

**Framework**

**Award Form**

This Framework Award Form creates the Framework Contract RM1557.14L4 G Cloud 14 Lot 4. It summarises the main features of the procurement and includes CCS and the Supplier’s contact details.

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|  | **CCS**  | The Minister for the Cabinet Office represented by its executive agency the Crown Commercial Service (CCS). Its offices are on: 9th Floor, The Capital, Old Hall Street, Liverpool L3 9PP. |
|  | **Supplier** |

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| --- | --- |
| Name:  | **[Insert** name (registered name if registered)] |
| Address:  | [**Insert** address registered address if registered] |
| Registration number:  | [**Insert** registration number if registered] |
| SID4GOV ID: | [**Insert** SID4GOV ID if you have one] |
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|  | **FrFramework Contract** | This framework contract between CCS and the Supplier allows the Supplier to be considered for Call-off Contracts to supply the Deliverables. You cannot deliver in any other Lot under this contract. Any references made to other Lots in this contract do not apply. This opportunity is advertised in the Contract Notice in the Find a Tender Service reference RM1557.14L4 (FTS Contract Notice). |
|  | **Deliverables**  | **Cloud Support*** **Cloud Migration Planning** - the provision of planning services to enable customers to move to cloud software and/or hosting services
* **Set Up and Migration** - the provision of setup and migration services which involves the process of consolidating and transferring a collection of workloads. Workloads can include emails, files, calendars, document types, related metadata, instant messages, applications, user permissions, compound structure and linked components.
* **Security Services** - Maintain the confidentiality, integrity and availability of services and information, and protect services against threats
* **Quality Assurance and Performance Testing** - Continuously ensure that a service does what it’s supposed to do to meet user needs efficiently and reliably.
* **Training** - provision of training to provide organisations with the ability to optimise the use of cloud based software and services, cloud security management and other cloud and virtualisation topics.
* **Ongoing Support** - Support user needs by providing help before, during and after service delivery.

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** | N/A |
|  | **Order****Procedure** | * Further Competition

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) RM1557.14L4
4. Joint Schedule 11 (Processing Data) RM1557.14L4
5. The following Schedules for RM1557.14L4 (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 11 (Installation Works)
		+ Call-Off Schedule 12 (Clustering)
		+ Call-Off Schedule 13 (Implementation Plan and Testing)
		+ Call-Off Schedule 14 (Service Levels)
		+ Call-Off Schedule 15 (Call-Off Contract Management)
		+ Call-Off Schedule 16 (Benchmarking)
		+ Call-Off Schedule 17 (MOD Terms)
		+ Call-Off Schedule 18 (Background Checks)
		+ Call-Off Schedule 19 (Scottish Law)
		+ Call-Off Schedule 20 (Call-Off Specification)
		+ Call-Off Schedule 21 (Northern Ireland Law)
		+ Call-Off Schedule 23 (HMRC Terms)

 * Framework Schedule 7 (Call-Off Award Procedure)
* Framework Schedule 8 (Self Audit Certificate)
* 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 8 (Guarantee)
* Joint Schedule 9 (Minimum Standards of Reliability)
* Joint Schedule 10 (Rectification Plan)
* Joint Schedule 12 (Supply Chain Visibility)
1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) RM1557.14L4
3. Framework Schedule 2 (Framework Tender RM1557.14L4 as long as any part of the Framework Tender that offers a better commercial position for CCS or Buyers (as decided by CCS) take precedence over the documents above
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|  | **Framework****Special Terms** | N/A |
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|  | **Framework****Prices**  | **As per the completed SFIA Rate Card**Details in Framework Schedule 3 (Framework Prices) |
|  | **Insurance** | Details in Annex of Joint Schedule 3 (Insurance Requirements). |
|  | **Cyber** **Essentials Certification** | Information only |
|  | **Management Charge** | The Supplier will pay, excluding VAT, 0.75% of all the Charges for the Deliverables invoiced to the Buyer under all Call-Off Contracts. |
|  | **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] |
|  | **CCS** **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 CCS:** |
| Signature: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |