

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

## PART B: Direct Award Order Form

### Section A

#### CALL-OFF REFERENCE:

<b>THE BUYER:</b>	The Secretary of State for Justice
<b>BUYER ADDRESS</b>	102 Petty France, London SW19AJ
<b>SUPPLIER REFERENCE</b>	RM3808-L3-BT00014
<b>THE SUPPLIER:</b>	BRITISH TELECOMMUNICATIONS PLC
<b>SUPPLIER ADDRESS:</b>	81, NEWGATE STREET, LONDON, EC1A 7AJ
<b>REGISTRATION NUMBER:</b>	1800000
<b>DUNS NUMBER:</b>	22 701 5716
<b>SID4GOV ID:</b>	N/A

#### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and the date will be the date on which the final Party has signed the Contract.  
It's issued under the Framework Contract with the reference number RM3808 for the provision of Network Services.

#### CALL-OFF LOT(S):

Lot 3

### Section B

#### 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)
3. The following Schedules in equal order of precedence:

Joint Schedules for framework reference number RM3808

- Joint Schedule 2 (Variation Form) ○ Joint Schedule 3 (Insurance Requirements) ○ Joint Schedule 4 (Commercially Sensitive Information) ○ Joint Schedule 6 (Key Subcontractors)
- Joint Schedule 7 (Financial Difficulties) ○ Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)

Call-Off Schedules for

- Call-Off Schedule 1 (Transparency Reports) ○ Call-Off Schedule 2 (Staff Transfer) ○ Call-Off Schedule 6 (ICT Services)
- 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)

4. CCS Core Terms (version 3. 0.4)
5. Joint Schedule 5 (Corporate Social Responsibility)

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.

## **Section C**

### **CALL-OFF SPECIAL TERMS**

Not applicable to RM3808-L3-BT00014

**CALL-OFF START DATE** is the date on which the final Party has signed the Contract.

**CALL-OFF EXPIRY DATE** is the date on which the Initial Period of the Contract ends.

**CALL-OFF INITIAL PERIOD** 12 Months

**CALL-OFF OPTIONAL EXTENSION PERIOD** 12 Months + 12 months

## MINIMUM PERIOD OF NOTICE FOR WITHOUT REASON TERMINATION

Any applicable Minimum Period of Notice will be shown in the RM3808-L3-BT00014-A Price Card.

**CATALOGUE SERVICE OFFER REFERENCE:** RM3808-L3-BT00014-A (Service Offer) and RM3808-L3-BT00014-A (Price Card)

## Section D

### CALL-OFF DELIVERABLES

Calls & Lines tariff package.

### 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 **£900,000.00**

Estimated Charges in the first 12 months of the Contract. The Buyer must always provide a figure here.

### CALL-OFF CHARGES

Complete the attached.

**[REDACTED]**

HMCTS%20Lines%20  
RM3808.xlsx

### Total Call-Off Contract Charges - £900,000.00

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

The Charges will not be impacted by any change to the Framework Prices.

## Section E

### REIMBURSABLE EXPENSES

Not Applicable.

### PAYMENT METHOD

BACS

### BT "ONEBILL" NUMBER

VP04124170

### BUYER'S INVOICE ADDRESS:

Framework Ref: RM3808  
Project Version: v1.1  
Model Version: v3.2

SSCL – Her Majesty's Prisons & Probation Service  
P O Box 745  
Newport, Gwent NP10 8ZF

## **BUYER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

[REDACTED]

[REDACTED]

## **Section F**

### **BUYER'S ENVIRONMENTAL POLICY**

Not Applicable.

### **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)]

### **STAFF TRANSFER**

Not Applicable.

### **QUALITY PLAN**

Not Applicable.

### **MAINTENANCE OF ICT ENVIRONMENT**

Not Applicable.

### **BUSINESS CONTINUITY AND DISASTER RECOVERY**

See BT Business Continuity & Disaster Recovery Plan attached.

[REDACTED]

### **SECURITY REQUIREMENTS**

See BT Security Management Plan attached

[REDACTED]

### **BUYER'S SECURITY POLICY**

Not applicable

## **INFORMATION SECURITY MANAGEMENT SYSTEM (ISMS)**

See BT Security Management Plan attached above.

## **CLUSTERING**

Not Applicable

## **SERVICE LEVELS AND SERVICE CREDITS**

Where applicable, this will be shown in the BT Service Offer, section 4 of RM3808-L3BT00014.

## **Section G**

### **SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

[REDACTED]

[REDACTED]

### **SUPPLIER'S CONTRACT MANAGER**

[REDACTED]

## **Section H**

### **PROGRESS REPORT FREQUENCY**

Not Applicable

### **PROGRESS MEETING FREQUENCY**

Not Applicable

### **OPERATIONAL BOARD**

Not Applicable

### **KEY STAFF**

Not Applicable

### **KEY SUBCONTRACTOR(S)**

None

### **COMMERCIALLY SENSITIVE INFORMATION**

RM3808-L3-BT00014-A Price Card data

The Service Description, Conditions on the Buyer, Outline Implementation Plan & Service Level Agreement applicable to the delivery of the Service and the associated pricing are as set out in the Supplier's Service Offer with reference code RM3808-L3-BT00014-A (Service Offer) and RM3808-L3-BT00014-A (Price Card).

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	[REDACTED]	Role:	[REDACTED]
Date:	[REDACTED]	Date:	[REDACTED]

