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**RM6100 Technology Services 3
Framework Schedule 4 Annex 1
Lot 1 Order Form**

Order Form

This Order Form is issued in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100 dated **31/12/2024** between the Supplier (as defined below) and the Minister for the Cabinet Office (the "**Framework Agreement**") and should be used by Buyers after making a direct award or conducting a further competition under the Framework Agreement.

The Contract, referred to throughout this Order Form, means the contract between the Supplier and the Buyer (as defined below) (entered into pursuant to the terms of the Framework Agreement) consisting of this Order Form and the Call-Off Terms. The Call-Off Terms are substantially the terms set out in Annex 2 to Schedule 4 to the Framework Agreement and copies of which are available from the Crown Commercial Service website [Technology Services 3 - CCS](#). The agreed Call-Off Terms for the Contract being set out as the Annex 1 to this Order Form.

The Supplier shall provide the Services and Deliverables specified in this Order Form (including any attachments to this Order Form) to the Buyer on and subject to the terms of the Contract for the duration of the Contract Period.

In this Order Form, capitalised expressions shall have the meanings set out in Schedule (Definitions) of the Call-Off Terms.

This Order Form shall comprise:

1. This document headed "Order Form";
2. Attachment 1 – Services Specification;
3. Attachment 2 – Schedule of Processing, Personal Data and Data Subjects; 4. Attachment 3 – Transparency Reports; and
5. Annex 1 – Call-Off Terms.

The Order of Precedence shall be as set out in Clause 2.2 of the Call-Off Terms being:

- a) the Framework, except Framework Schedule 18 (Tender);
- b) the Order Form and its Attachments;
- c) the Call-Off Terms; and
- d) Framework Schedule 18 (Tender).



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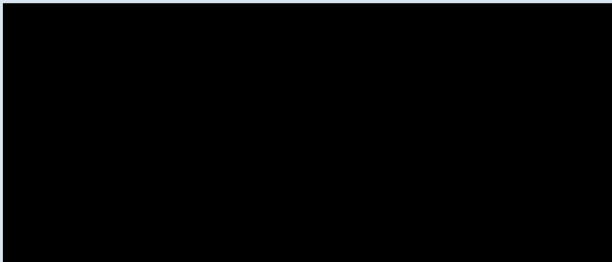
Section A General information

Contract Details

Contract Reference: C328015

Contract Title: UKHSA Information Risk and Management sprint: deliver Data Security Protection Tool kit by 31 March 2025

Contract Description: Following a recent assessment by the National Cyber Security Centre (NCSC), the business is seeking approval to engage a small team of experts to join UKHSA under the Cyber team to:



Commencement Date: this should be the date of the last signature on Section D of this Order Form 09/01/2025

Buyer details

Buyer organisation name

The Secretary of State for Health and Social Care as part of the Crown through the UK Health Security Agency (Also referred to as “UKHSA”)



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Billing address

Your organisation's billing address - please ensure you include a postcode

10 South Colonnade,
Canary Wharf, London,
E14 4PU.

Buyer representative name

The name of your point of contact for this Order

[REDACTED]

Buyer representative contact details

Email and telephone contact details for the Buyer's representative. This must include an email for the purpose of Clause 34.2 of the Contract.

[REDACTED]

Buyer Project Reference

Please provide the customer project reference number.

C316143

Supplier details**Supplier name**

The supplier organisation name, as it appears in the Framework Agreement

PA CONSULTING SERVICES LIMITED
(00414220)

Supplier address

Supplier's registered address



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10 Bressenden Place,
London, United Kingdom,
SW1E 5DN

Supplier representative name

The name of the Supplier point of contact for this Order

[REDACTED]

Supplier representative contact details

Email and telephone contact details of the supplier's representative

[REDACTED]

Order reference number or the Supplier's Catalogue Service Offer Reference Number

A unique number provided by the supplier at the time of the Further Competition Procedure. Please provide the order reference number, this will be used in management information provided by suppliers to assist CCS with framework management. If a Direct Award, please refer to the Supplier's Catalogue Service Offer Reference Number.

N/A

Section B

Part 1 - The Services Requirement

Commencement Date See
above in Section A

Contract Period

Contract Start date: 09/01/2025

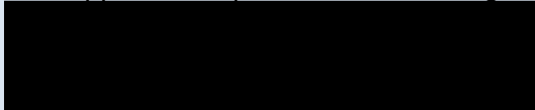
Contract End date : 31/03/2025



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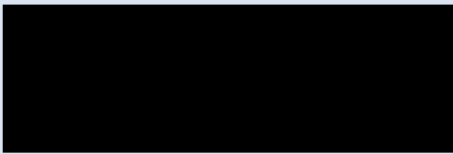
The Supplier shall provide the following Services to the Buyer:



The Services are more particularly described in Attachment 1 (Services Specification).

Deliverables

The Supplier shall provide the following Deliverables to the Buyer as part of the Services:







Sites for the provision of the Services

The Supplier shall provide the Services and/or Deliverables from the following Sites:

Buyer Premises:

10 South Colonnade,
Canary
Wharf,
London, E14
4PU.

Supplier Premises:

Not applicable

Third Party Premises:

Not Applicable

Additional Standards

Not Applicable.

Key Supplier Personnel

Key Supplier Personnel	Key Role(s)	Duration
	Cyber Security Lead	3 Months
	Business Case Lead	3 Months

Buyer Property

The supplier will be provided with UKHSA laptops for the duration of the contract and will have access to our systems (where appropriate).



