



**RM6100 Technology Services 3 Agreement
Framework Schedule 4 - Annex 1
Lots 2, 3 and 5 Order Form**

Order Form

This Order Form is issued in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100 dated **14 August 2023 between** the Supplier (as defined below) and the Minister for the Cabinet Office (the "**Framework Agreement**") and should be used by Buyers after making a direct award or conducting a further competition under the Framework Agreement.

The Contract, referred to throughout this Order Form, means the contract between the Supplier and the Buyer (as defined below) (entered into pursuant to the terms of the Framework Agreement) consisting of this Order Form and the Call Off Terms. The Call-Off Terms are substantially the terms set out in Annex 2 to Schedule 4 to the Framework Agreement and copies of which are available from the Crown Commercial Service website <https://www.crowncommercial.gov.uk/agreements/RM6100> . The agreed Call-Off Terms for the Contract being set out as the Annex 1 to this Order Form.

The Supplier shall provide the Services and/or Goods specified in this Order Form (including any attachments to this Order Form) to the Buyer on and subject to the terms of the Contract for the duration of the Contract Period.

In this Order Form, capitalised expressions shall have the meanings set out in Schedule 1 (Definitions) of the Call-Off Terms

This Order Form shall comprise:

1. This document headed "Order Form";
2. Attachment 1 – Services Specification;
3. Annex 1 – Call Off Terms and Additional/Alternative Schedules and Clauses [not used].

The Order of Precedence shall be as set out in Clause 2.2 of the Call-Off Terms being:

- .1.1 the Framework, except Framework Schedule 18 (Tender);
- .1.2 the Order Form;
- .1.3 the Call Off Terms; and
- .1.4 Framework Schedule 18 (Tender).



Section A General information

Contract Details	
Contract Reference:	DESNZ_Prj_2366
Contract Title:	Climate Change Agreements Technical Alpha
Contract Description:	'Technical alpha', involving an in-depth options appraisal of the options for a new IT system.
Contract Anticipated Potential Value: this should set out the total potential value of the Contract	£79,353 exclusive of VAT. The Buyer reserves the right to uplift the value of this contract by up to 50% of the above value for resultant and related scope.
Estimated Year 1 Charges:	£79,353
Commencement Date: this should be the date of the last signature on Section E of this Order Form	14 August 2023.

Buyer details

Buyer organisation name

The Department for Energy Security and Net Zero.

Billing address

Your organisation's billing address - please ensure you include a postcode

After contract signature the Buyer will issue a Purchase Order which will contain invoice instructions.



Buyer representative name

The name of your point of contact for this Order

[REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]

Buyer representative contact details

Email and telephone contact details for the Buyer’s representative. This must include an email for the purpose of Clause 50.6 of the Contract.

[REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]

Buyer Project Reference

Please provide the customer project reference number.

CCA Successor Scheme

Supplier details

Supplier name

The supplier organisation name, as it appears in the Framework Agreement

The Public Service Consultants Limited (‘The PSC’).

The PSC is the trading name of The Public Service Consultants Limited.

Registered in the UK.

Company number 05671510 registered in England and Wales.

Registered office: 45 Pall Mall, London SW1Y 5JG.

Supplier address

Supplier’s registered address

The PSC

45 Pall Mall,

London SW1Y 5JG.

Supplier representative name

The name of the Supplier point of contact for this Order

[REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]

Supplier representative contact details

Email and telephone contact details of the supplier’s representative. This must include an email for the purpose of Clause 50.6 of the Contract.

Email: [REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]



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Tel: [REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]

Order reference number or the Supplier's Catalogue Service Offer Reference Number
Technical Alpha Proposal V2 dated 8/8/23.

Guarantor details [not applicable]



Section B
Part A – Framework Lot

Framework Lot under which this Order is being placed

Tick one box below as applicable (unless a cross-Lot Further Competition or Direct Award, which case, tick Lot 1 also where the buyer is procuring technology strategy & Services Design in addition to Lots 2, 3 and/or 5. Where Lot 1 is also selected then this Order Form and corresponding Call-Off Terms shall apply and the Buyer is not required to complete the Lot 1 Order Form.

