

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

Order Form

CALL-OFF REFERENCE:	External Legal Support for IMA
THE BUYER:	Independent Monitoring Authority
BUYER ADDRESS	Independent Monitoring Authority 3rd Floor Civic Centre Oystermouth Road Swansea SA1 3SN
THE SUPPLIER:	Browne Jacobson LLP
SUPPLIER ADDRESS:	Mowbray House, Castle Meadow Road, Nottingham NG2 1BJ
REGISTRATION NUMBER:	OC306448
DUNS NUMBER:	737471594
SID4GOV ID:	555536

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 1st July 2022.

It's issued under the Framework Contract with the reference number Legal Services Panel RM6179 for the provision of legal advice and services.

CALL-OFF LOT(S):
Lot 1 – General and Legal Advice and Services

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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) RM6179
3. Framework Special Terms
4. The following Schedules in equal order of precedence:

- Joint Schedules for RM6179

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

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- Call-Off Schedules for External Legal Support For IMA

- Call-Off Schedule 1 (Transparency Reports)
- Call-Off Schedule 2 (Staff Transfer)
- Call-Off Schedule 3 (Continuous Improvement)
- [Call-Off Schedule 5 (Pricing Details)]
- [Call-Off Schedule 7 (Key Supplier Staff)]
- [Call-Off Schedule 19 (Scottish Law)]
- [Call-Off Schedule 20 (Call-Off Specification)]
- [Call-off Schedule 21 (Northern Ireland Law)]
- Call-Off Schedule 24 (Special Schedule)

5. CCS Core Terms (version 3.0.11)
6. Joint Schedule 5 (Corporate Social Responsibility) RM6179
7. [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.] Insert technical bid response

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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

]

[None]

CALL-OFF START DATE: 1st July 2022

CALL-OFF EXPIRY DATE: 1st July 2024 (With option to extend up to 1+1 year)

CALL-OFF INITIAL PERIOD: 2 Years

WORKING DAY

Buyer guidance:

Monday-Friday working week

Not Applicable

CALL-OFF DELIVERABLES

The Buyer is entitled to 2 hours of free initial consultation and legal advice with each Order in accordance with Paragraph 5.2 of Framework Schedule 1 (Specification).

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

MANAGEMENT OF CONFLICT OF INTEREST

Nothing additional to the CCS Core Terms (version 3.0.11).

CONFIDENTIALITY

Nothing additional to the CCS Core Terms (version 3.0.11).

IPR

Nothing additional to the CCS Core Terms (version 3.0.11).

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MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms, and as amended by the Framework Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is. £200,000 Estimated Charges in the first 12 months of the Contract.

CALL-OFF CHARGES

(a) Hourly Rate

Browne Jacobson Hourly Rates Used

[REDACTED]

VOLUME DISCOUNTS

Where the Supplier provides Volume Discounts, the applicable percentage discount (set out in Table 2 of Annex 1 of Framework Schedule 3 (Framework Prices)) shall automatically be applied by the Supplier to all Charges it invoices regarding the Deliverables on and from the date and time when the applicable Volume Discount threshold is met and in accordance with Paragraphs 8, 9 and 10 of Framework Schedule 3.

REIMBURSABLE EXPENSES

Any expenses should be compliant with MoJ travel and subsistence policy and must be approved by the authority in advance.

DISBURSEMENTS

Not Payable

ADDITIONAL TRAINING CHARGE

None

SECONDMENT CHARGE

None

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED]

[REDACTED]

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BUYER'S ENVIRONMENTAL POLICY

Not Applicable

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

PROGRESS REPORT

Not Applicable

PROGRESS REPORT FREQUENCY

Not Applicable

KEY STAFF

Not Applicable

KEY SUBCONTRACTOR(S)

1. [REDACTED]
2. [REDACTED]

COMMERCIALLY SENSITIVE INFORMATION

Not Applicable

SERVICE CREDITS

Not Applicable

ADDITIONAL INSURANCES

Lot 1 Suppliers are required to have £10m Professional Indemnity Insurance

GUARANTEE

Not Applicable

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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)]

SCHEDULES:

JOINT SCHEDULES

Joint Schedule 1 – Definitions	[REDACTED]
Joint Schedule 2 – Variation Form	[REDACTED]
Joint Schedule 3 – Insurance Requirements	[REDACTED]
Joint Schedule 4 – Commercially Sensitive Information	[REDACTED]
Joint Schedule 5 – Corporate Social Responsibility	[REDACTED]

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Joint Schedule 10 – Rectification Plan	[REDACTED]
Joint Schedule 11 – Processing Data	[REDACTED]

CALL OFF SCHEDULES

Call of Schedule 1 – Transparency Reports	[REDACTED]
Call of Schedule 2 – Staff Transfer	[REDACTED]
Call of Schedule 3 – Continuous Improvement	[REDACTED]
Call of Schedule 4 – Call of Tender	[REDACTED]
Call of Schedule 5 – Pricing Details	[REDACTED]
Call off Schedule 7 – Key Supplier Staff	[REDACTED]
Call of Schedule 19 – Scottish Law	[REDACTED]
Call off Schedule 20 – Specification	[REDACTED]

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Call of Schedule 21 – Northern Ireland Law	[REDACTED]
Call of Schedule 24 – Legal Services Special Schedule	[REDACTED]

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	[REDACTED]	Signature:	[REDACTED]
Name:	[REDACTED]	Name:	[REDACTED]
Role:	[REDACTED]	Role:	[REDACTED]
Date:	[REDACTED]	Date:	[REDACTED]

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[Buyer guidance: execution by seal / deed where required by the Buyer].