber Essentials
1c		ISO 9001, ISO 14001, ISO 27001, Cyber Essentials
2a	<input checked="" type="checkbox"/>	ISO 9001, ISO 14001, Cyber Essentials
2b		ISO 9001, ISO 14001, Cyber Essentials
2c		ISO 9001, ISO 14001, ISO 27001, Cyber Essentials
3a		ISO 9001, ISO 14001, Cyber Essentials
3b		ISO 9001, ISO 14001, Cyber Essentials
3c		ISO 9001, ISO 14001, ISO 27001, Cyber Essentials

ORDER INCORPORATED TERMS

The following terms shall apply to the Call-Off Contract:

Contract Type	Tick to apply applicable terms:
Annex A – CCS Public Sector Contract (PSC) Terms	<input checked="" type="checkbox"/>
Annex B – NEC3 Terms	<input type="checkbox"/>
Annex C – NEC4 Terms	<input type="checkbox"/>

Where a box is not ticked above, that annex (and the terms specified therein) shall not apply to the Call-Off Contract

ANNEX A

Public Sector Contract

The following documents are incorporated into this Call Off Contract. Where numbers are missing, we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. The Order Form including the relevant Joint Schedules and Call Off Schedules, but excluding Annexes B and C of the Order Form.
2. Joint Schedule 1(Definitions and Interpretation) RM6232 Lot 2a
3. Framework Special Term
4. The following Schedules in equal order of precedence:
 - **Joint Schedules for RM6232**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 12 (Supply Chain Visibility)
 - **Call-Off Schedules for RM6232**
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 25 (Billable Works and Projects)
 - Call-Off Schedule 26 (Buyer Remedies for Default and Step in Rights)
 - Call-Off Schedule 27 (Accessed Contracts and Construction Contracts)
 - Call-Off Schedule 28 (TUPE Surcharge)
 - Call-Off Schedule 29 (Redundancy Surcharge)
 - Call-Off Schedule 33 (Consortium Bids)
1. CCS PSC Core Terms (Version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility)

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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3. [Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.]
4. No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

EFFECTIVE DATE: 17th November 2022

DATE THE CONTRACT PERIOD COMMENCES: 12th December 2022

START DATE / DATE THE CALL-OFF INITIAL PERIOD COMMENCES: 12th December 2022

DATE CALL-OFF INITIAL PERIOD ENDS): 10th February 2023

CALL OFF OPTIONAL EXTENSION: Up to 31st March 2023 upon agreement by both parties

CALL-OFF DELIVERABLES

Tenant building dilapidation works to hand back to the Landlord (companies House Offices at 80 Petty France, Saint James's, London, SW1H 9EX, Ground Floor) As per supplier's quotation dated 8th November 2022

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

DRAWN DOWN DELIVERABLES:

80 Petty France, Saint James's, London, SW1H 9EX (Ground Floor)

The duration for the provision of these Deliverables will be over the following period: 12th December 2022 to 10th February 2023 unless otherwise extended.

CALL-OFF CHARGES

£50,474.08

TARGET COST

PAYMENT METHOD

Framework Ref: RM6232

Project Version: v1.0

Model Version: v3.7

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30 days of receipt of a valid invoice via BACS

Invoices submitted monthly based on valuations of work completed.

BUYER'S INVOICE ADDRESS:

Accounts Payable
Companies House
Crown Way
Cardiff
CF14 3UZ

email address: [REDACTED]

PASS THROUGH COSTS

Not Applicable

MORE FAVOURABLE COMMERCIAL TERMS

Not used

TUPE OPTION

Not Applicable

INCLUSIVE REPAIR THRESHOLD

Not used

BILLABLE WORKS

The estimated total value range for Billable Works shall be as set out below:

Tier	Estimated total value range
Tier Four Billable Works	Above £25,000

BILLABLE WORKS NOT REQUIRING APPROVAL

Not used

BUSINESS CRITICAL EVENTS

Not used

WARRANTY

The Supplier must provide Deliverables with a warranty of at least 90 days from Delivery against all obvious defects.

FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives do not apply to this Call-Off Contract.

BUYER'S AUTHORISED REPRESENTATIVE:

[REDACTED]
[REDACTED]

BUYER NOTICES

[REDACTED]
[REDACTED]

BUYER'S ENVIRONMENTAL POLICY

[Companies House environmental policy 2022 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/companies-house-environmental-policy-2022)

BUYER'S SECURITY POLICY

[Companies House information security and assurance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/companies-house-information-security-and-assurance)

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]

**Watling House
Dunstable Road
Redbourn
St Albans
Hertfordshire
AL3 7RG**

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
[REDACTED]
[REDACTED]

**Watling House
Dunstable Road
Redbourn
St Albans**

Framework Ref: RM6232
Project Version: v1.0
Model Version: v3.7

Hertfordshire
AL3 7RG

PROGRESS REPORT FREQUENCY:

On the first Working Day of each week

PROGRESS MEETING FREQUENCY

Weekly on the first Working Day of each week

KEY ROLES/STAFF:

[REDACTED]
[REDACTED]
[REDACTED]

Watling House
Dunstable Road
Redbourn
St Albans
Hertfordshire
AL3 7RG

KEY SUBCONTRACTORS:

Works to be undertaken directly by RCL

E-AUCTIONS:

Not Applicable

COMMERCIALLY SENSITIVE INFORMATION:

Supplier's Commercially Sensitive Information]

Not Applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SERVICE PERIOD:

Not applicable

KPI CREDITS, AT RISK % AND EARN BACK%:

Not Applicable

CONCESSION:

Not Applicable

PERFORMANCE BOND

Framework Ref: RM6232

Project Version: v1.0

Model Version: v3.7

Not Applicable







SOCIAL VALUE COMMITMENT

Not used

COUNTERPARTS

The Call-Off Contract may be executed in any number of counterparts, each of which when executed shall constitute a duplicate original, but all the counterparts shall together constitute the one agreement.

Transmission of an executed counterpart of this Call-Off Contract (but for the avoidance of doubt not just a signature page) by email (in PDF, JPEG or other agreed format) shall take effect as delivery of an executed counterpart of this Call-Off Contract. If either method of delivery is adopted, without prejudice to the validity of the Call-Off Contract thus made, each Party shall provide the others with the original of such counterpart as soon as reasonably possible thereafter

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:	16.11.22	Date:	17 th November 2022