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**Call Off Order Form for Management Consultancy Services**  
**Crown Commercial Service Framework RM6008 Lot 1**

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**FRAMEWORK SCHEDULE 4**  
**CALL OFF ORDER FORM**  
**OFFENSIVE WEAPONS HOMICIDE REVIEW**  
**C20689**

## PART 1 –CALL OFF ORDER FORM

### SECTION A

This Call Off Order Form is issued in accordance with the provisions of the Framework Agreement for the provision of **Offensive Weapons Homicide Review** dated **26<sup>th</sup> May 2021**.

The Supplier agrees to supply the Services specified below on and subject to the terms of this Call Off Contract.

For the avoidance of doubt this Call Off Contract consists of the terms set out in this Template Call Off Order Form and the Call Off Terms.

Order Number	
From	<b>Home Office Crime Directorate Serious Crime Unit 2 Marsham Street London SW1P 4DF</b>  <b>Rob Seaton</b>
To	<b>CREST ADVISORY, Gilmoora House, 57-61 Mortimer Street London W1W 8HS</b>  <b>Harvey Redgrave</b>
Date	<b>26<sup>th</sup> May 2021</b>

### SECTION B

#### 1. CALL OFF CONTRACT PERIOD

1.1.	<b>Commencement Date:</b> <b>9<sup>th</sup> June 2021</b>
1.2.	<b>Expiry Date:</b>  End date of Initial Period: <b>8<sup>th</sup> December 2021</b>  End date of Extension Period: <b>8<sup>th</sup> June 2022</b>

	Minimum written notice to Supplier in respect of extension: <b>1 month</b>
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## 2. SERVICES

<b>2.1</b>	<b>Services required:</b>
	In Call Off Schedule 2 (Services)
	OFFENSIVE WEAPONS HOMICIDE REVIEW
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<b>1.</b>	<b>PURPOSE</b>
	To work with local agencies to design the Offensive Weapons Homicide Reviews that are being introduced by the Home Office to help tackle homicide as part of the Police, Crime, Sentencing and Courts Bill 2021.
<b>2.</b>	<b>BACKGROUND TO THE CONTRACTING AUTHORITY</b>

The contracting authority is the Home Secretary for the Home Department (the “Home Secretary”).

### **3. BACKGROUND TO THE REQUIREMENT**

3.1 Homicide has risen by about a third between 2014/15 and 2018/19 and has become the fourth leading cause of death for men aged 20-34 (behind suicide, drug overdoses and car accidents). The cost of homicide is significant and is annually estimated to be more than £2.5bn.

3.2 Homicides involving offensive weapons make up a large and growing proportion of all homicides – analysis suggests 354 of 732 homicides in 2019. The Home Office is concerned that many of these homicides are not currently formally reviewed by multi-agency partners to rapidly learn and share lessons; in the way that happens when a person aged under 18 dies, a vulnerable adult dies, a person dies due to domestic violence, or someone in receipt of mental health care commits new requirement to review certain adult homicides (aged 18 and over) involving offensive weapons is being introduced through the Police, Crime, Sentencing and Courts Bill 2021 homicide.

3.3 A. These offensive weapons homicide reviews are intended to assist in learning lessons by identifying points of failure to protect or intervene. It is also intended to allow review partners to identify trends in homicide and increase knowledge of how the threat from serious violence is evolving, allowing for stronger policy interventions.

3.4 The Bill makes provision for the establishment and conduct of reviews of the circumstances of certain homicides where the victim was aged 18 or over and the events surrounding their death involved or were likely to have involved the use of an offensive weapon.

3.5 The provisions will place a duty on the chief officer of police, local authority and the clinical commissioning group (in England) or local health board (in Wales) for the area where the homicide occurred or is likely to have occurred to consider whether the criteria for an offensive weapons homicide review have been met and then to conduct the review.

3.6 The Home Office has committed to co-designing these new reviews with a selection of local partners and practitioners to ensure the new reviews are as effective as possible, build on existing local good practice, do not place an onerous burden on local partners, and also draw on the experience of existing homicide reviews. Once designed, these reviews will be piloted and evaluated in several areas in England and Wales and a decision will be made, based on their effectiveness, on whether to implement this model across England and Wales.

3.7 Regulations and guidance providing more details regarding the design, establishment and conduct of homicide reviews must be published before the pilot can commence. Royal Assent for the Police, Crime, Sentencing and

Courts Bill will also be required before the pilot commences. It is anticipated that the pilot will commence in 2022 and run for 18 months.

#### 4. DEFINITIONS

Expression or Acronym	Definition
OWHR	Offensive Weapons Homicide Review
PCSC Bill	Police, Crime, Sentencing and Courts Bill
LA	Local Authority
DHR	Domestic Homicide Review
CDR	Child Death Review
SAR	Safeguarding Adult Review
CSPR	Child Safeguarding Practice Review
CCG	Clinical Commissioning Group (England only)
Local Health Board	Local Health Board (Wales only)
Review Partners	The partners subject to the duty to consider establishing a OWHR. The review partners are the police, LA, CCG and local health board.
Co-pilot areas	Specific areas in England and Wales that have agreed to play an active role in the design of the OWHR

#### 5. THE REQUIREMENT

5.1 The Home Office requires an organisation to think innovatively and engage effectively with local partners to lead the design of the shape, structure and content of the new offensive weapons homicide reviews (OWHRs). This organisation will need to consider the processes and methodologies required to ensure they are established, conducted and written to a high standard, in a timely manner and in line with the legislation and guidance. Critically they will also have to consider how these reviews can be designed in such a way as to promote the rapid sharing of learning across England and Wales.

