

# Direct award Order Form Template

**CALL-OFF REFERENCE:** 0066900001YnrfN

**THE BUYER:** The Crown Prosecution Service

**BUYER ADDRESS:** 102 Petty France  
London  
SW1H 9EA

**SUPPLIER REFERENCE** PR 2022 092

**THE SUPPLIER:** Exponential-e Limited

**SUPPLIER ADDRESS:** 100 Leaman St, London E1 8EU

**REGISTRATION NUMBER:** 04499567

**DUNS NUMBER:** 64-096-1145

**SID4GOV ID:** N/A

## APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 21<sup>st</sup> July 2022.

It's issued under the Framework Contract with the reference number RM3808 for the provision of Network Services.

## CALL-OFF LOT(S):

Lot 1

## 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) RM3808*
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 12 (Clustering)*
    - *Call-Off Schedule 14 (Service Levels)*
4. CCS Core Terms (version 3.0.5)
  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.

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

**Please see Appendix A as agreed within CCS Framework Award Form signed on 31 July 2019**

**CALL-OFF START DATE** 27/07/2022

**CALL-OFF EXPIRY DATE** 26/07/2025

**CALL-OFF INITIAL PERIOD** 36 months

**CALL-OFF OPTIONAL EXTENSION PERIOD** 24 months

#### **MINIMUM PERIOD OF NOTICE FOR WITHOUT REASON TERMINATION**

The Customer shall have the right to terminate this Call-Off Contract by providing at least thirty (30) Working Days' written notice to the Supplier, such notice to be served no earlier than the first anniversary of the Effective Date

#### **CATALOGUE SERVICE OFFER REFERENCE:**

RM3808\_Lot 1\_Exponential-e SmartWires Site Connectivity Ethernet Service\_SO149

**CALL-OFF DELIVERABLES**

Geographical Locations	Service Details	One-Off Charges	Price per Annum
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	

**[REDACTED] LIABILITY**

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

[REDACTED]

**CALL-OFF CHARGES**

Geographical Locations	Service Details	One-Off Charges	Price per Annum
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	

[REDACTED] 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.

**REIMBURSABLE EXPENSES**

Not recoverable

**PAYMENT METHOD**

BACS

**BUYER'S INVOICE ADDRESS:**

Crown Prosecution Service  
102 Petty France  
London  
SW1H 9EA

**BUYER'S AUTHORISED REPRESENTATIVE**

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V1.0 12082019

[REDACTED]  
Head of Contract Transition Team  
[REDACTED]

#### **ADDITIONAL INSURANCES**

Not applicable when the Call-Off Contract is awarded through a direct award procedure.

#### **GUARANTEE**

Not applicable when the Call-Off Contract is awarded through a direct award procedure.

#### **SOCIAL VALUE COMMITMENT**

Not applicable

#### **STAFF TRANSFER**

The following parts of Call-Off Schedule 2 (Staff Transfer) shall apply:  
Part C (No Staff Transfer On Start Date);  
Part E (Staff Transfer on Exit) will apply to every Contract.

#### **QUALITY PLAN**

Not applicable when the Call-Off Contract is awarded through a direct award procedure.

#### **MAINTENANCE OF ICT ENVIRONMENT**

Not applicable when the Call-Off Contract is awarded through a direct award procedure.

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

In accordance with Call-Off Schedule 8 (Business Continuity and Disaster Recovery) Part A, the Supplier's BCDR Plan at Annex 1 will apply.

#### **SECURITY REQUIREMENTS**

Review Call-Off Schedule 9 (Security)

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

Not applicable when the Call-Off Contract is awarded through a direct award procedure.

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

Not Applicable

#### **CLUSTERING**

Not Applicable

**SERVICE LEVELS AND SERVICE CREDITS**

Review Call-Off Schedule 14 (Service Levels); Call-Off Schedule 14 Part B **ONLY** applies when the Call-Off Contract is awarded through a direct award procedure. Review the Service Maintenance Levels within the Suppliers' Service Offer.

Service Credits will accrue in accordance with Call-Off Schedule 14 Part B (Long Form Service Levels and Service Credits).

The Service Credit Cap is in accordance with Call-Off Schedule 14 (Service Levels)

The Service Period is one (1) Month

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

[REDACTED]

Account Manager

[REDACTED]

Exponential-e Limited, 100 Leman St, London E1 8EU

**SUPPLIER'S CONTRACT MANAGER**

[REDACTED]

Bid Director

[REDACTED]

Exponential-e Limited, 100 Leman St, London E1 8EU

**PROGRESS REPORT FREQUENCY**

On the first Working Day of each calendar month

**PROGRESS MEETING FREQUENCY**

Quarterly on the first Working Day of each quarter

**OPERATIONAL BOARD**

Not applicable when the Call-Off Contract is awarded through a direct award procedure.

**KEY STAFF**

[REDACTED]

Head of Customer Service

[REDACTED]

100 Leman Street, London, E1 8EU

**KEY SUBCONTRACTOR(S)**

N/A

**COMMERCIALLY SENSITIVE INFORMATION**

Pricing

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:	██████████	Name:	██████████
Role:	Director – Public Sector & Unified Platforms	Role:	Lead Commercial Category Manager
Date:		Date:	27/07/2022