

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

## Order Form

CALL-OFF REFERENCE: RM6226 Direct Award

THE BUYER: **AHDB**

BUYER ADDRESS Middlemarch Business Park, Siskin Parkway East,  
Coventry, CV3 4PE

THE SUPPLIER: **Shakespeare Martineau LLP**

SUPPLIER ADDRESS: [REDACTED]

REGISTRATION NUMBER: [REDACTED]

DUNS NUMBER: [REDACTED]

SID4GOV ID: [REDACTED]

### APPLICABLE FRAMEWORK CONTRACT – RM6226

This Order Form is for the provision of the Call-Off Deliverables and dated 2nd May 2024.

It's issued under the Framework Contract with the reference number RM6226 Framework Contract Reference number for the provision of Debt Resolution Services (Lot 6).

CALL-OFF LOT(S):

Lot number - Lot 6

## 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) **RM6226** framework reference number
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6226**
    - Joint Schedule 2 (Variation Form and Change Control Procedure)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 6 (Key Subcontractors)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for **RM6226**
    - Call-Off Schedule 5 (Pricing Details)
    - Call-Off Schedule 7 (Key Supplier Staff)
    - Call-Off Schedule 20 (Call-Off Specification)
    - Call-Off Schedule 21 (Northern Ireland Law)
5. CCS Core Terms (version 3.0.11)
6. Joint Schedule 5 (Corporate Social Responsibility) **RM6226** framework reference number
7. 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.

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

[None]

CALL-OFF START DATE: 7th May 2024

CALL-OFF EXPIRY DATE: 6th May 2025

CALL-OFF INITIAL PERIOD: 1 year

CALL-OFF OPTIONAL EXTENSION PERIOD 1+1+1+1

## CALL-OFF DELIVERABLES

Option B: See details in Call-Off Schedule 20 (Call-Off Specification)



Schedule 20  
Specification

## 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 is difficult to determine as it will be based on the work processed at the time and how many cases are being worked on and under review.

## CALL-OFF CHARGES

AHDB Legal Services Pricing Matrix		
Company specific information		
Company name	Shakespeare Martineau LLP	Supplier to complete with the name of the contracting company.
Instructions		
Please complete the following pricing matrix, breaking your total price down into the categories suggested.		
Prices will remain fixed for the duration of the call-off agreement.		
DEBT RECOVERY MENU OF FIXED COSTS		
Description	Fixed cost per item	Price (£)
Letter Before Action		
Communications with Levy Payer*		
Issue Court Proceedings		
Issue Judgment		
Reporting to AHDB*		
Enforcement Action		Please see below
Warrant of Control		
Writ of Control		
Statutory Demand		
Bankruptcy Petition		
Winding Up Petition		
Schedule of People Rates		Please see below
Description	Unit	Price (£)
Partner	per hour	
Partner	per day	
Senior Solicitor	per hour	
Senior Solicitor	per day	
Solicitor	per hour	
Solicitor	per day	
Junior Solicitor	per hour	
Junior Solicitor	per day	
Trainee/ Paralegal	per hour	
Trainee/ Paralegal	per day	

Charges for the Deliverables as mentioned above.

The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- [Indexation]
- [Specific Change in Law]

**REIMBURSABLE EXPENSES**

Only if discussed and agreed prior with AHDB

**PAYMENT METHOD**

BACS

**BUYER'S INVOICE ADDRESS:**

AHDB

Middlemarch Business Park, Siskin Parkway East, Coventry, CV3 4PE

[REDACTED]

**BUYER'S AUTHORISED REPRESENTATIVE**

Same as above

**BUYER'S ENVIRONMENTAL POLICY -Not Applicable**

**BUYER'S SECURITY POLICY – Not applicable**

[REDACTED]

**SUPPLIER'S CONTRACT MANAGER**

[REDACTED]

**PROGRESS REPORT FREQUENCY**

No specific requirements, but as agreed on individual instructions with AHDB

**PROGRESS MEETING FREQUENCY**

Quarterly on the first Working Day of each quarter or as discussed and agreed between Supplier and Buyer

**KEY STAFF**

[REDACTED]

[REDACTED]

**KEY SUBCONTRACTOR(S)**

Name (Registered name if registered):

Registration number (if registered):

Role of Subcontractor:

**Key Subcontractor 2**

Name (Registered name if registered):

Registration number (if registered):

Role of Subcontractor:

**Key Subcontractor 3**

Name (Registered name if registered):

Registration number (if registered):

Role of Subcontractor:

**Key Subcontractor 4**

Name (Registered name if registered):

Registration number (if registered):

Role of Subcontractor:

**COMMERCIALLY SENSITIVE INFORMATION**

Applicable on individual instructions, where commercially sensitive information may be shared between the Buyer and the Supplier