- | | |
|--|--------------------------|
| 1. TECHNOLOGY STRATEGY & SERVICES DESIGN | <input type="checkbox"/> |
| 2. TRANSITION & TRANSFORMATION | TICK |
| 3. OPERATIONAL SERVICES | |
| a: End User Services | <input type="checkbox"/> |
| b: Operational Management | <input type="checkbox"/> |
| c: Technical Management | <input type="checkbox"/> |
| d: Application and Data Management | <input type="checkbox"/> |
| 5. SERVICE INTEGRATION AND MANAGEMENT | <input type="checkbox"/> |

Part B – The Services Requirement

Commencement Date

See above in Section A

Contract Period

Guidance Note – this should be a period which does not exceed the maximum durations specified per Lot below:

Lot	Maximum Term (including Initial Term and Extension Period) – Months (Years)
2	36 (3)
3	60 (5)
5	60 (5)



Initial Term Months

2

Extension Period (Optional) Months

1

Minimum Notice Period for exercise of Termination Without Cause 2 working days
(Calendar days) *Insert right (see Clause 35.1.9 of the Call-Off Terms)*

Sites for the provision of the Services

Guidance Note - Insert details of the sites at which the Supplier will provide the Services, which shall include details of the Buyer Premises, Supplier premises and any third party premises.

The Supplier shall provide the Services from the following Sites:

The services shall be delivered remotely by the Supplier.

Buyer Assets

Guidance Note: see definition of Buyer Assets in Schedule 1 of the Call-Off Terms

Not applicable.

Additional Standards

Guidance Note: see Clause 13 (Standards) and the definition of Standards in Schedule 1 of the Contract. Schedule 1 (Definitions). Specify any particular standards that should apply to the Contract over and above the Standards.

Not Applicable

Buyer Security Policy

Guidance Note: where the Supplier is required to comply with the Buyer's Security Policy then append to this Order Form below.

Available online at: Security policy framework - GOV.UK (www.gov.uk)

Buyer ICT Policy

Guidance Note: where the Supplier is required to comply with the Buyer's ICT Policy then append to this Order Form below.

Not Applicable

Insurance

Per call-off framework T&Cs which can be found at <https://www.crowncommercial.gov.uk/agreements/RM6100>



Buyer Responsibilities

Guidance Note: list any applicable Buyer Responsibilities below.

[Buyer responsibility is stated in the proposal section 1.4, attached as Attachment 1 within this contract]

Goods

Guidance Note: list any Goods and their prices.

Not applicable.

Governance – Option Part A or Part B

Guidance Note: the Call-Off Terms has two options in respect of governance. Part A is the short form option and Part B is the long form option. The short form option should only be used where there is limited project governance required during the Contract Period.

Governance Schedule	Tick as applicable
Part A – Short Form Governance Schedule	<input type="checkbox"/> TICK
Part B – Long Form Governance Schedule	<input type="checkbox"/>

The Part selected above shall apply this Contract.

Change Control Procedure – Option Part A or Part B

Guidance Note: the Call-Off Terms has two options in respect of change control. Part A is the short form option and Part B is the long form option. The short form option should only be used where there is no requirement to include a complex change control procedure where operational and fast track changes will not be required.

Change Control Schedule	Tick as applicable
Part A – Short Form Change Control Schedule	<input type="checkbox"/> TICK
Part B – Long Form Change Control Schedule	<input type="checkbox"/>

The Part selected above shall apply this Contract. Where Part B is selected, the following information shall be incorporated into Part B of Schedule 5 (Change Control Procedure):

- for the purpose of Paragraph 3.1.2 (a), the figure shall be £[not applicable]]; and
- for the purpose of Paragraph 8.2.2, the figure shall be £[not applicable]].



Section C

Part A - Additional and Alternative Buyer Terms **[NOT USED]**

Part B - Additional Information Required for Additional Schedules/Clauses Selected in Part A
[NOT USED]

Section D Supplier Response

The supplier's proposal is attached as Attachment 1 within this contract

Commercially Sensitive information

Any confidential information that the Supplier considers sensitive for the duration of an awarded Contract should be included here. Please refer to definition of Commercially Sensitive Information in the Contract – *use specific references to sections rather than copying the relevant information here.*

SUPPLIER'S TECHNICAL PROPOSAL



Section E
Contract Award

This Call Off Contract is awarded in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100.

