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

**Order Form**

CALL-OFF REFERENCE: **CCTS24A41**

THE BUYER: **The Cornwall Council**

BUYER ADDRESS Redacted Text under FOIA section 40 – Personal Information

THE SUPPLIER: **Specialist Computer Centre**

SUPPLIER ADDRESS:Redacted Text under FOIA section 40 – Personal Information

REGISTRATION NUMBER:Redacted Text under FOIA section 40 – Personal Information

DUNS NUMBER: Redacted Text under FOIA section 40 – Personal Information

SID4GOV ID:Redacted Text under FOIA section 40 – Personal Information

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated **July 2025**

It’s issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 3 Software

CALL-OFF INCORPORATED TERMS

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. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM6098
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
* Joint Schedules for CCTS24A41
	+ 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)
* Call-Off Schedules for CCTS24A41
	+ Call-Off Schedule 3 (Continuous Improvement)
	+ Call-Off Schedule 5 (Pricing Details)
	+ Call-Off Schedule 6 (ICT Services)
	+ Call-Off Schedule 7 (Key Supplier Staff)
	+ Call-Off Schedule 9 (Security)
	+ Call-Off Schedule 10 (Exit Management)
	+ Call-Off Schedule 13 (Implementation Plan and Testing)
	+ Call-Off Schedule 14 (Service Levels)
	+ Call-Off Schedule 15 (Call-Off Contract Management)
	+ Call-Off Schedule 20 (Call-Off Specification)
1. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
2. Joint Schedule 5 (Corporate Social Responsibility) RM6098
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. Annexes A-E to Call-Off Schedule 6 (ICT Services)

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.

CALL-OFF SPECIAL TERMS

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

**None**.

CALL-OFF START DATE: 7 July 2025

CALL-OFF EXPIRY DATE: 6 July 2030

CALL-OFF INITIAL PERIOD: 5 years

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification).

LOCATION FOR DELIVERY

Redacted Text under FOIA section 40 – Personal Information

DATES FOR DELIVERY

See details in Call-Off Schedule 13 (Implementation Plan & Testing).

TESTING OF DELIVERABLES

See details in Call-Off Schedule 13 (Implementation Plan & Testing).

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 90 days.

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 isRedacted Text under FOIA section 43 Commercial Interests

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details).

REIMBURSABLE EXPENSES

None.

PAYMENT METHOD

Invoices shall be raised against Purchase Orders and paid via BACS.

BUYER’S INVOICE ADDRESS

Redacted Text under FOIA section 40 – Personal Information

BUYER’S AUTHORISED REPRESENTATIVE

Redacted Text under FOIA section 40 – Personal Information

BUYER’S ENVIRONMENTAL POLICY

Responsible procurement and commissioning policy available online: [www.cornwall.gov.uk/responsibleprocurement](http://www.cornwall.gov.uk/responsibleprocurement).

BUYER’S SECURITY POLICY

See details in the Third Party Security document.

SUPPLIER’S AUTHORISED REPRESENTATIVE

Redacted Text under FOIA section 40 – Personal Information

SUPPLIER’S CONTRACT MANAGER

Redacted Text under FOIA section 40 – Personal Information

PROGRESS REPORT FREQUENCY

On the first working day of each calendar month.

PROGRESS MEETING FREQUENCY

Quarterly on the first working day of each quarter.

KEY STAFF

Redacted Text under FOIA section 40 – Personal Information

KEY SUBCONTRACTOR(S)

**N/A**

COMMERCIALLY SENSITIVE INFORMATION

See details in Joint Schedule 4 (Commercially Sensitive Information).

SERVICE CREDITS

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).

ADDITIONAL INSURANCES

Not applicable.

GUARANTEE

Not applicable.

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).

|  |  |
| --- | --- |
| **For and on behalf of the Supplier:** | **For and on behalf of the Buyer:** |
| Signature: | Redacted Text under FOIA section 40 – Personal Information  | Signature: | Redacted Text under FOIA section 40 – Personal Information  |
| Name: | Redacted Text under FOIA section 40 – Personal Information  | Name: | Redacted Text under FOIA section 40 – Personal Information  |
| Role: | Redacted Text under FOIA section 40 – Personal Information  | Role: | Redacted Text under FOIA section 40 – Personal Information  |
| Date: |  | Date: |  |