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

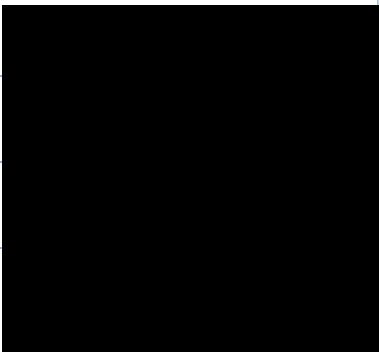

**GUARANTEE**

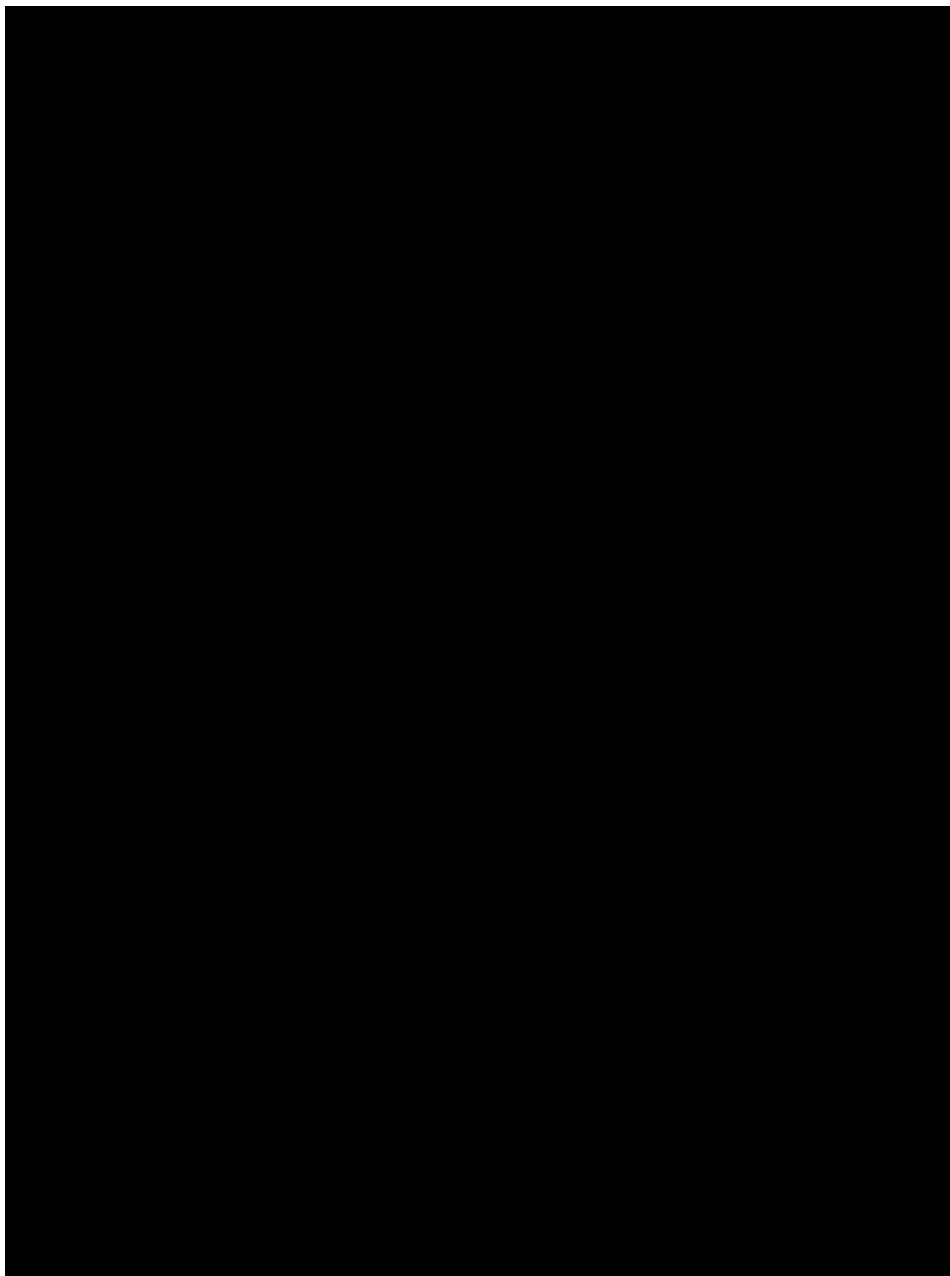
Not applicable

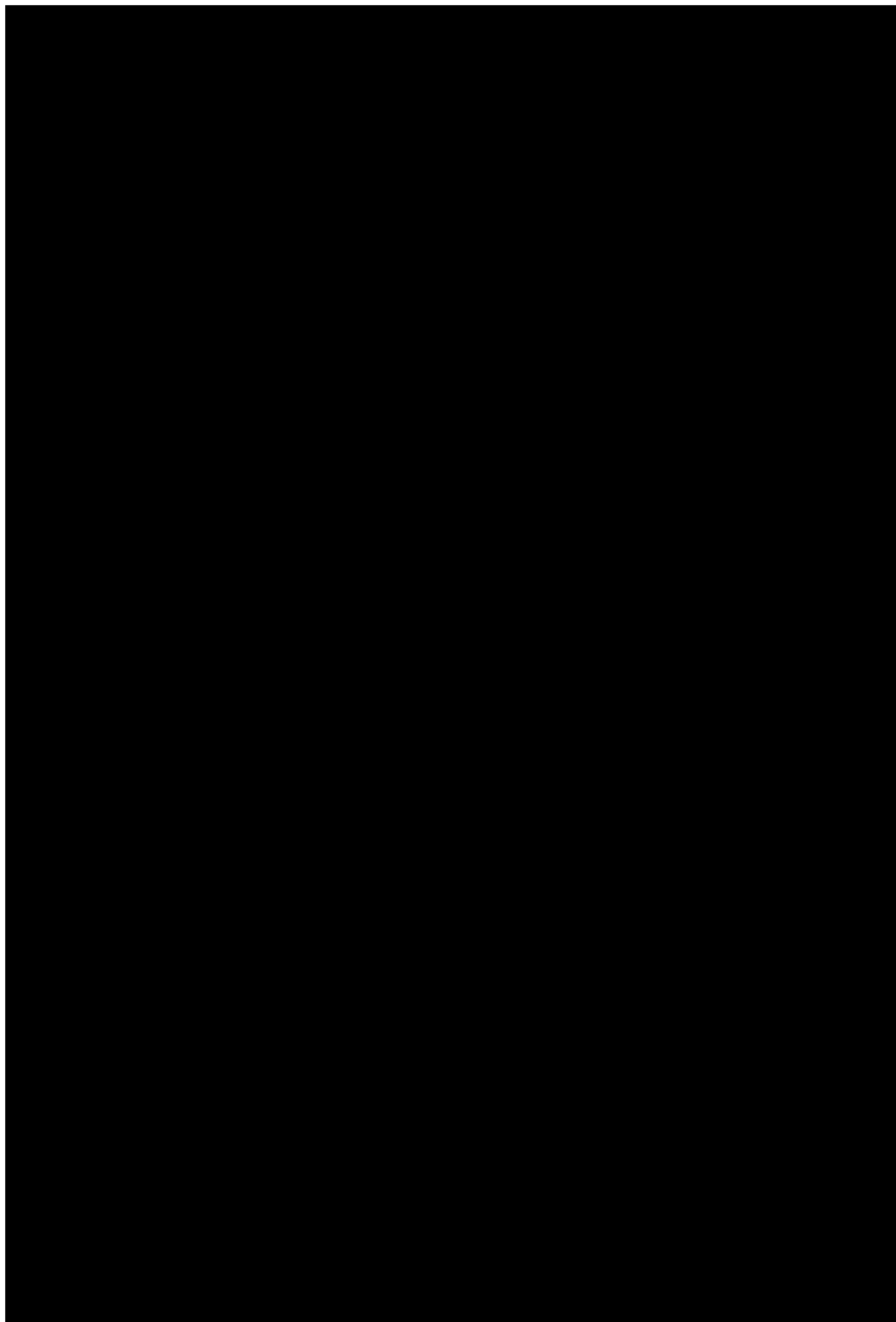
