

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

Order Form

CALL-OFF REFERENCE: 7840

THE BUYER: Department for Education

BUYER ADDRESS 2 St Pauls Place, 125 Norfolk Street, S1 2JF

THE SUPPLIER: PA Consulting Services Ltd

SUPPLIER ADDRESS: 10 Bressenden Place, London, SW1E 5DN

REGISTRATION NUMBER: 00414220

DUNS NUMBER: 21-100-0617

Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated 5th June 2023

It's issued under the Framework Contract with the reference number RM6187 for the provision of Change Programme Delivery Partner.

CALL-OFF LOT(S):

Lot 7

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)
- 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 7840
 - Call-Off Schedule 3 (Continuous Improvement) - Optional
 - Call-Off Schedule 7 (Key Supplier Staff) - Optional
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery) - Optional
 - Call-Off Schedule 9 (Security) (Mid-Tier contract Schedule 16)

 - Call-Off Schedule 10 (Exit Management) - Optional
 - Call-Off Schedule 13 (Implementation Plan and Testing) - Optional
 - Call-Off Schedule 14 (Service Levels) - Optional
 - Call-Off Schedule 15 (Call-Off Contract Management) - Optional
 - Call-Off Schedule 20 (Call-Off Specification) - Optional

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 start date: 15th June 2023 (to be updated)

Call-off expiry date: 14th June 2025

Call-off initial period: 2 years

Call-off extension period: 1 year

Call-off deliverables:

See details in Call-Off Schedule 20 (Call-Off Specification)

Security

Call off schedule 9 has been replaced by Mid-Tier schedule 16 buyer specific security requirement's.

and
Security Policy

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:

Estimated Year 1 Charges of the Contract. **£3,000,000**

Call-off charges

All Call-off charges to stand as per the Pricing Schedule in our bid response.

Framework Schedule 6 (Order Form Template and Call-Off Schedules)
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Grade	Names	Daily Rate (£ exc VAT)	Number of days	Total	Weighting (%)
Partner	Amanda Kelly, PA Partner Lead	2500	56	£140,000	
Managing Consultant / Director	James Swaffield, iMPOWER Lead	2500	56	£140,000	
Managing Consultant / Director	Amanda Allard, CDC Lead	1500	56	£84,000	
Managing Consultant / Director	Adam Tedesco, Olive Academies Lead	900	56	£50,400	
Managing Consultant / Director	Tim Pope, Programme Director (PA)	2300	282	£648,600	
Principal Consultant / Associate Director	Olly Peppiatt, Head of PMO (PA)	1720	346	£595,120	
Principal Consultant / Associate Director	Maria Bogdanovskaya, Head of Analytics (PA)	1720	266	£457,520	
Principal Consultant / Associate Director	Caroline Coady, Head of Knowledge (CDC)	1720	346	£595,120	
Principal Consultant / Associate Director	Deepa Shukla, REP Cluster 1 Lead Advisor (PA)	1720	346	£595,120	
Senior Consultant / Engagement Manager / Project Lead	Izzie Hurrell, REP Cluster 1 Advisor (iMPOWER)	1420	330	£468,600	
Analyst / Junior Consultant	Reshmi Copperthwaite, REP Cluster 1 Support (CDC)	900	298	£268,200	
Principal Consultant / Associate Director	Sam Gomarsall, REP Cluster 2 Lead Advisor (CDC)	1720	346	£595,120	
Senior Consultant / Engagement Manager / Project Lead	Alara Gokceoglu, REP Cluster 2 Advisor (PA)	1420	330	£468,600	
Analyst / Junior Consultant	Cara, Corbett, Cluster 2 Support (iMPOWER)	900	330	£297,000	
Managing Consultant / Director	Chloe Williams, REP Cluster 3 Lead Advisor (iMPOWER)	1975	346	£683,350	
Senior Consultant / Engagement Manager / Project Lead	Georgia Macqueen Black, Cluster 3 Advisor (CDC)	1420	330	£468,600	
Analyst / Junior Consultant	Amrita Bhuna, REP Cluster 3 Support (PA)	900	344	£309,600	
Principal Consultant / Associate Director	iMPOWER SMEs (various)	1500	266	£399,000	
Principal Consultant / Associate Director	CDC SMEs (various)	1500	165	£247,500	
Principal Consultant / Associate Director	Olive Academies SMEs (various)	900	120	£108,000	
TOTAL				£7,619,450	

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

Payment method(s) BACs 30days EOM

Buyer's invoice address

DfE

accountspayable.ocr@education.gov.uk

2 St Pauls Place, 125 Norfolk Street, Sheffield, S1 2JF

FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives do not apply to this Call-Off Contract.

Buyer's authorised representative

Shehla March

Area Lead

Shehla.march@education.gov.uk

Piccadilly Gate, Store Street, Manchester, M1 2DW

Buyer's security policy

Policy DfE information security January 2021

or insert: [Appended at Call-Off Schedule 9

Supplier's authorised representative

Amanda Kelly

Partner in charge

amanda.kelly@paconsulting.com

10 Bressenden Place, London, SW1E 5DN

Supplier's contract manager

Amanda Kelly

Partner in charge

amanda.kelly@paconsulting.com

10 Bressenden Place, London, SW1E 5DN

Progress report frequency

First Working Day of each month- Programme Progress

Quarterly report- Learnings from REPs

Milestone reports once each milestone has been met

Progress meeting frequency

Programme meetings once a month

Buyer contact

Shehla March

Contract Manager

Shehla.march@education.gov.uk

Piccadilly Gate, Store Street, Manchester, M1 2DW

Key subcontractor(s)

PA Holdings Limited
Council for Disabled Children
IMPOWER
Olive Academies

Commercially sensitive information

No.	Item(s)	Duration of
	Confidentiality	
1	Identity of professional staff and skills experience	5 years
2	Fee rates for professional staff	5 years
3	PA Consulting Methodologies and Tools	5 years

Service credits

Not applicable.

Additional insurances

Not applicable

Guarantee

Not applicable

Buyer's environmental and social value policy

CT196 Environmental Policy in procurement V1.3, 26/7/22 Appended as a separate document.

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) and social value KPI set in statement of requirements.

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:

Signature: 
AMANDA KELLY (Aug 16, 2023 10:03 GMT+1)

Name: Amanda Kelly

Role: A Member of PA's Management Group

Date: Aug 16, 2023

For and on behalf of the Buyer:

Signature: 

Name: Tom Finch

Role: Commercial Deputy Director

Date: Aug 16, 2023