5.2 The design of the OWHR must be conducted in collaboration with stakeholders, some of which will be specified by the Home Office, and will include police forces, local authorities, CCGs and local health boards. Specific areas in England and Wales will be chosen by the Home Office to play an active role in the design of the OWHR, and these will be known as the co-pilot areas.

5.3 The work is seen as having two stages, with half of the fee payable on completion of stage 1, and the second half on completion of stage 2 (see Annex 2 for timetable covering stages and payment plan).

	<p><u>Stage 1)</u> To conduct a detailed analysis of existing multiagency homicide and safeguarding reviews in England and Wales (including DHRs, CDRs, SARs, mental health reviews) and the arrangements in place for establishing and conducting reviews to understand their strengths and limitations. Home Office will signpost the appointed organisation to some of the key existing reviews and stakeholders.</p> <p>This will include engaging with a range of stakeholders in the co-design areas, to understand their experiences of being involved in these reviews, and an assessment of how readily recommendations can be captured and disseminated across England and Wales.</p> <p>It should also seek to gather insight from experts (academics, policy leads, practitioners) from outside the chosen co-design areas, i.e. across the UK and overseas, as well as experts in other types of lesson-learned reviews (for example, public inquiries).</p> <p>The appointed organisation will agree with the Home Office the plan for engaging stakeholders in the co-pilot areas and beyond (i.e. which stakeholders, how will they be approached, timescales) and will be held to this plan (unless otherwise agreed).</p> <p><u>Stage 2)</u> Using the analysis of stage 1, to work in partnership with the co-design areas to develop innovative design options for the shape, structure and content of OWHRs; to propose the local arrangements that should be followed to establish and conduct OWHRs (whilst bearing in mind the provisions in the PCSC Bill); and suggest options for the Home Office to ensure lessons learned and recommendations are shared across England and Wales.</p> <p>These proposed options should be tested and developed in partnership with the co-design areas and the Home Office, and should focus on ensuring:</p> <ul style="list-style-type: none"> <li>• the report produced focuses on identifying policy, operational, strategic improvements that can be shared across England and Wales to help prevent future homicides; for example, including where opportunities were missed to prevent homicide, where mistakes were made and where partners could have intervened more effectively</li> <li>• the process balances need for rapid identification of meaningful recommendations with accuracy and robustness</li> <li>• the process is not over-burdensome for the review partners</li> <li>• the process is cost-effective (in terms of both direct and indirect costs); and</li> <li>• clearly addresses the limitations of existing review models.</li> </ul> <p>The appointed organisation will also be required to develop a draft guidance document to be used by practitioners, setting out how these policies and arrangements should work.</p> <p>The Home Office will be setting up an Oversight Board (consisting of experts and professionals from crime, safeguarding, social services, etc.) to ensure the review</p>
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	<p>partners comply with the process and guidance, to help identify patterns and themes that emerge across the reviews, and to disseminate recommendations across all areas in England and Wales so that each area can act on the lessons learnt to bring down homicide locally. The appointed organisation's proposal should also include suggestions for how the Oversight Board can meet these objectives.</p> <p>For stage 2, The Home Office would welcome innovative solutions to design a new model which addresses the limitations of previous models, and is focused on ensuring that recommendations and learning are effectively captured and disseminated and lead to practical improvements that will help prevent future homicides.</p>
5.4	<p>The initial design will then be proposed to the Home Office, though a range of design options that may be included as part of the proposal. The Home Office will review and interrogate the proposed model and guidance, and the appointed organisation will be expected to incorporate the feedback into the final design and re-submitted to the Home Office.</p>
5.5	<p>We have not specified the proportion of resource and level of expertise required for each stage and will leave that to bidders to propose in their project plan. Due consideration should however be given to the timeframes and budget available.</p>
5.6	<p>The Home Office expects the stages to involve the following work:</p> <p><u>Stage 1:</u></p> <ul style="list-style-type: none"> <li>• Stakeholder identification: stakeholders with an interest in OWHRs (particularly those from policing and crime, local authority and social services, and healthcare sectors); stakeholders with policy and operational expertise in existing homicide and safeguarding reviews.</li> <li>• Stakeholder engagement: engaging identified stakeholders, as well as those identified by Home Office, to seek views on the design and arrangements required for OWHRs.</li> <li>• Policy audit: audit of legislation and guidance underpinning existing statutory and non-statutory homicide and safeguarding reviews to review and assess the strengths and weaknesses of each.</li> <li>• Operational audit: audit of practical arrangements in place at a local level to establish, conduct and deliver existing statutory and nonstatutory homicide and safeguarding reviews, and identification of strengths and weaknesses of each.</li> <li>• Cost analysis: An indication of the resourcing required (costs and staffing) for the delivery of existing statutory and non-statutory homicide and safeguarding reviews</li> <li>• Tracker listing which stakeholders (organisations and individuals) have been contacted, when and on what basis.</li> </ul>



Stage 2:

Using information gathered in stage 1:

- OWHR design proposal: Fully developed proposal to submit to the Home Office covering detailed arrangements for conducting and establishing OWHRs, as well as how reviews should be written. This proposal should include, but is not limited to, a draft guidance document that could be published, for use by relevant practitioners and policy leads, as well as the public.