**SOCIAL VALUE COMMITMENT**

Not applicable

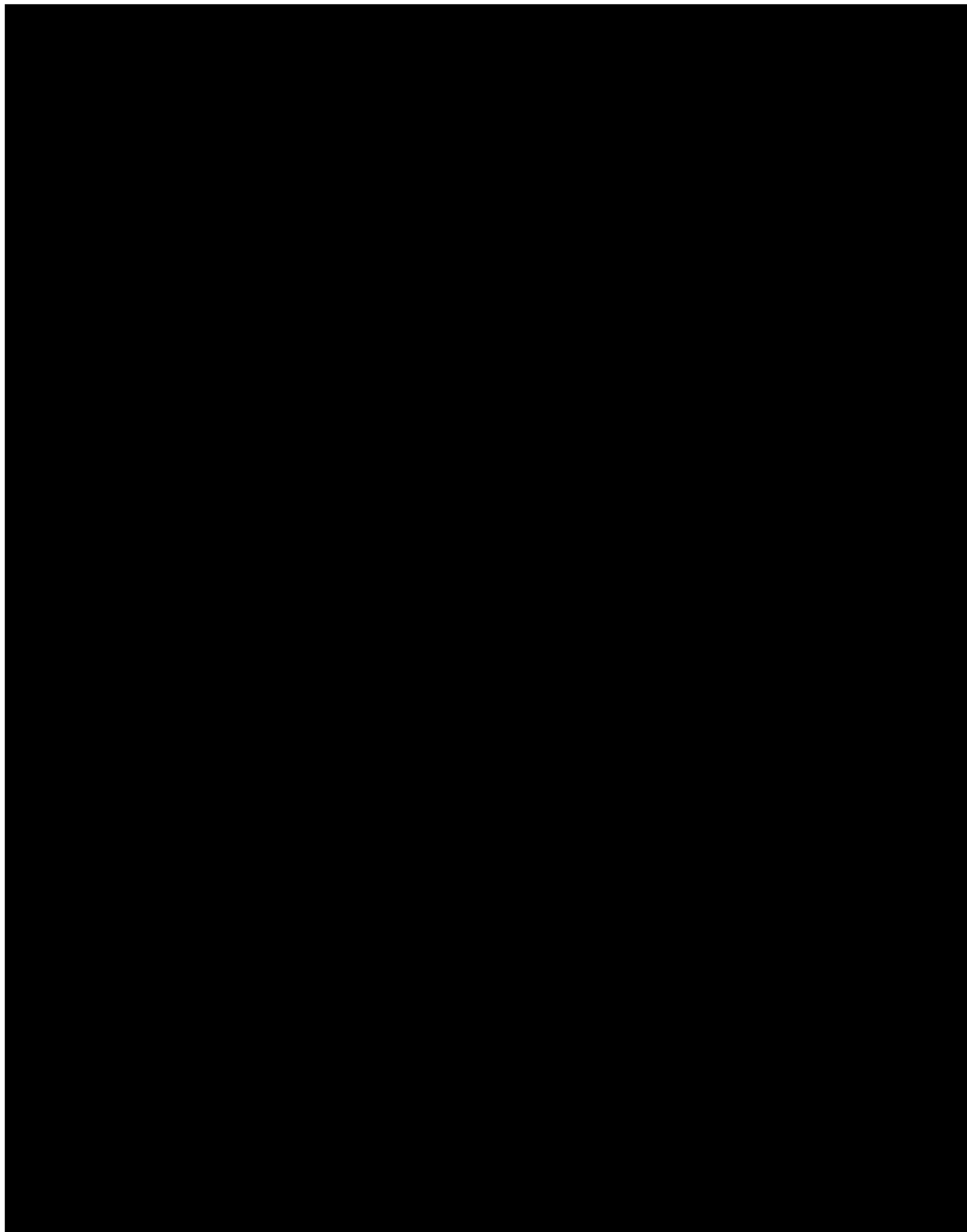
**Framework Schedule 6 (Order Form Template and Call-Off Schedules)**  
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