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

**Order Form**

CALL-OFF REFERENCE: **CCZN23A29**

THE BUYER: **CABINET OFFICE**

BUYER ADDRESS **REDACTED TEXT under FOIA Section 40 Personal Information.**

THE SUPPLIER: **Capgemini UK Plc**

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40 Personal Information.**

REGISTRATION NUMBER: **REDACTED TEXT under FOIA Section 40 Personal Information.**

DUNS NUMBER: **REDACTED TEXT under FOIA Section 40 Personal Information.**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 13 September 2024.

It’s issued under the Framework Contract with the reference number RM1557.13L4 for the provision of G-Cloud 13 Lot 4 services.

CALL-OFF LOT 4:

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 includes the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) **RM1557.13L4**
3. Framework Special Terms
4. The following Schedules in equal order of precedence:

* Joint Schedules for RM1557.13L4
  + Joint Schedule 1 (Definitions)
  + Joint Schedule 2 (Variation Form)
  + Joint Schedule 3 (Insurance Requirements)
  + Joint Schedule 4 (Commercially Sensitive Information)
  + Joint Schedule 5 (Corporate Social Responsibility)
  + Joint Schedule 6 (Key Subcontractors)
  + Joint Schedule 10 (Rectification Plan)
  + Joint Schedule 11 (Processing Data)
  + Joint Schedule 12 (Supply Chain Visibility)
* Call-Off Schedules for CCZN23A29
  + 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 7 (Key Supplier Staff)
  + Call-Off Schedule 20 (Call-Off Specification)

1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) RM1557.13
3. Call-Off Schedule 4 (Call-Off Tender)

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 -Schedule 9 (Security Management: (Consultancy & Professional Services)

CALL-OFF START DATE: **30 September 2024**

CALL-OFF EXPIRY DATE: **17 January 2025**

CALL-OFF INITIAL PERIOD: The Start Date for the Contract shall be Monday 30 September. The contract period will include a 2 week hiatus over the Christmas Period from Monday 23rd December 2024 to the 3rd January 2025 (inclusive). The work will re-commence from the 6th January 2025 until the expiry of the Contract which will be 17th January 2025. ( *Please note that the Buyer is willing to consider an alternative timetable for the delivery of this contract; to complete the work in 12 weeks from the above Start Date of the 30 September 2024, ending on the 20 December 2024. This is on the basis that it does not adversely affect the costs or quality of the work undertaken and would of course have to be agreed by both parties in advance of using an alternative timescale.*)

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:£293,920 (Ex. VAT)

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details)

REIMBURSABLE EXPENSES

Recoverable as stated in the Framework Contract

PAYMENT METHOD

Payment will be on completion and receipt of all deliverables - so 1 invoice at the end of week 12. To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, and the details (name and telephone number) of your Customer contact (i.e. Contract Manager), and also what is being purchased.

BUYER’S INVOICE ADDRESS:

REDACTED TEXT under FOIA Section 40 Personal Information.

BUYER’S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40 Personal Information.

BUYER’S ENVIRONMENTAL POLICY

**https://www.gov.uk/government/publications/cabinet-office-environmental-policy-statement/cabinet-office-environmental-policy-statement**

BUYER’S SECURITY POLICY

Appended at Call-Off Schedule 9 (Security)

SUPPLIER’S AUTHORISED REPRESENTATIVE

REDACTED TEXT under FOIA Section 40 Personal Information.

SUPPLIER’S CONTRACT MANAGER

REDACTED TEXT under FOIA Section 40 Personal Information.

PROGRESS REPORT FREQUENCY

Fortnightly from the start date

KEY STAFF

REDACTED TEXT under FOIA Section 40 Personal Information.

KEY SUBCONTRACTOR(S)

REDACTED TEXT under FOIA Section 43 Commercial Interests.

COMMERCIALLY SENSITIVE INFORMATION

REDACTED TEXT under FOIA Section 43 Commercial Interests.

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)

| **For and on behalf of the Supplier:** | | **For and on behalf of the Buyer:** | |
| --- | --- | --- | --- |
| Signature: | REDACTED TEXT under FOIA Section 40 Personal Information. | Signature: | REDACTED TEXT under FOIA Section 40 Personal Information. |
| Name: | REDACTED TEXT under FOIA Section 40 Personal Information. | Name: | REDACTED TEXT under FOIA Section 40 Personal Information. |
| Role: | REDACTED TEXT under FOIA Section 40 Personal Information. | Role: | REDACTED TEXT under FOIA Section 40 Personal Information. |
| Date: |  | Date: |  |