**Framework**

**Award Form**

This Framework Award Form creates the Framework Contract. It summarises the main features of the procurement and includes UKEF and the Supplier’s contact details.

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|  | UKEF | [ insert ] (UKEF).  Its offices are on: [insert]. |
|  | Supplier | |  |  | | --- | --- | | Name: | **[Insert** name (registered name if registered)] | | Address: | [**Insert** address registered address if registered] | | Registration number: | [**Insert** registration number if registered] | |  |  | |  |  | |
|  | Framework Contract | This framework contract between UKEF and the Supplier allows the Supplier to be considered for Call-off Contracts to supply the Deliverables.  This opportunity is advertised in the Contract Notice in the Find a Tender Service reference [Insert reference number] (FTS Contract Notice). |
|  | Deliverables | [Insert general description of the Deliverables]  See Framework Schedule 1 (Specification) for further details. |
|  | Framework  Start Date | [**Insert** Day Month Year] |
|  | Framework Expiry Date | [**Insert** Day Month Year] |
|  | Framework  Optional  Extension  Period | There will be no option to extend this Framework. |
|  | Order  Procedure | See Framework Schedule 7 (Call-off Award Procedure) |
|  | Framework Incorporated Terms  (together these documents form the ‘the Framework Contract’) | The following documents are incorporated into the Framework Contract. **Where numbers are missing we are not using these schedules.** If the documents conflict, the following order of precedence applies:   1. This Framework Award Form 2. Any Framework Special Terms (see Section 10 ‘Framework Special Terms’ in this Framework Award Form) 3. Joint Schedule 1 (Definitions) 4. Joint Schedule 11 (Processing Data) 5. The following Schedules (in equal order of precedence):    * Framework Schedule 1 (Specification)    * Framework Schedule 3 (Framework Prices)    * Framework Schedule 4 (Framework Management)    * Framework Schedule 5 (Management Charges and Information)    * Framework Schedule 6 (Order Form Template and Call-Off Schedules) including the following template Call-Off Schedules:      + 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 5 (Pricing Details)      + Call-Off Schedule 6 (ICT Services)      + Call-Off Schedule 7 (Key Supplier Staff)      + Call-Off Schedule 8 (Business Continuity and Disaster Recovery)      + Call-Off Schedule 9 (Security)      + Call-Off Schedule 10 (Exit Management)      + Call-Off Schedule 14 (Service Levels)      + Call-Off Schedule 15 (Call-Off Contract Management)      + Call-Off Schedule 20 (Call-Off Specification)      + Call-Off Schedule 24( Affiliate Firms)  * Framework Schedule 7 (Call-Off Award Procedure) * Framework Schedule 9 (Cyber Essentials Scheme) * 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 12 (Supply Chain Visibility)  1. Core Terms 2. Joint Schedule 5 (Corporate Social Responsibility) 3. Framework Schedule 2 (Framework Tender) as long as any part of the Framework Tender that offers a better commercial position for UKEF (as decided by UKEF) take precedence over the documents above |
|  | Framework Special Terms | Special Term 1 - [**Insert** terms to revise or supplement Core Terms or Schedules, or **enter** ‘N/A’ and delete the extra rows below |
| [Special Term 2 - ] |
| [Special Term 3 - ] |
|  | Framework Prices | [Insert information about the prices]  Details in Framework Schedule 3 (Framework Prices) |
|  | Insurance | Details in Annex of Joint Schedule 3 (Insurance Requirements). |
|  | Cyber  Essentials Certification | [Delete if not required]   * [Not required] * [Cyber Essentials Scheme [Basic / Plus] Certificate (or equivalent). Details in Framework Schedule 9 (Cyber Essentials Scheme)] |
|  | Supplier  Framework  Manager | [**Insert** name]  [**Insert** job title]  [**Insert** email address]  **[Insert** phone number] |
|  | Supplier  Authorised Representative | [**Insert** name]  [**Insert** job title]  [**Insert** email address]  **[Insert** phone number] |
|  | Supplier  Compliance Officer | [**Insert** name]  [**Insert** job title]  [**Insert** email address]  [**Insert** phone number] |
|  | Supplier Data Protection  Officer | [**Insert** name]  [**Insert** job title]  [**Insert** email address]  [**Insert** phone number] |
|  | Data Protection Liability Cap | [£10,000,000] |
|  | Supplier  Marketing Contact | [**Insert** name]  [**Insert** job title]  [**Insert** email address]  [**Insert** phone number] |
|  | Key Subcontractors | **Key Subcontractor 1**  Name (Registered name if registered) [**insert** name]  Registration number (if registered) [**insert** number]  Role of Subcontractor [**insert** role]  **[Guidance:** copy above lines as needed] |
|  | UKEF  Authorised Representative | **[Insert** name]  **[Insert** job title]  **[Insert** email address]  **[Insert** phone number] |

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| --- | --- | --- | --- |
| **For and on behalf of the Supplier:** | | **For and on behalf of UKEF:** | |
| Signature: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |