

Crown Commercial Service

Call Off Order Form for Management Consultancy Services

FRAMEWORK SCHEDULE 4

CALL OFF ORDER FORM

PART 1 – CALL OFF ORDER FORM

SECTION A

This Call Off Order Form is issued in accordance with the provisions of the Framework Agreement for the provision of expert debt advice on a scheme to protect consumer money in case of bonded travel insolvency dated **04 September 2018**.

The Supplier agrees to supply the Services specified below on and subject to the terms of this Call Off Contract.

For the avoidance of doubt this Call Off Contract consists of the terms set out in this Template Call Off Order Form and the Call Off Terms.

Order Number	4876/02/2021
From	Department for Business, Energy and Industrial Strategy 1 Victoria St London SW1H 0ET ("CUSTOMER")
To	Mazars LLP Tower Bridge House St. Katharine's Way London E1W 1DD ("SUPPLIER")
Date	16 March 2021 ("DATE")

SECTION B

1. CALL OFF CONTRACT PERIOD

1.1.	Commencement Date: 16 March 2021
1.2.	Expiry Date: End date of Initial Period: 31 March 2021 End date of Extension Period: N/A Minimum written notice to Supplier in respect of extension: N/A

2. SERVICES

2.1 Services required:

In Call Off Schedule 2 (Services)

The deliverable for this scope will be a final formal report delivered by no later than Wednesday 31 March 2021 [REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

	<p>[Redacted]</p> <ul style="list-style-type: none"> ■ [Redacted] ■ [Redacted] ■ [Redacted]
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3. PROJECT PLAN

3.1.	Project Plan: [In Call Off Schedule 4 (Project Plan)]
	N/A

4. CONTRACT PERFORMANCE

4.1.	Standards: N/A
4.2	Service Levels/Service Credits: Not applied
4.3	Critical Service Level Failure: Not applied
4.4	Performance Monitoring: Not applied
4.5	Period for providing Rectification Plan: In Clause 39.2.1(a) of the Call Off Terms

5. PERSONNEL

5.1	Key Personnel: [Redacted] [Redacted]
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	Not Applied
10.4	ICT Policy: Not applied
10.6	Business Continuity & Disaster Recovery: Not applied
10.7	NOT USED
10.8	Protection of Customer Data (Clause 35.2.3 of the Call Off Terms): N/A
10.9	<p>Notices (Clause 56.6 of the Call Off Terms):</p> <p>Customer’s postal address and email address: Department for Business Energy, and Industrial Strategy 1 Victoria St London SW1H 0ET ████████████████████ ████████████████████ ████████████████████</p> <p>Supplier’s postal address and email address: Mazars LLP Tower Bridge House St. Katharine’s Way London E1W 1DD ████████████████████ ████████████████████ ████████████████████ ████████████████████ ████████████████████ ████████████████████</p>
10.10	Transparency Reports Not used
10.11	Alternative and/or Additional Clauses from Call Off Schedule 14 and if required, any Customer alternative pricing mechanism:

10.14	Staff Transfer Annex to Schedule 10, List of Notified Sub-Contractors (Call Off Tender). N/A
10.15	Processing Data Call Off Schedule 17 ██ ████████████████████████████████████ ████████████████████████████████████ ████████████████████████████████ ████████████████████████████████████ ████████████████████████████████ ████████████████████████████████████ ████████████████████████████████

Contract Reference:	4876/02/2021
Date: XX March 2021	
Description Of Authorised Processing	Details
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation the Parties are independent controllers of Personal Data under this Framework Agreement.
Use of Personal Data	Managing the obligations under the Call Off Contract Agreement, including exit management, and other associated activities. The processing of names and business contact details of staff of both Customer and Supplier will be necessary to deliver the services exchanged during the course of the Call Off Contract, and to undertake contract and performance management. The Call Off Contract itself will include the names and business contact details of staff of both the Customer and the Supplier involved in managing the Call Off Contract.

Duration of the processing	For the duration of the Framework Contract plus 7 years.	
Nature and purposes of the processing	The nature of processing will include the storage and use of names and business contact details of staff of both the Customer and the Supplier as necessary to deliver the services and to undertake the Call off Contract and performance management. The Call off Contract itself will include the names and business contact details of staff of both the Customer and the Supplier involved in managing the Call Off Contract.	
Type of Personal Data	Names, business telephone numbers and email addresses, office location and position of staff of both the Customer and the Supplier as necessary to deliver the services and to undertake contract and performance management. The Call Off Contract itself will include the names and business contact details of staff of both the Customer and the Supplier involved in managing the Call Off Contract.	
Categories of Data Subject	Staff of the Customer and the Supplier, including where those employees are named within the Call Off Contract itself or involved within the contract management.	
10.16	MOD DEFCONs and DEFFORM	
	Call Off Schedule 15	
	N/A	

FORMATION OF CALL OFF CONTRACT

BY SIGNING AND RETURNING THIS CALL OFF ORDER FORM (which may be done by electronic means) the Supplier agrees to enter a Call Off Contract with the Customer to provide the Services in accordance with the terms 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.

In accordance with paragraph 7 of Framework Schedule 5 (Call Off Procedure), the Parties hereby acknowledge and agree that this Call Off Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of the Call Off Order Form from the Supplier within two (2) Working Days from such receipt.

For and on behalf of the Supplier:

Name and Title	[REDACTED]
Signature	[REDACTED] 19/03/2021 19:23:02
Date	[REDACTED]

For and on behalf of the Customer:

Name and Title	[REDACTED]
Signature	[REDACTED]
Date	22/03/2021



E-Sign.

This Document has been Signed with a **secure electronic signature** via E-Sign

Document Details

Title Call off order form Exper deb advice 16 03 2021

Author [Redacted]

Document Created on Fri 19 Mar 2021 19 10 12

Digital Fingerprint [Redacted]

Document Signers Scan/Click the QR Code to view signature in formation

Name [Redacted]

Email [Redacted]

Status **SIGNED** a Fri 19 Mar 2021 15 23 02 UTC 04 00

Signature Fingerprint [Redacted]



Name [Redacted]

Email [Redacted]

Status **SIGNED** a Mon 22 Mar 2021 11 50 55 UTC+01 00

Signature Fingerprint [Redacted]



Document History

Mon, 22 Mar 2021 10:50:56 [Redacted]

Fri, 19 Mar 2021 19:23:03 [Redacted]

Fri, 19 Mar 2021 19:23:03 [Redacted]

Fri, 19 Mar 2021 19:10:12 [Redacted]

19 Mar 2021 19:10:12 [Redacted]



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