SIGNATURES

For and on behalf of the Supplier

Name	[REDACTED - PERSONALLY IDENTIFIABLE INFORMATION]
Job role/title	Managing Partner
Signature	[REDACTED - PERSONALLY IDENTIFIABLE INFORMATION]
Date	11/08/2023

For and on behalf of the Buyer

Name	[REDACTED - PERSONALLY IDENTIFIABLE INFORMATION]
Job role/title	Deputy Director – Industrial Decarbonisation & Emissions Trading
Signature	[REDACTED - PERSONALLY IDENTIFIABLE INFORMATION]
Date	16/8/23



Attachment 1 – Services Specification

[EMBEDDED SUPPLIER PROPOSAL – REDACTED AS CONTAINS COMMERCIALY SENSITIVE INFORMATION INCLUDING SUPPLIER’S INTELLECTUAL PROPERTY AND METHOLODOLIGIES. ALSO CONTAINS SENSITVE TECHNICAL INFORMATION REGARDING THE AUTHORITY’S IT SYSTEMS AND DATA]

The Supplier’s proposal Version 2 (dated 08/08/2023) embedded here constitutes the Statement of Work.



Attachment 2 – Charges and Invoicing

Part A – Milestone Payments and Delay Payments

#	Milestone Description	Milestone Payment amount (£GBP)	Milestone Date	Delay Payments (where Milestone) (£GBP per day)
M1	Per Statement of Work detailed above in Attachment 1 – Services Specification.	£79,353 (plus VAT)	Upon satisfactory completion of the work	N/A
M2	n/a			
M3	n/a			
M4	n/a			
M5	n/a			

Part B – Service Charges

Charge Number	Service Charges
[Service Line 1]	
[e.g. SL1C1]	Not applicable
[Service Line 2]	
[e.g. SL2C1]	Not applicable

Part C – Supplier Personnel Rate Card for Calculation of Time and Materials Charges

Staff Grade	Day Rate (£)
Senior Partner	[REDACTED – COMMERCIALY SENSITIVE]
Digital Director	[REDACTED – COMMERCIALY SENSITIVE]
Senior Service Designer	[REDACTED – COMMERCIALY SENSITIVE]
Project Manager	[REDACTED – COMMERCIALY SENSITIVE]
Senior Technology Assessor	[REDACTED – COMMERCIALY SENSITIVE]



Tech Assessor	[REDACTED – COMMERCIALY SENSITIVE]
Analyst	[REDACTED – COMMERCIALY SENSITIVE]
Junior analyst	[REDACTED – COMMERCIALY SENSITIVE]



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Part D – Risk Register **[Not used]**

Part E – Early Termination Fee(s) **[Not used]**

Attachment 3 – Outline Implementation Plan **[Not used]**

Attachment 4 – Service Levels and Service Credits **[Not used]**



Attachment 5 – Key Supplier Personnel and Key Sub-Contractors

.1.5 The Parties agree that they will update this Attachment 5 periodically to record any changes to Key Supplier Personnel and/or any Key Sub-Contractors appointed by the Supplier after the Commencement Date for the purposes of the delivery of the Services.

Part A – Key Supplier Personnel

Key Supplier Personnel	Key Role(s)	Duration
REDACTED – PERSONAL INFO	Technology lead/Digital Director	Contract period
REDACTED – PERSONAL INFO	Senior Service Designer	Contract period
REDACTED – PERSONAL INFO	Project manager	Contract period

Part B – Key Sub-Contractors

REDACTED – PERSONAL INFO

Key Sub-contractor name and address (if not the same as the registered office)	Registered office and company number	Related product/Service description	Key Sub-contract price expressed as a percentage of total projected Charges over the Contract Period	Key role in delivery of the Services
REDACTED – COMMERCIAL SENSITIVE				

Attachment 6 – Software [Not used]

Attachment 7 – Financial Distress [Not used]

- **Attachment 8 – Governance [per framework template]**

Attachment 9 – Schedule of Processing, Personal Data and Data Subjects

This Attachment 9 shall be completed by the Controller, who may take account of the view of the Processors, however the final decision as to the content of this Schedule shall be with the Buyer at its absolute discretion.

1.1.1.1 The contact details of the Buyer's Data Protection Officer are:

[REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]

1.1.1.2 The contact details of the Supplier's Data Protection Officer are: [REDACTED – PERSONALLY IDENTIFIABLE INFORMATION]

1.1.1.3 The Processor shall comply with any further written instructions with respect to processing by the Controller.

1.1.1.4 Any such further instructions shall be incorporated into this Attachment 9.

ATTACHMENT 10 – TRANSPARENCY REPORTS [NOT USED]

Annex 1 – Call Off Terms and Additional/Alternative Schedules and Clauses [Not used]