This proposal should cover the following issues, as well as others to be determined once an organisation has been appointed:

- If the role of a chair is necessary to conduct reviews; and if so, whether the review should have an individual chair or multiple chairs.
  - Whether chairs (or authors, or any other lead) should be appointed from within the review partners, or should be completely independent of the review partners.
  - What experience and skills a chair, author, or lead should have to be considered suitable; and what training should be made available before they become responsible for an OWHR, if any is at all.
  - What methodology or methodologies should be used when conducting an OWHR.
  - If a template for an OWHR notification to the Secretary of State should be developed, what it should look like, and if applicable an example of best practice.
  - If a template for an OWHR report should be developed, what it should look like, and if applicable an example of best practice.
  - Which existing multiagency forums might be best placed to have oversight and responsibility for the OWHR (and the legal responsibilities conferred by the PCSC 2021) or whether a new forum should be established.
  - Expected timeframes for completion and delivery of an OWHR to Home Secretary.
  - Projected costs (including resourcing) to be incurred by review partners if the design proposed were to be implemented in full
- Sharing recommendations: The purpose of OWHRs is to produce evidence-based, impactful recommendations that can be shared locally and nationally to prevent future deaths. The appointed organisation

	<p>should propose methods, processes, vehicles etc to ensure recommendations and findings are effectively disseminated, including through the Home Office Oversight Board that will be set up.</p> <ul style="list-style-type: none"> <li>• Alternatives: Either as part of the proposal or as a separate document, the appointed organisation should set out where alternative options are available or could be considered.</li> <li>• Stakeholder feedback: The proposal, and any alternatives outlined, should clearly indicate where there is support or disagreement from the stakeholders that have been consulted in order for the Home Secretary to understand where there is support or challenge for each proposal.</li> </ul> <p>5.7 For the avoidance of doubt, all work conducted by the successful bidder is owned entirely and exclusively by the Home Office. The work is only for consideration by the Home Secretary. The model that will be used for offensive weapons homicide reviews will be determined by the Home Secretary and will be made public on gov.uk at a time that the Home Secretary considers appropriate.</p> <p><b>6. SKILLS AND EXPERIENCE</b></p> <p>6.1 The successful organisation will have:</p> <ul style="list-style-type: none"> <li>• a strong level of understanding and expertise in local safeguarding policies, operations and arrangements, including Community Safety Partnerships and Local Safeguarding Boards;</li> <li>• knowledge of existing homicide and safeguarding reviews (statutory and non-statutory) such as child death reviews, adult safeguarding reviews and child safeguarding practice reviews;</li> <li>• an understanding of and experience of working with agencies involved in homicide and safeguarding reviews, for example, the police, health services, social services and housing;</li> <li>• experience of stakeholder engagement to collect, assess and analyse wideranging, complex and potentially competing material</li> <li>• experience of working with stakeholders to develop policy and high quality, clear and concise recommendations within a prescribed timeframe;</li> <li>• experience of designing new processes and services; ideally for adoption by a wide-range of stakeholders and/or in a local government setting</li> <li>• a strong-record in demonstrating original and innovative thinking, approaches, and techniques, particularly where it has been applied to established ways of working.</li> <li>• access to specialist knowledge on issues outside of their areas of expertise as required.</li> </ul>
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	<p><b>7. REPORTING</b></p> <p>7.1 Home Office will host a kick off meeting as soon as possible after an organisation has been appointed. The appointed organisation will propose a project plan for both stages of work as part of this kick off which will be agreed with Home Office.</p> <p>7.2 The appointed bidder will then be required to provide monthly updates to the Home Office, tracking progress completing the requirements, issues, risks, mitigations. A breakdown of costs and expenses should also be included in the updates to enable tracking of budget spend.</p> <p>7.3 A more comprehensive report will be required once stage 1 has been completed to capture all the work completed to date and setting out the proposal for conducting stage 2. The Home Office will have the option to terminate the contact at the conclusion of stage 1 if the Home Secretary considers that it does not meet the pre-agreed objectives.</p> <p><b>8. CONFLICTS OF INTEREST</b></p> <p>8.1 The Service must have robust procedures in place to avoid conflicts of interest. The Service should ensure there are clear ethical walls in place to prevent conflicts of interest where a member of the successful team has an interest in any of the organisations subject to the duty to conduct an offensive weapons homicide review by the PCSC Bill (i.e. police force, local authority, clinical commissioning group, local health board).</p> <p><b>9. PRICE</b></p> <p>9.1 Prices are to be submitted by completing the Pricing Schedule - Appendix E as part of your response (excluding VAT). Prices should include a breakdown of all associated costs involved in providing the Service, including the breakdown of costs for delivering stage 1 and stage 2.</p> <p>The below screenshot shows how to indicate which costs are for the work at stage 1 and the work at stage 2 in the Pricing Schedule.</p> <p>9.2       The total budget for stages 1 and 2 is £130k - £200k.</p>
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Appendix E - Pricing Schedule					
Procurement Title:		Offensive Weapons Homicide Review			
Procurement reference:		C20689			
Lot number:		1			
Name(s)	Grade	Framework Maximum Rate	Daily Rate £ (exc VAT)	Number of days	Total £ (exc VAT)
Consultant 1 (stage 1)	Principal Consultant	1	£1	1	£1
Consultant 2 (stage 1)	Principal Consultant	1	£1	1	£1
Consultant 3 (stage 1)	Principal Consultant	1	£1	1	£1
Consultant 1 (stage 2)	Principal Consultant	1	£1	1	£1
Consultant 2 (stage 2)	Principal Consultant	1	£1	1	£1
Consultant 3 (stage 2)	Principal Consultant	1	£1	1	£1

## 10. STAFF AND CUSTOMER SERVICE

10.1 The Home Secretary requires the provider to provide a sufficient level of resource throughout the delivery of the service in order to consistently deliver a quality service to all Parties.

10.2 The provider will ensure that the service provided to the Home Secretary and the Home Office is courteous, timely, and of high-quality throughout the duration of the engagement.