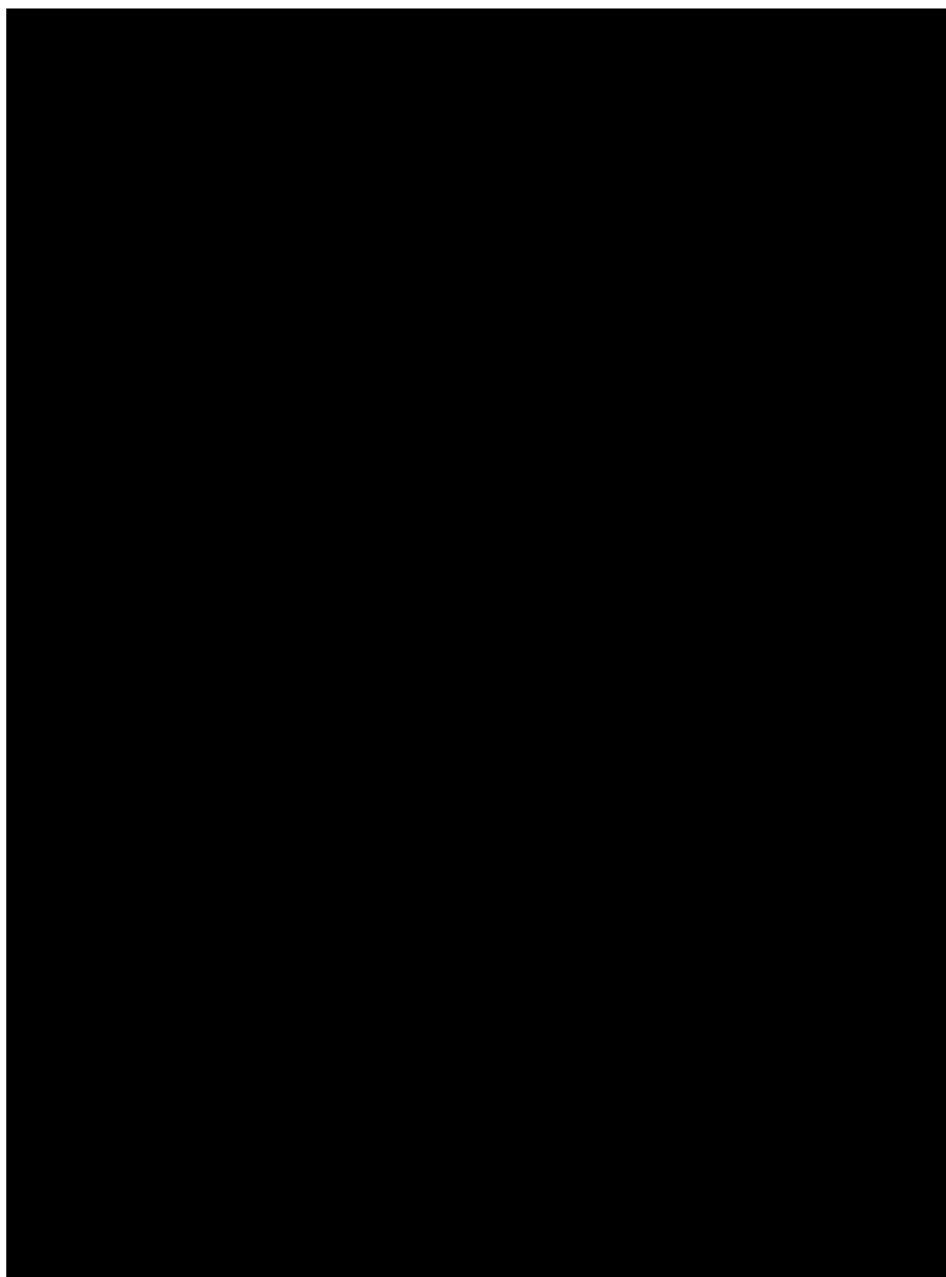
<b>For and on behalf of the Supplier:</b>		<b>For and on behalf of the Buyer:</b>	
Signature:		Signature:	
Name:			
Role:			
Date:			



