

## RM6187 Framework Schedule 6 (Order Form and Call-Off Schedules)

### Order Form

CALL-OFF REFERENCE:	<b>Contract Reference C284868 / PRO6208</b> <b>Contact Division Strategy</b>
THE BUYER:	United Kingdom Health Security Agency
BUYER ADDRESS	10 South Colonnade, Canary Wharf, London, E14 5EA
THE SUPPLIER:	KPMG
SUPPLIER ADDRESS:	15 Canada Square, Canary Wharf,  London, E14 5GL
REGISTRATION NUMBER:	OC 301540
DUNS NUMBER:	423916167

#### **Applicable framework contract**

This Order Form is for the provision of the Call-Off Deliverables and dated 29/05/2024..

It's issued under the Framework Contract with the reference number RM6187 for the provision of Contact Division Strategy,

**CALL-OFF LOT:** CALL-OFF LOT 7, Health, Social Care & Community

#### **Call-off incorporated terms**

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and can not be used. 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) RM6187

3. The following Schedules in equal order of precedence:

**Joint Schedules for RM6187 Management Consultancy Framework Three**

- Joint Schedule 1 (Definitions) - Mandatory
- Joint Schedule 2 (Variation Form) - Mandatory
- Joint Schedule 3 (Insurance Requirements) - Mandatory
- Joint Schedule 4 (Commercially Sensitive Information) - Mandatory
- Joint Schedule 10 (Rectification Plan) - Mandatory
- Joint Schedule 11 (Processing Data) - Mandatory

**Call-Off Schedules**

- Call-Off Schedule 7 (Key Supplier Staff) - Optional
  - Call-Off Schedule 9 (Security) - Optional
  - Call-Off Schedule 13 (Implementation Plan and Testing) - Optional
  - Call-Off Schedule 15 (Call-Off Contract Management) - Optional
  - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms
5. Joint Schedule 5 (Corporate Social Responsibility) - Mandatory
6. Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

Supplier terms are not 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**

The following Special Terms are incorporated into this Call-Off Contract:

**Special Term 1**

*The Buyer is only liable to reimburse the Supplier for any expense or any disbursement which is*

- (i) specified in this Contract or*
- (ii) which the Buyer has Approved prior to the Supplier incurring that expense or that disbursement. The Supplier may not invoice the Buyer for any other expenses or any other disbursements*

**Special Term 2**

Subject to Budgetary approvals, the Buyer reserves the right to terminate the contract by giving 1 months notice

**Special Term 3**

The Buyer will ensure that all personal data will be deleted or redacted from documents prior to sharing with the Supplier. Should any personal data be sent in error, the Supplier will agree to notify the Buyer in writing on the same working day.

**Special Term 4**

The Supplier must ensure that a BPSS for all staff is submitted, with an update provided within 4 weeks of commencement of work. Confirmation of BPSS should be emailed to the Strategy Lead.

**Special Term 5**

The Buyer may instruct the Supplier to stop Supplier Staff for working on the Contract where confirmation of BPSS is not provided within 4 weeks of commencing work under the Contract.

**Call-off start date:** 03/06/2024

**Call-off expiry date:** 20/07/2024

**Call-off initial period:** 7 weeks

**Call-off deliverables:**

**Option B:** See details in Call-Off Schedule 20 (Call-Off Specification)

**Security**

Short form security requirements apply

and

**Buyer's security policy**

<https://www.gov.uk/government/publications/security-policy-framework>

**DATA PROTECTION OFFICER:**

**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 are

**Call-off charges**

**Option A:** Insert the Charges for the Deliverables


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██████████ for the deliverables is ██████████ excluding VAT, and the deliverables are expected to be completed within a 7-week time frame.

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in Framework Schedule 3 (Framework Prices)

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

- Specific Change in Law
- Benchmarking using Call-Off Schedule 16 (Benchmarking)

### **Reimbursable expenses**

Recoverable as stated in Framework Schedule 3 (Framework Prices) paragraph 4.

### **Payment method**

All invoices must be sent quoting a valid purchase order (PO) number to

██████████

Within 10 Working Days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid payment delay, the invoice must be compliant and include a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Noncompliant invoices will be sent back to you, which may lead to a delay in payment.

Any queries regarding an outstanding payment please contact our Accounts Payable section either by email or in writing to: ██████████

### **Buyer's invoice address**

Accounts Payable;  
UK Health Security Agency,  
Manor Farm Road,  
Porton Down,  
Salisbury,  
SP4 0JG  
UKHSA VAT No: GB888851648

Contact number for all invoice related queries: 0303 123 1177. Please select Option 5, and then Option 1 between 09:00-17:00 Monday to Friday.



**Key subcontractor(s)**

Not applicable

**Commercially sensitive information**

As per Joint Schedule 4 (Commercially Sensitive Information)

**Service credits**

Not applicable

**Additional insurances**

Not applicable

**Guarantee**

Not applicable

**Buyer's environmental and social value policy**

Environmental and sustainability policy - GOV.UK ([www.gov.uk](http://www.gov.uk))

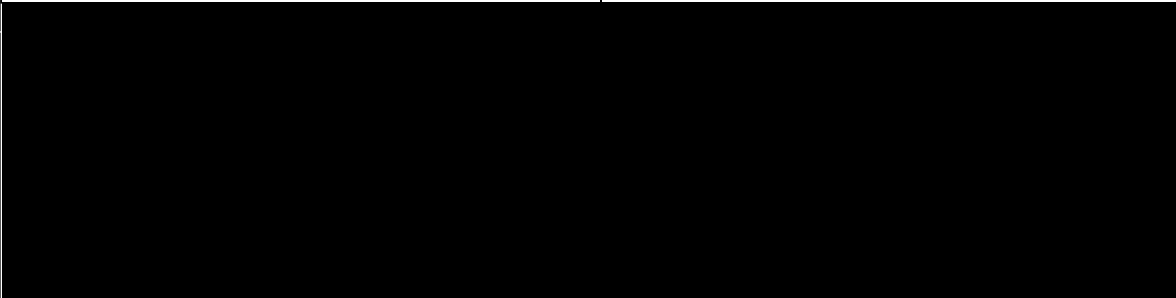
**Social value commitment:**

Not applicable

**Formation of call off contract**

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

For and on behalf of the Supplier:	For and on behalf of the Buyer:
	
Date Signed: 31/05/2024	Date Signed: 02/06/2024

Execution by seal / deed where required by the Buyer

Call-Off Schedule 20 (Call-Off Specification)