## 11. COMPLIANCE

11.1 Bidders must be part of the Crown Commercial Service Management Consultancy Framework Two RM6008 Lot 1 and comply with their requirements

11.2 Bidders must be a recognised organisation such as a registered company or charity and meet the Participation Requirements.

## 12. DATA PROTECTION

12.1 The provider will be required to comply with the requirements of the Data Protection Act 2018 and the General Data Protection Regulation. Any sensitive information will need to be marked correctly.

## 13. PAYMENT

13.1 The work is seen as having two stages, with half of the fee payable on completion of stage 1, and the second half on completion of stage 2 (see Annex 2 for timetable covering stages and payment plan).

13.2 Payment will only be made following satisfactory delivery of pre-agreed certified products and deliverables.

13.3 When tendering the bidder will set out their costs in the Pricing Schedule which if the bidder is awarded the contract the Home Secretary will agree to pay this price. The Home Secretary will pay the bidder upon receipt of a detailed invoice including a detailed elemental breakdown of work completed and the associated costs. The invoice will be settled after the work has been completed.

13.4 Where the bidder incurs costs from calling upon additional support from other experts or organisations in order to complete the work, these costs may be charged to the Home Secretary as part of the overall agreed fee for the work. The bidder may not apply any administrative or handling fees. The Home Office's Travel and Subsistence policy will apply to the bidder and any supporting expert or organisation.

#### **14. CONTRACT TERM**

14.1 It is expected that stages 1 and 2 can be completed within 6 months of an organisation being appointed and the contract being signed (likely to be in May 2021). The contract may be extended by up to a further 6 months if further time is required to complete the stages; although no additional budget is available should the contract be extended.

14.2 The Secretary of State may terminate the contract before the contract ends if on conclusion of stage 1 if they consider that the appointed organisation has not met the pre-agreed objectives for that part of the project. In this event, the Home Office will not be required to pay for any work conducted by the organisation after stage 1 has concluded.

#### **15. CONTRACT AWARD**

15.1 The contract will be awarded as per the Evaluation Criteria – Appendix D.

#### **ANNEX 1 – PROCUREMENT TIMETABLE**

*Note: these dates (\*) are indicative only and subject to change*

<b>Due</b>	<b>Activity</b>	<b>Responsibility</b>
12:00 12 April 21	Issue tender documents	Commercial
17:00 16 April 21	Clarification questions deadline	Suppliers
20 April 21	Responses to clarification questions	Business and Commercial
12:00 26 April 21	Tender return date	Suppliers
W/C 26 April 21*	Moderate tenders	Business
W/C 10 May 21*	Award successful supplier	Commercial

W/C 10 May 21*	10 calendar day standstill period'	Commercial
W/C 24 May 21*	Sign contracts	Business and Commercial
W/C 24 May 21*	Project initiation meeting	Business

## ANNEX 2 – KEY STAGES AND PAYMENT TIMETABLE

*Note: these dates are indicative only and subject to change*

Milestone	Description	Indicative Timeframe
1	Initiation Meeting & project plan proposed	W/C 24 May 21
2	Stakeholders identified and agreed with Home Office	W/C 31 May 21
3	Stage 1 begins: Stakeholder engagement, policy audit and operational begins	W/C 31 May 21
4	Monthly report 1	30 June 21
5	Monthly report 2	31 July 21
6	Completion of Stage 1 report and all deliverables provided	31 August 21
7	Stage 1 signed off (50% Payment)	W/C 6 September 21
8	Stage 2 begins: Developing proposal, guidance and documents	1 September 21
9	Draft guidance provided to Home Office	10 September
10	Monthly report 4	30 September 21
11	Co-design areas consulted on proposal, guidance and documents	W/C 4 October 21
12	Monthly report 5	29 October 21
13	Stage 2 proposal, guidance and documents submitted for Home Office to provide feedback	W/C 1 November 21
14	Home Office feedback provided and incorporated by appointed organisation	W/C 15 November 21

	15	Completion of Stage 2 report and final proposal, guidance and documents submitted	30 November 21
	16	Stage 2 signed off, contract completed ( <b>50% Payment</b> )	W/C 6 December 21

### 3. PROJECT PLAN

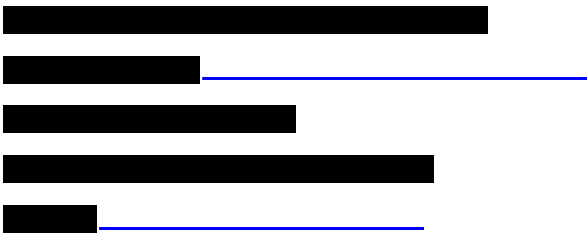
3.1.	<p><b>Project Plan:</b></p> <p>The supplier shall provide the customer with a draft Project Plan for Approval at the initial kick off meeting.</p> <p>Clause 6 and 7.1.2 of the Call off-terms</p> <p>Provision of a draft project plan for approval at initial contract meeting to include (but not limited to): Stage 1, stage 2, stakeholders, timescales, milestones resources, research questions, reporting, proposals, recommendations, approvals</p> <p>Also refer to Annex 2, Schedule 2 (page 14) Key Stages table</p>

Milestone	Deliverables	Duration	Milestone Date	Customer Responsibilities	Milestone Payments	Delay Payments
Not used  See key stage table (page 14)						