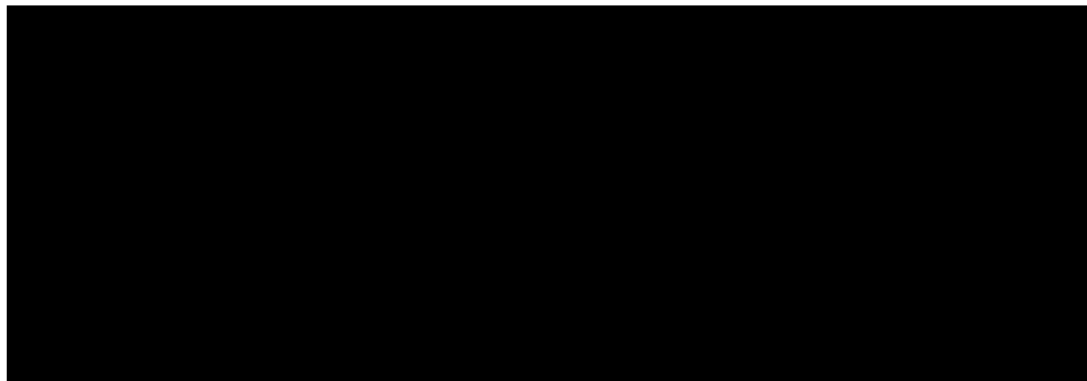
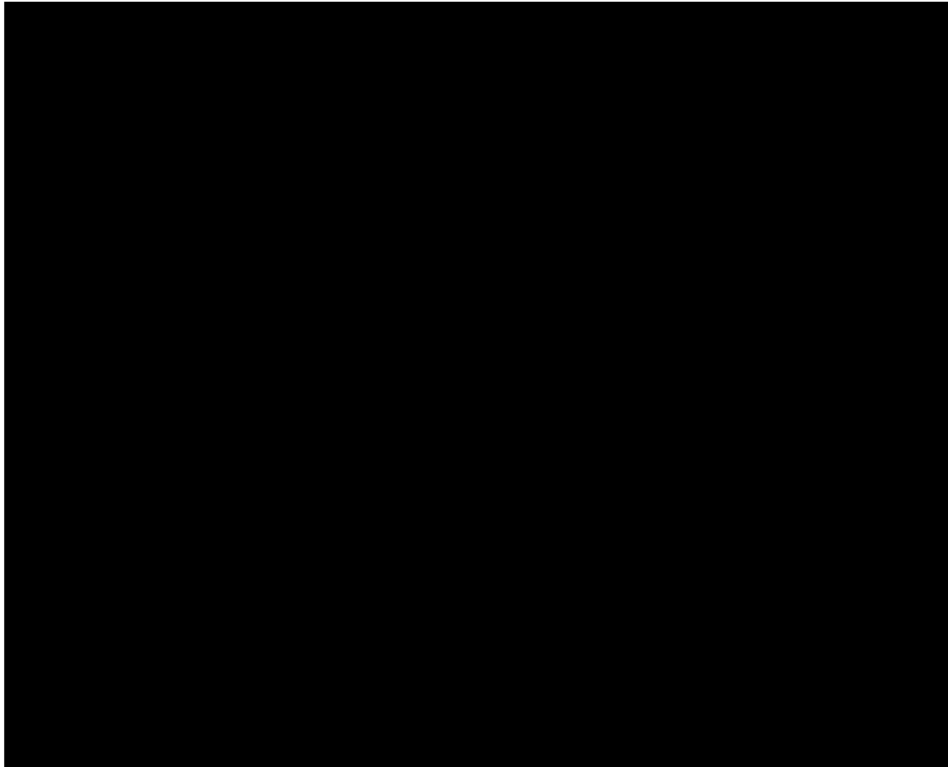




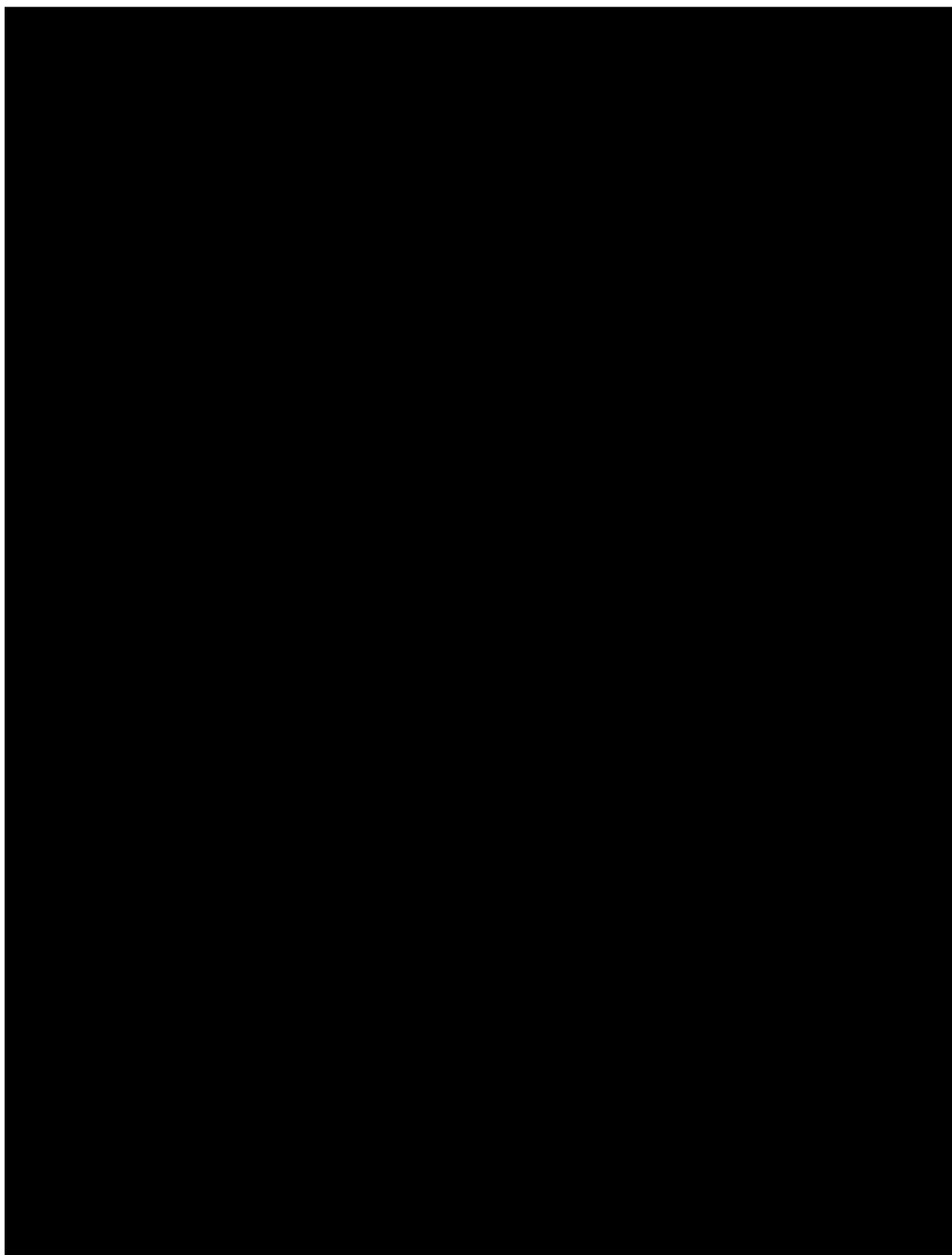


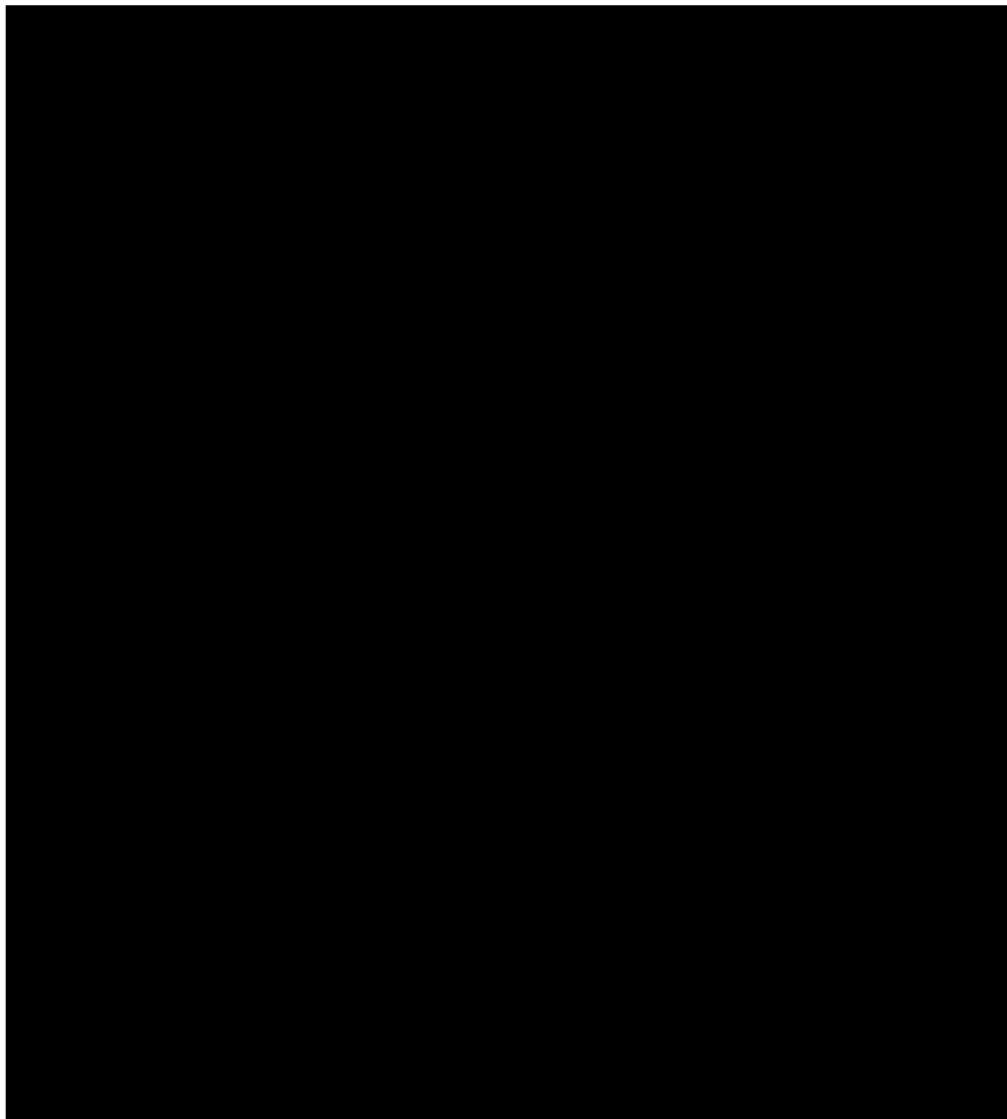








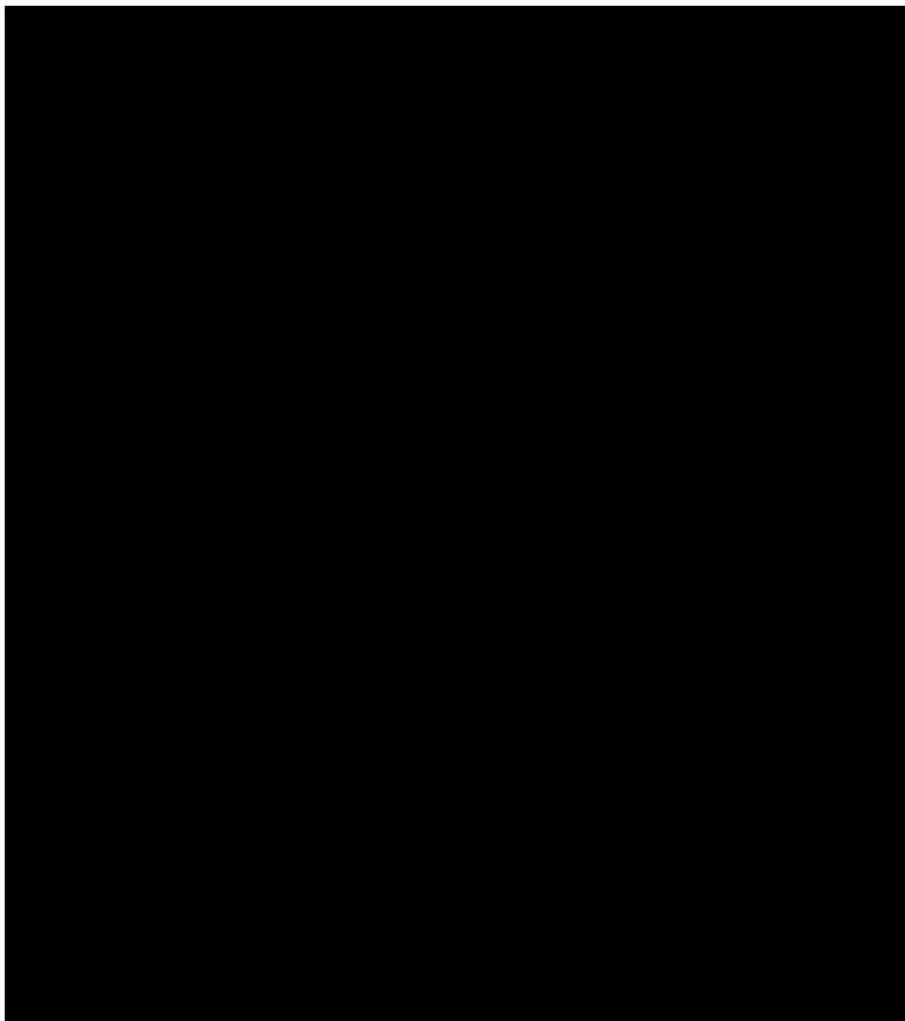


