

## RM6187 Framework Schedule 6 (Order Form and Call-Off Schedules)

### Order Form

CALL-OFF REFERENCE: TAVI3108

THE BUYER: The Department for Transport

BUYER ADDRESS: Great Minster House, 33 Horseferry Road,  
London, SW1P 4DR

THE SUPPLIER: PA Consulting Services Limited

SUPPLIER ADDRESS: 10, Bressenden Place, London, SW1E 5DN

REGISTRATION NUMBER: 00414220

DUNS NUMBER: 211000617

### Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated 07/09/2022. It's issued under the Framework Contract with the reference number RM6187 for the provision of Ground Handler Review services.

### CALL-OFF LOT(S): N/A

### Call-off incorporated terms

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and can not be used. If the documents conflict, the following order of precedence applies:

1. This Order Form includes the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6187

3. The following Schedules in equal order of precedence:

### **Joint Schedules for RM6187 Management Consultancy Framework Three**

- Joint Schedule 1 (Definitions)
- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)

### **Call-Off Schedules**

- Call-Off Schedule 1 (Transparency Reports)
- Call-Off Schedule 7 (Key Supplier Staff)
- Call-Off Schedule 9 (Security) – Short Form
- Call-Off Schedule 15 (Call-Off Contract Management)

4. CCS Core Terms
5. Joint Schedule 5 (Corporate Social Responsibility)
6. 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.

Supplier terms are not 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.

### **Call-off special terms**

The following Special Terms are incorporated into this Call-Off Contract:

*Special Term 1 - The Buyer is only liable to reimburse the Supplier for any expense or any disbursement which is*

- (i) specified in this Contract or*
- (ii) which the Buyer has Approved prior to the Supplier incurring that expense or that disbursement. The Supplier may not invoice the Buyer for any other expenses or any other disbursements*

*Special Term 2- Core Terms Clause 3.2 'Goods' clauses are not used.*

**Call-off start date:** 07/09/2022

**Call-off expiry date:** 07/12/2022

**Call-off initial period:** 3 months

## **Call-off deliverables:**

Deliverables are outlined in the Statement of Requirements attached below:



TAV13108 Attachment  
3- Statement of Requi

This also includes your bid submission dated 30/08/2022 attached below:

## **REDACTED**

## **Security**

Short form security requirements apply

## **Maximum liability**

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

The Estimated Year 1 Charges used to calculate liability in the first contract year are:  
£199,500.00

## **Call-off charges**

A fixed price of £199,500.00 for the delivery of the requirement as per the Price Proposal attached below.

£103,812.00 for the delivery of Phase 1.

£95,688.00 for the delivery of Phase 2.

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in Framework Schedule 3 (Framework Prices)

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- Specific Change in Law
- Benchmarking using Call-Off Schedule 16 (Benchmarking)

## **Reimbursable expenses**

Recoverable as stated in Framework Schedule 3 (Framework Prices) paragraph 4.

### **Payment method**

The supplier shall submit an invoice to DfT, on completion of Phase 1 and then Phase 2 (when signed off by the Department). Payment will be made monthly by BACS. Invoices should be submitted electronically, along with a corresponding Purchase Order No and Goods Received Note obtained from the DfT Project Team

### **Buyer's invoice address**

SSa.invoice@sharedservicesarvato.co.uk

or:

DfT Shared Services Arvato  
Accounts Payable Team  
5 Sandringham Park  
Swansea Vale  
Swansea  
SA7 0EA

### **FINANCIAL TRANSPARENCY OBJECTIVES**

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

### **Buyer's authorised representative**

[REDACTED]

Deputy Director, Airport Policy

[REDACTED]

Great Minster House, 33 Horseferry Road,  
London, SW1P 4DR

### **Buyer's contract manager**

[REDACTED]

Commercial Policy Advisor

[REDACTED]

Great Minster House, 33 Horseferry Road,  
London, SW1P 4DR

### **Buyer's security policy**

N/A

### **Supplier's authorised representative**

[REDACTED]

Aviation Partner in Charge

### **Supplier's contract manager**

[REDACTED]  
Aviation Director

### **Progress report frequency**

The method and regularity of providing updates will be agreed following the start of the commission.

### **Progress meeting frequency**

The method and regularity of progress meetings will be agreed following the start of the commission.

### **Key staff**

As outlined in the Supplier's tender response

### **Key subcontractor(s)**

[REDACTED]

### **Commercially sensitive information**

No.	Item(s)	Duration of Confidentiality
1	Identity of professional staff, subcontractors and skills experience	5 years
2	Fee rates for professional staff and subcontractors	5 years
3	PA Consulting Methodologies and Tools	5 years

### **Service credits**

N/A

### **Additional insurances**

N/A

### **Guarantee**

N/A

### **Buyer's environmental and social value policy**

N/A

### **Social value commitment**

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)]

### **Formation of call off contract**

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off

Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

**For and on behalf of the Supplier:**


Signature: 

Name: 

Role: Aviation Partner in charge

Date: 07/09/2022

**For and on behalf of the Buyer:**

Signature: 

Name: 

Role: Commercial Relationship Manager

Date: 07/09/2022