#### 4. CONTRACT PERFORMANCE

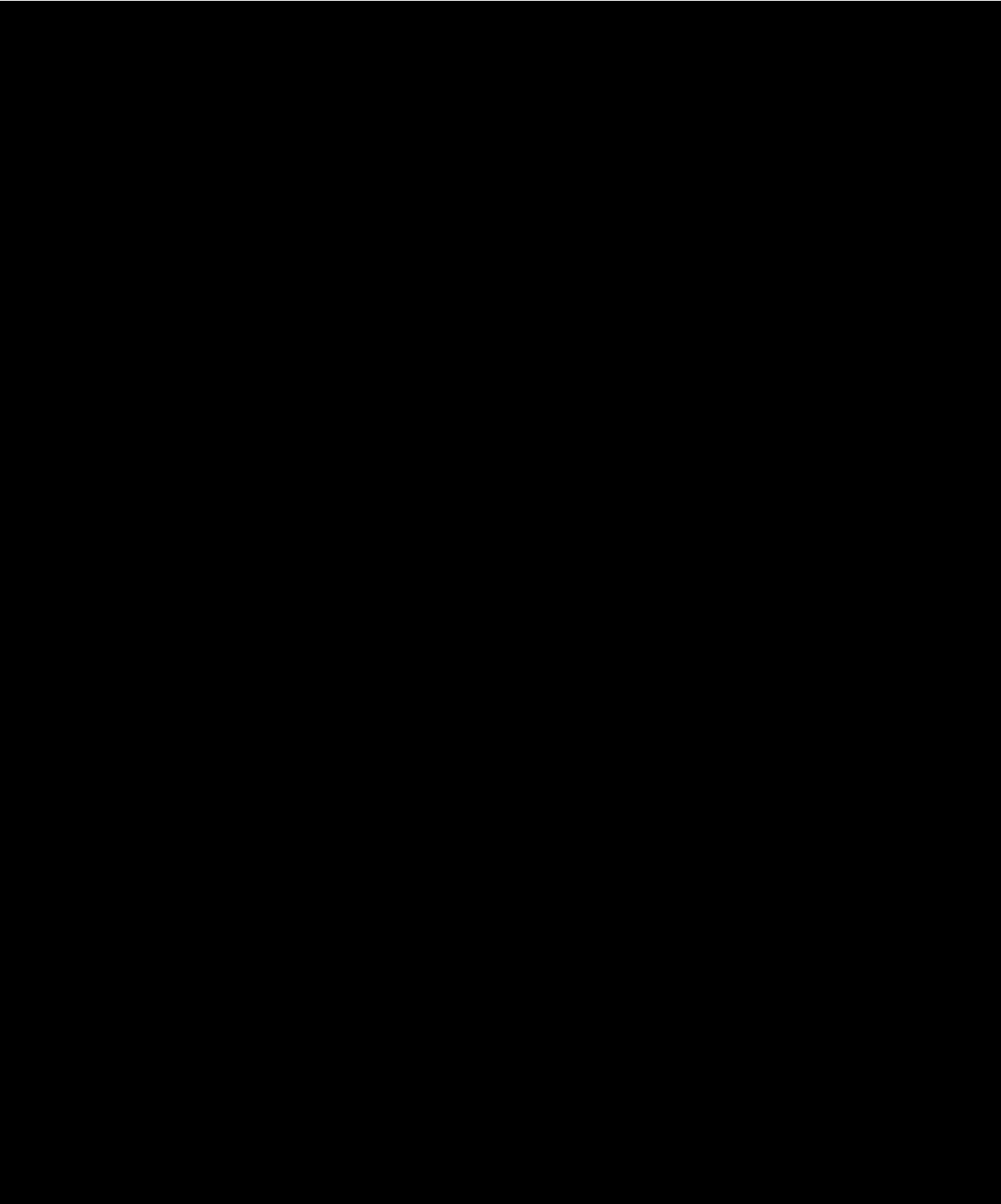
4.1.	Standards:	As per Statement of Requirements
4.2	Service Levels/Service Credits:	Not applicable.
4.3	Critical Service Level Failure:	Not applicable.
4.4	Performance Monitoring:	As per key stages table (page 14)
4.5	Period for providing Rectification Plan:	10 working days

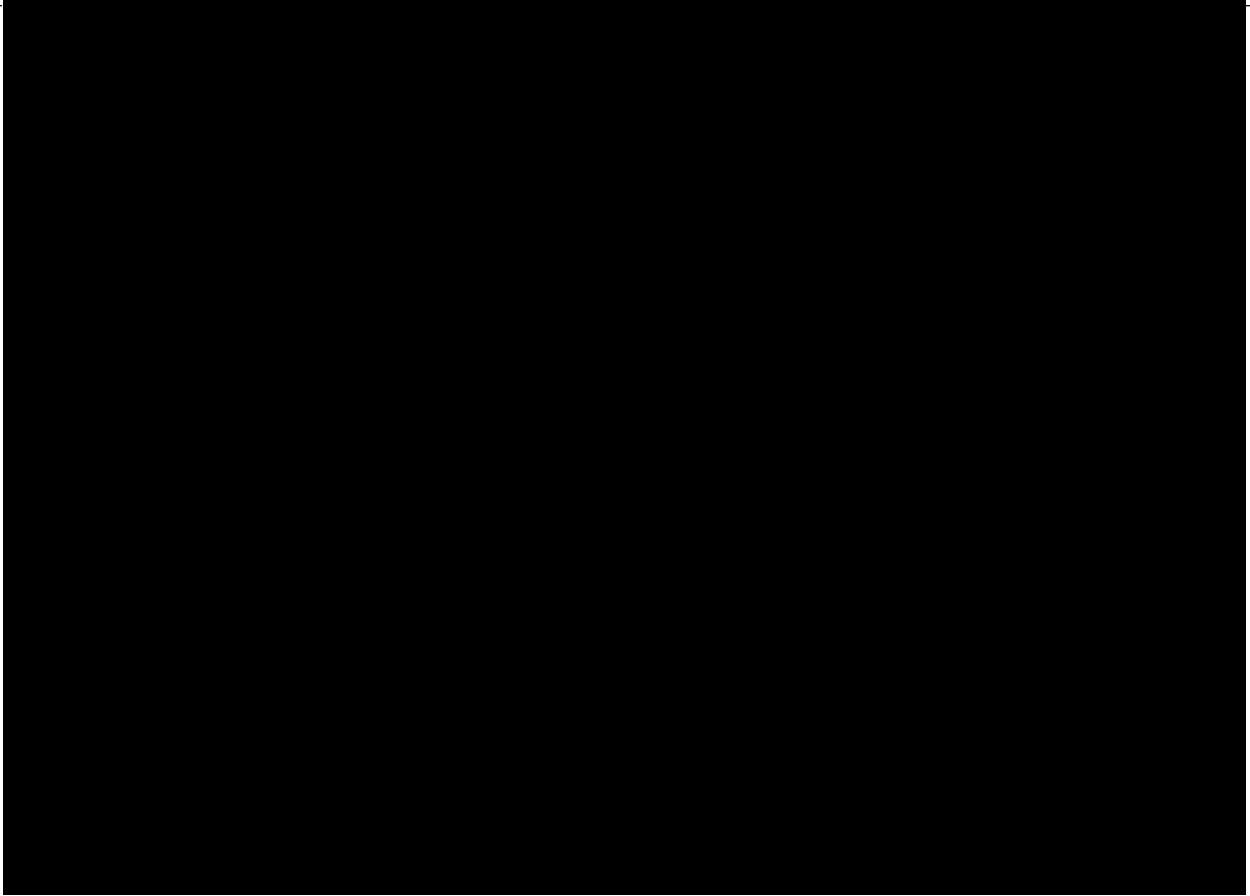
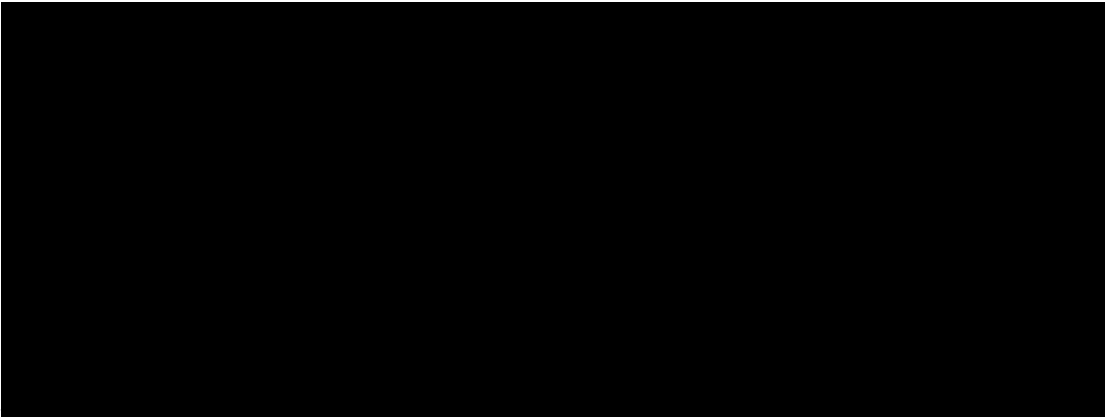
#### 5. PERSONNEL

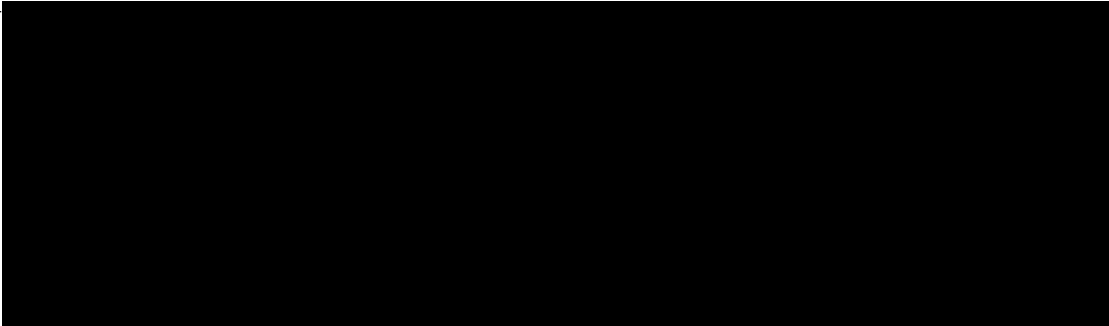
5.1	<b>Key Personnel:</b> 
5.2	<b>Relevant Convictions</b> (Clause 28.2 of the Call Off Terms): Supplier: Authority: None



## 6. PAYMENT

<b>6.1</b>	<b>Call Off Contract Charges</b> (including any applicable discount(s), but excluding VAT): In Annex 1 of Call Off Schedule 3 (Call Off Contract Charges, Payment and Invoicing) 
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6.2	<p><b>Payment terms/profile</b> (including method of payment e.g. Government Procurement Card (GPC) or BACS):</p> <p>In Annex 2 of Call Off Schedule 3 (Call Off Contract Charges, Payment and Invoicing)</p> <p>All invoices must be sent, quoting a valid purchase order number (PO Number),</p> <p>Within <b>[10]</b> 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.</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes 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). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.</p> <p>If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to</p> <p><a href="mailto:finance-ap-enquiries@homeoffice.gov.uk">finance-ap-enquiries@homeoffice.gov.uk</a></p> <p>or by telephone <b>0845 0100122</b></p> <p>between 09:00-17:00 Monday to Friday.</p>
6.3	<p><b>Reimbursable Expenses:</b></p> <p>Not permitted</p>

<b>6.4</b>	<b>Customer billing address</b> (paragraph 7.6 of Call Off Schedule 3 (Call Off Contract Charges, Payment and Invoicing)):  <b>Home Office Shared Service Centre</b> <b>PO Box 5015</b> <b>Newport</b> <b>NP20 9BB</b>
<b>6.5</b>	<b>Call Off Contract Charges fixed for</b> (paragraph 8.2 of Schedule 3 (Call Off Contract Charges, Payment and Invoicing)): <b>One year</b>  Call Off Contract one year from the Call Off Commencement Date
<b>6.6</b>	<b>Supplier periodic assessment of Call Off Contract Charges</b> (paragraph 9.2 of Call Off Schedule 3 (Call Off Contract Charges, Payment and Invoicing)) will be carried out on:  Not applicable
<b>6.7</b>	<b>Supplier request for increase in the Call Off Contract Charges</b> (paragraph 10 of Call Off Schedule 3 (Call Off Contract Charges, Payment and Invoicing)):  Not Permitted

## 7. LIABILITY AND INSURANCE

<b>7.1</b>	<b>Estimated Year 1 Call Off Contract Charges:</b>  [REDACTED]
<b>7.2</b>	<b>Supplier's limitation of Liability</b> (Clause 37.2.1 of the Call Off Terms);  'N/A - as per the standard call off terms'
<b>7.3</b>	<b>Insurance</b> (Clause 38.3 of the Call Off Terms):  'N/A - as per the standard call off terms'

## 8. TERMINATION AND EXIT

<b>8.1</b>	<b>Termination on material Default</b> (Clause 42.2 of the Call Off Terms):  7.3 & 13.1 Statement of Requirements-satisfactory completion of stage 1 shall apply.
<b>8.2</b>	<b>Termination without cause notice period</b> (Clause 42.7 of the Call Off Terms):  In Clause 42.7 of the Call Off Terms (30) working days
<b>8.3</b>	<b>Undisputed Sums Limit:</b>  [REDACTED]  [REDACTED]  [REDACTED]
<b>8.4</b>	<b>Exit Management:</b>  As per key stages table (page 14)

## 9. SUPPLIER INFORMATION

<b>9.1</b>	<b>Supplier's inspection of Sites, Customer Property and Customer Assets:</b>  Not applicable
<b>9.2</b>	<b>Commercially Sensitive Information:</b>  Pricing information.

## 10. OTHER CALL OFF REQUIREMENTS

<b>10.1</b>	<b>Recitals</b> (in preamble to the Call Off Terms):  Recitals B to E  Recital C - date of issue of the Statement of Requirements: <b>12<sup>th</sup> April 2021</b>  Recital D - date of receipt of Call Off Tender: <b>26<sup>th</sup> April 2021</b>
<b>10.2</b>	<b>Call Off Guarantee (Clause 4 of the Call Off Terms):</b>  Not required
<b>10.3</b>	<b>Security:</b>

	Call off terms, schedule 7, paragraph 1-5
<b>10.4</b>	<b>ICT Policy:</b> Not applied
<b>10.6</b>	<b>Business Continuity &amp; Disaster Recovery:</b> Not applied
<b>10.7</b>	<b>NOT USED</b>
<b>10.8</b>	<b>Protection of Customer Data</b> (Clause 35.2.3 of the Call Off Terms): Not applicable
<b>10.9</b>	<b>Notices</b> (Clause 56.6 of the Call Off Terms): Customer's postal address and email address: Home Office 2 Marsham Street, London, SW1P 4DF ████████████████████  Supplier's postal address and email address: Crest Advisory (UK) Ltd, Gilmoora House, 57-61 Mortimer Street, London W1W 8HS ████████████████████
<b>10.10</b>	<b>Transparency Reports</b> In Call Off Schedule 13 (Transparency Reports) Not applicable

TITLE	CONTENT	FORMAT	FREQUENCY
[Performance]	[ ]	[ ]	[ ]
[Call Off Contract Charges]	[ ]	[ ]	[ ]

[Key Sub-Contractors]	[ ]	[ ]	[ ]
[Technical]	[ ]	[ ]	[ ]
[Performance Management]	[ ]	[ ]	[ ]

10.11	<b>Alternative and/or Additional Clauses from Call Off Schedule 14 and if required, any Customer alternative pricing mechanism:</b> <div style="background-color: black; height: 15px; width: 100%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 30%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 30%; margin-bottom: 5px;"></div> .
10.12	<b>Call Off Tender:</b> In Schedule 16 (Call Off Tender) at the end of this document.
10.13	<b>Publicity and Branding (Clause 36.3.2 of the Call Off Terms)</b> Clause 36 Call off terms shall apply
10.14	<b>Staff Transfer</b> Annex to Schedule 10, List of Notified Sub-Contractors (Call Off Tender). None
10.15	<b>Processing Data</b> <div style="background-color: black; height: 15px; width: 20%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 15%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 35%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 15%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 45%; margin-bottom: 5px;"></div> <div style="background-color: black; height: 15px; width: 20%; margin-bottom: 5px;"></div>

<b>Contract Reference: C20689</b>		
<b>Date: 14<sup>th</sup> May 2021</b>		
<b>Description of Authorised Processing</b>	<b>Details</b>	
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation the Parties are independent	

	controllers of Personal Data under this Framework Agreement.																									
Use of Personal Data	No personal data is either controlled or processed for the purposes of this agreement																									
Duration of the processing	Not applicable																									
Nature and purposes of the processing	Not applicable																									
Type of Personal Data	None																									
Categories of Data Subject	Not applicable																									
<b>10.16</b>	<b>MOD DEFCONs and DEFFORM</b>																									
	Call Off Schedule 15																									
	Not applicable																									
<p><b>The following MOD DEFCONs and DEFFORMs form part of this Call Off Contract:</b></p> <p>DEFCONs</p> <table border="1"> <thead> <tr> <th>DEFCON No</th><th>Version</th><th>Description</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </tbody> </table> <p>DEFFORMs</p> <table border="1"> <thead> <tr> <th>DEFFORM No</th><th>Version</th><th>Description</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </tbody> </table>			DEFCON No	Version	Description													DEFFORM No	Version	Description						
DEFCON No	Version	Description																								
DEFFORM No	Version	Description																								





## FORMATION OF CALL OFF CONTRACT

**BY SIGNING AND RETURNING THIS CALL OFF ORDER FORM** (which may be done by electronic means) the Supplier agrees to enter a Call Off Contract with the Customer to provide the Services in accordance with the terms 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.

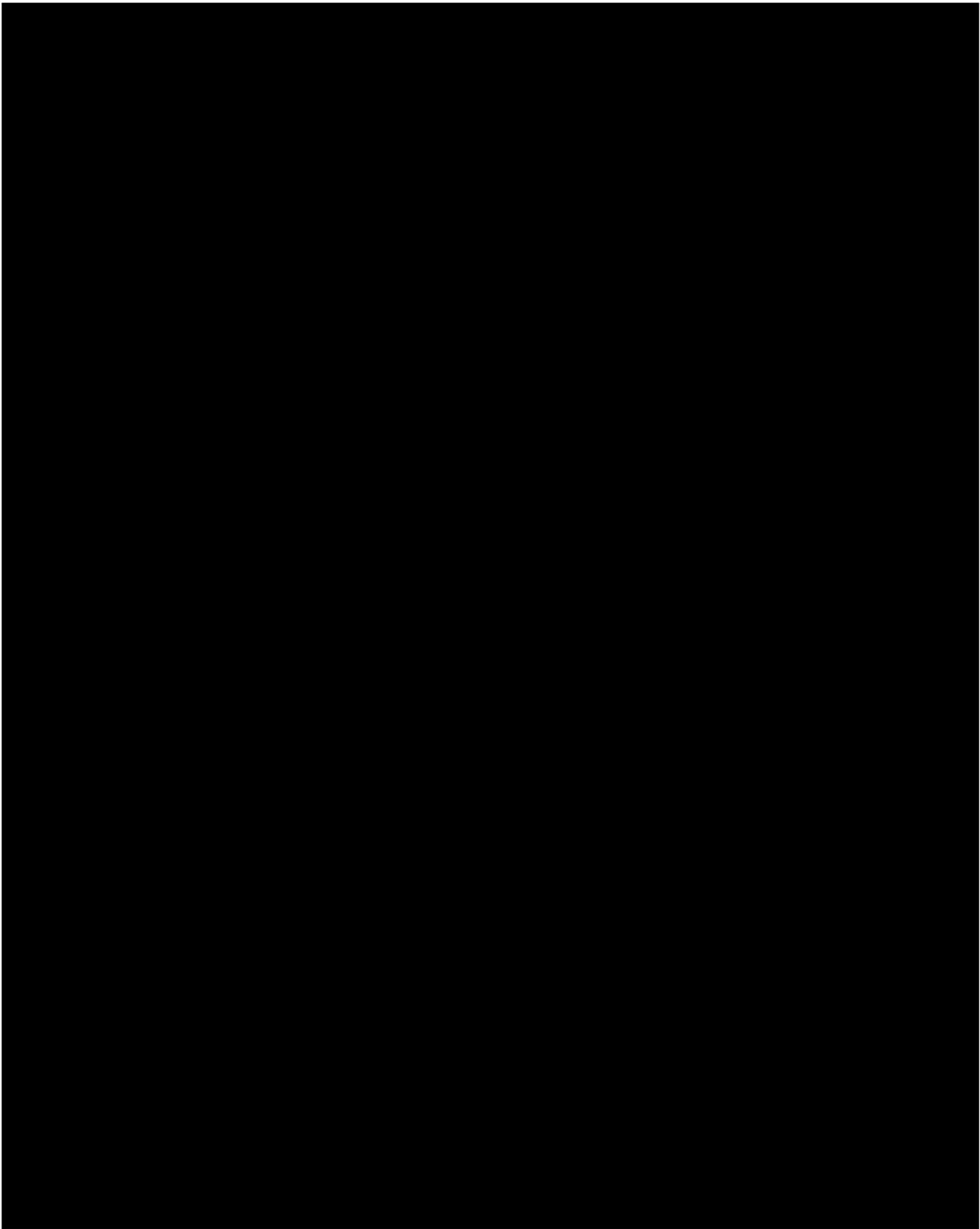
In accordance with paragraph 7 of Framework Schedule 5 (Call Off Procedure), the Parties hereby acknowledge and agree that this Call Off Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of the Call Off Order Form from the Supplier within two (2) Working Days from such receipt.

### For and on behalf of the Supplier:

Name and Title	Harvey Redgrave CEO
Signature	
Date	2 June 2021

### For and on behalf of the Customer:

Name and Title	Nigel Prideaux
Signature	
Date	2 <sup>nd</sup> June 2021



Management [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[Redacted text block]

[Redacted text block]

[Redacted text block]

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[Redacted text block]

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[Redacted text block]

Management Consultancy Framework Two (MCF2) - RM6008  
Framework Schedule 4 – Template Call Off Order Form  
Attachment 5a  
© Crown copyright 2018

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[Redacted text block]



[illegible]



[REDACTED]