

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

Order Form

CALL-OFF REFERENCE: PA0000002326

THE BUYER: Redacted under FOI act, Section 40: Personal Information on behalf of Defence Science and Technology Laboratory (Dstl)

BUYER ADDRESS Redacted under FOI act, Section 40: Personal Information

THE SUPPLIER: Redacted under FOI act, Section 40: Personal Information

SUPPLIER ADDRESS: Redacted under FOI act, Section 40: Personal Information

REGISTRATION NUMBER: Redacted under FOI act, Section 40: Personal Information

DUNS NUMBER: Redacted under FOI act, Section 40: Personal Information

SID4GOV ID: Redacted under FOI act, Section 40: Personal Information

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

It's issued under the Framework Contract with the reference number **RM6308** for the provision of **Furniture and Associated Services 2**.

CALL-OFF LOT(S):
Lot 1: Office Furniture

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. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6308**
 - Joint Schedule 1 (Definitions)
 - Joint Schedule 2 (Variation Form)

- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information) if required
- Joint Schedule 5 (Corporate Social Responsibility)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)
- **Call-Off Schedules for RM6308**
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 4 (Call-Off Tender)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 11 (Installation Works)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 16 (Benchmarking)
 - Call-Off Schedule 17 (MOD Terms)
 - Call-Off Schedule 20 (Call-Off Specification)
 - Call-Off Schedule 25 (Reporting Deliverables)
 - Call-Off Schedule 26 (Security Aspects Letter)

3. CCS Core Terms (version 3.0.11)

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

Not used

CALL-OFF START DATE: 01 October 2024

CALL-OFF EXPIRY DATE: 30 September 2027

CALL-OFF INITIAL PERIOD: 3 Years

CALL-OFF OPTIONAL EXTENSION PERIOD 1: 1 year – 01 October 2027 – 30 September 2028

CALL-OFF OPTIONAL EXTENSION PERIOD 2: 1 year – 01 October 2028 – 30 September 2029

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off 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 £500k

GUARANTEE PERIOD FOR DELIVERABLES

The Guarantee Period for Deliverables is as set out in Framework Schedule 1 (Specification) unless otherwise specified in this Order Form.

CALL-OFF CHARGES

In accordance with Price Matrix

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:

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

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

BACS

BUYER'S INVOICE ADDRESS:

Redacted under FOI act, Section 40: Personal Information

BUYER'S AUTHORISED REPRESENTATIVE

Redacted under FOI act, Section 40: Personal Information

BUYER'S SECURITY POLICY

Appended at Call-Off Schedules 9 (Security) and 26 (Security Aspects Letter)

SUPPLIER'S AUTHORISED REPRESENTATIVE

Redacted under FOI act, Section 40:
Personal Information

SUPPLIER'S CONTRACT MANAGER

Redacted under FOI act, Section 40:
Personal Information

PROGRESS REPORT FREQUENCY

In accordance with Call-Off Schedule 25 (Reporting Deliverables)

PROGRESS MEETING FREQUENCY

In accordance with Call-Off Schedule 15 (Call-off Contract Management)

KEY STAFF

Redacted under FOI act, Section 40:
Personal Information

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Price detailed with Redacted under FOI act, Section 40:
Personal Information 20240509-
PA0000002326_Price_Matrix_v0.1_SUBMISSION.xlsx document and any
subsequent agreed pricing made of the course of the agreement.

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) and Call-Off Schedule 14 (Service Levels)

Redacted under FOI act, Section 40:
Personal Information