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Buyer Security Policy

Buyer security policy attached below:



dhsc-information-security-policy.pdf

Buyer Enhanced Security Requirements

The Supplier will adhere to the Buyer's security policy and ensure that their use is compliant with this policy. The supplier shall ensure that all individuals having access to OFFICIAL-SENSITIVE information have undergone basic recruitment checks. Suppliers shall apply the requirements of HMG Baseline Personnel Security Standard (BPSS) for all individuals having access to OFFICIAL-SENSITIVE information. Those resource working with sensitive data will require SC clearance.

Insurance

Third Party Public Liability Insurance (£) - Third party public liability insurance for at least £1m in any occurrence

Professional Indemnity Insurance (£) - Professional Indemnity Liability Insurance for at least £1m in any occurrence

Key Sub-Contractors

PA Holdings Limited,



Schedule 7-Key subcontractor.pdf

Part 2 – Charges, Payment and Invoicing



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Contract Charges (excluding VAT)

The total contract value is up to [REDACTED] with an initial commitment to spend £638,630 Ex Vat

All Charges shall be payable by the Buyer in accordance with the Payment Profile set out below.

Payment Profile

The payment profile for this Contract is monthly in arrears and completion of milestones acceptance by UKHSA



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Invoice Details

The Supplier will issue Electronic Invoices in accordance with the agreed Payment Profile.

All invoices must be sent to: Accounts Payable;
UK Health Security Agency,
Manor Farm Road,
Porton Down,
Salisbury, SP4 0JG

Email: payables@ukhsa.gov.uk

All invoices must include:

All invoices must include Purchase Order (PO) number and the Contract Reference number C328015

Method of Payment

The payment method for this Contract is BACS

Contract Anticipated Potential Value:

The total contract value is up to [REDACTED]
with an initial commitment to spend
£638,630 Ex Vat



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Part 3 – Additional and Alternative Buyer Terms

Additional Schedules and Alternative Clauses (see Annex 3 of Framework Schedule 4)

This Annex can be found on the RM6100 CCS webpage. The document is titled RM6100 Additional and Alternative Terms and Conditions Lot 1.

Additional Schedules N/A

Additional Schedules	Tick as applicable
S1: Business Continuity and Disaster Recovery	<input type="checkbox"/>
S2: Continuous Improvement	<input type="checkbox"/>
S3: Supply Chain Visibility	<input type="checkbox"/>

Where selected above the Additional Schedules set out in document RM6100 Additional Terms and Conditions Lot 1 shall be incorporated into this Contract.

Alternative Clauses N/A

The following Alternative Clauses will apply:

Alternative Clauses	Tick as applicable
Scots Law	<input type="checkbox"/>
Northern Ireland Law	<input type="checkbox"/>

Where selected above the Alternative Clauses set out in document RM6100 Additional and Alternative Terms and Conditions Lot 1 shall be incorporated into this Contract.

Liability

The limitation of liability set out in Clause 12.1 of the Call-Off Terms shall remain unamended.

Termination for Convenience



The notice period for termination of convenience set out in Clause 19.1 of the Call-Off Terms shall be amended from 30 Working Days to read:

The notice period for termination for convenience set out in clause 19.1 of the call off contract shall remain unamended.

Section C Supplier response

Commercially Sensitive information
Any confidential information that the Supplier considers sensitive for the duration of an awarded Contract should be included here. Please refer to definition of Commercially Sensitive Information in the Contract – *use specific references to sections rather than copying the relevant information here.*

Technical, Social Value and Pricing response.

Section D Contract award

This Contract is awarded in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100.

SIGNATURES

For and on behalf of the Supplier

Name	
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Date Signed: 09/01/2025

For and on behalf of the Buyer

Name	

Date Signed: 09/01/2025



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Attachment 1 – Services Specification





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Attachment 2 – Schedule of Processing, Personal Data and Data Subjects

This Attachment 2 shall be completed by the Buyer, who may take account of the view of the Supplier, however the final decision as to the content of this Attachment 2 shall be with the Buyer at its absolute discretion.

1. The contact details of the Buyer's Data Protection Officer are: [REDACTED]
2. The contact details of the Supplier's Data Protection Officer are: [REDACTED]
3. The Supplier shall comply with any further written instructions with respect to processing by the Buyer.
4. Any such further instructions shall be incorporated into this Attachment 2.

Description	Details
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation, the Buyer is the Controller and the Supplier is the Processor in accordance with Clause 18 of the Contract.
Subject matter of the processing	The processing is needed in order to ensure that the Supplier can effectively satisfy the core requirements as set out in the contract.
Duration of the processing	This will mirror the duration of the contract (i.e. 06/01/2025 – 31/03/2025)
Nature and purposes of the processing	The nature of the processing will include the collection, recording and assessment of data to ensure that the UKHSA can comply with various legislative requirements governing its data and information holdings, and to effectively mitigate the Cyber risks identified.
Type of Personal Data being Processed	[REDACTED]
Categories of Data Subject	It is not anticipated that any personal data processing will be undertaken beyond that of staffing information.



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Locations at which the Supplier and/or its Subprocessors process Personal Data under this Contract and international transfers and legal gateway	This will be UK-based with access through UKHSA laptops and systems.
Plan for return and destruction of the data once the Processing is complete UNLESS requirement under Union or Member State law to preserve that type of data	There will be no requirement for the supplier to retain any data once processing is complete and beyond the duration of the contract. Any processing will be undertaken in accordance with UKHSA Security Policy.
Technical and Organisational Measures	Not applicable

Attachment 3 – Transparency Reports

Title	Content	Format	Frequency
Performance	Update on progress against milestones	Report](MS word/MS Excel	Fortnightly



Charges	<ul style="list-style-type: none">Charges associated with activities completedforecast of the charges associated with future activities	MS excel	Monthly
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Annex 1 – Call-Off Terms and Additional Schedules and Alternative Clauses-Not Applicable