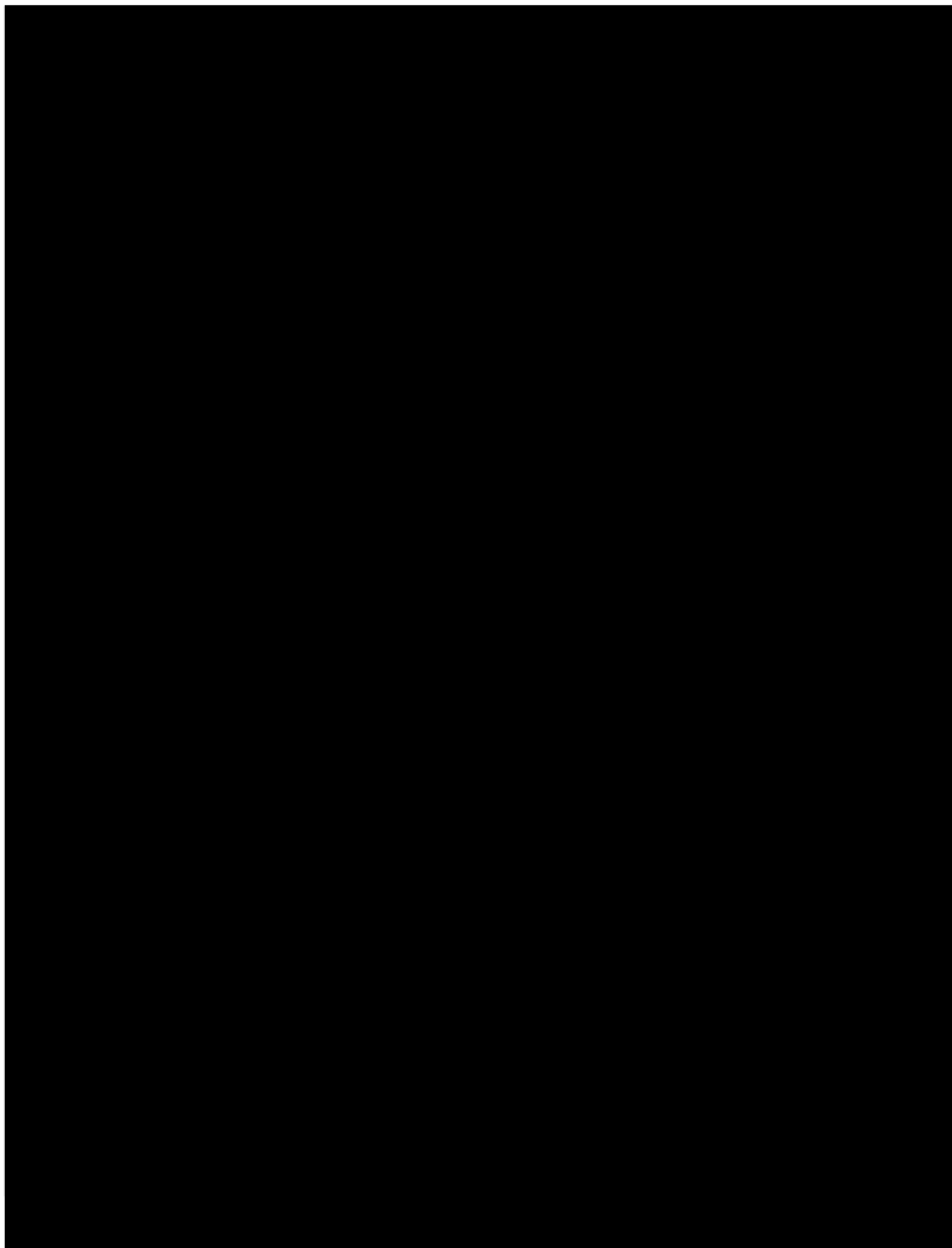


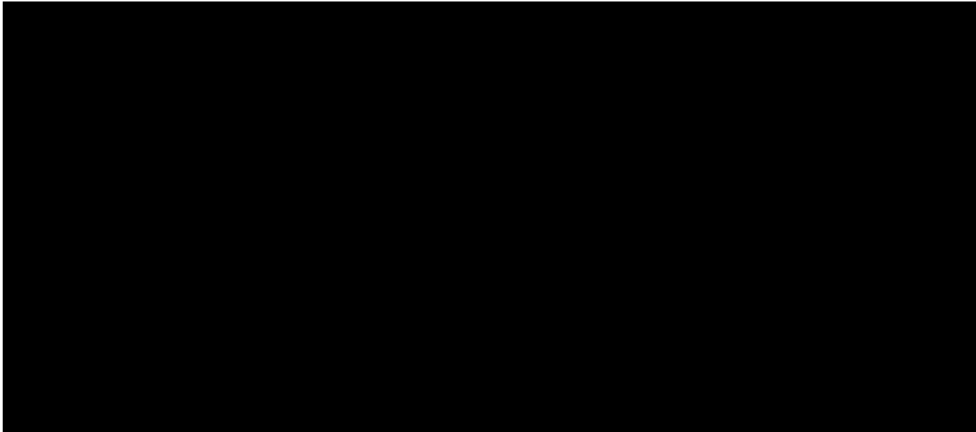


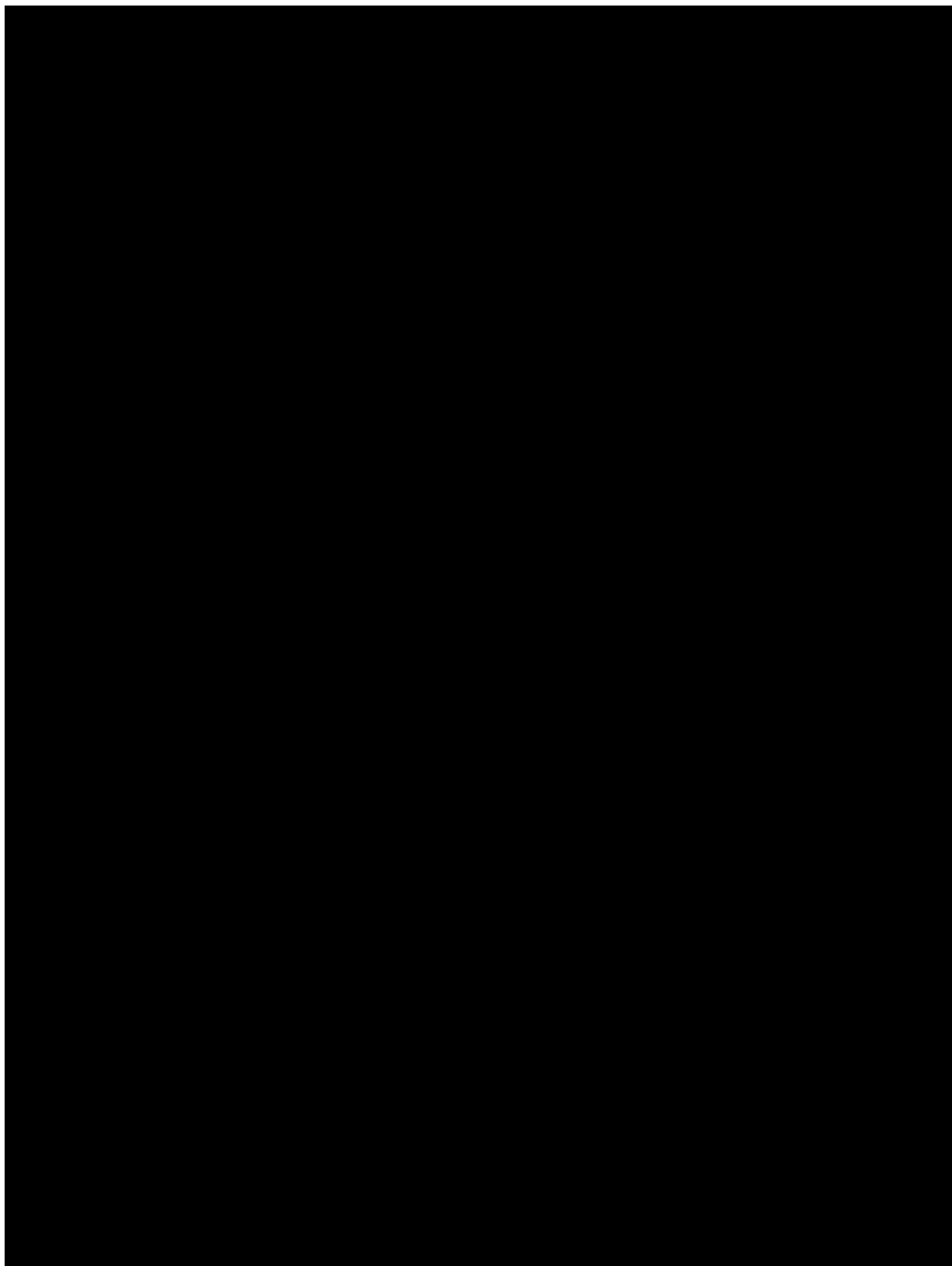




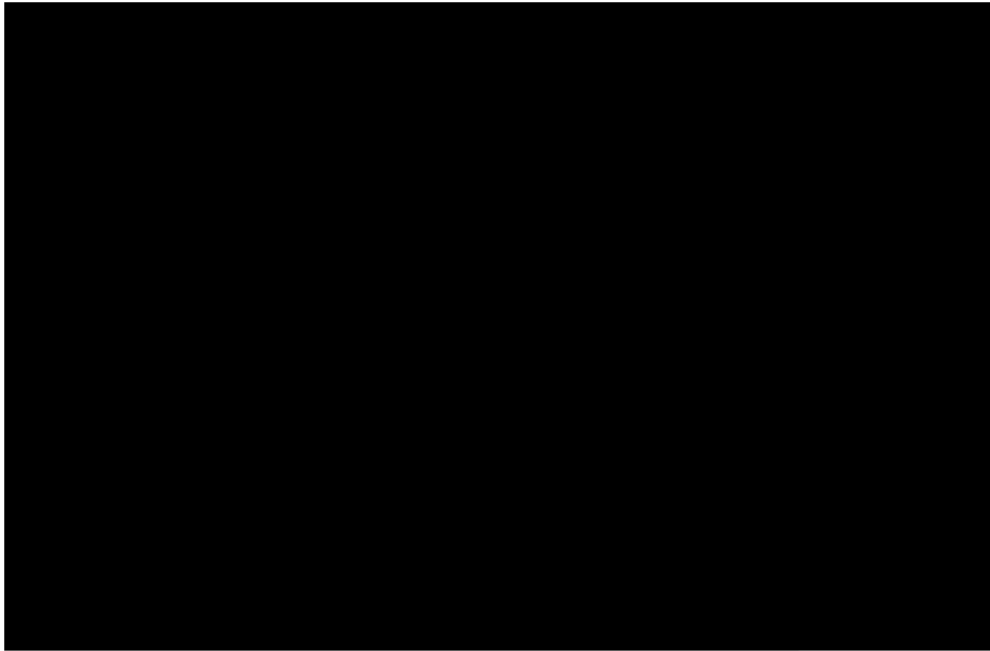












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