

**Framework**

**Award Form**

This Framework Award Form creates the Framework Contract. It summarises the main features of the procurement and includes the Authority and the Supplier’s contact details.

Please populate all the fields highlighted (Yellow)

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|  | The Authority | 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.ANDNHS Procurement in Partnership |
|  | Supplier |

|  |  |
| --- | --- |
| 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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|  | Framework Contract | This framework contract between the Authority and the Supplier allows the Supplier to be considered for Call-off Contracts to supply the Deliverables [in Lot(s) [x, y]. 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 Official Journal of the European Union reference [Insert reference number] (OJEU Contract Notice). |
|  | Deliverables  | The Provision of Non Clinical Temporary and Fixed Term Staffing.See Framework Schedule 1 (Specification) for further details. |
|  | Framework Start Date | [Insert Day Month Year] |
|  | Framework Expiry Date | [Insert Day Month Year] |
|  | FrameworkOptionalExtensionPeriod | [Insert detail about extensions of this contract]Up to [Insert Day Month Year] |
|  | OrderProcedure | * [direct award]
* [partially re-opening competition]
* [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) RM6160
4. Joint Schedule 11 (Processing Data) RM6160
5. The following Schedules for RM6160 (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 22 (Lease Terms)
* Framework Schedule 7 (Call-Off Award Procedure)
* Framework Schedule 8 (Self Audit Certificate)
* Framework Schedule 9 (Cyber Essentials Scheme)
* Framework Schedule 10 (Security Assurance Requirements)
* 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 3.0.6)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6160
3. Framework Schedule 2 (Framework Tender) RM6160 as long as any part of the Framework Tender that offers a better commercial position for the Authority or Contracting Authorities (as decided by the Authority) take precedence over the documents above
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|  | Framework Special Terms | Special Term 1 – The following will be added as an additional bullet point at the end of the list of bullet points in Clause 10.4.1: so that it becomes part of the Core Term provision:the Supplier does not declare any Total Cost (ex VAT) via a MI Report in any period of six (6) consecutive Months; |
| Special Term 2 - The following will be added as an additional bullet point at the end of the list of bullet points in Clause 10.4.1: so that it becomes part of the Core Term provision:The Supplier, following a Health Assurance Inspection, does not satisfy remedial findings in the timescales stipulated by the Relevant Authority; |
|  |
|  | Framework Prices  | [Insert information about the prices]Details in Framework Schedule 3 (Framework Prices) |
|  | Insurance | Details in Annex of Joint Schedule 3 (Insurance Requirements). |
|  | Cyber Essentials Certification | Cyber Essentials Scheme Basic Certificate (or equivalent). Details in Framework Schedule F9 (Cyber Essentials Scheme) |
|  | Management Charge | The Supplier will pay, excluding VAT, 0.75% of all the Charges for the Deliverables invoiced to the Contracting Authority under all Call-Off Contracts. |
|  | Supplier FrameworkManager | [**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] |
|  | 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] |
|  | AuthorityAuthorised Representative | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |

|  |  |
| --- | --- |
| **For and on behalf of the Supplier:** | **For and on behalf of the Authority:** |
| Signature: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |