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

**Order Form Version 2**

CALL-OFF REFERENCE: 1.11.4.4619.

THE BUYER: Health & Safety Executive

BUYER ADDRESS Redgrave Court, Merton Road, Bootle, L20 7HS

THE SUPPLIER: Marsh Limited

SUPPLIER ADDRESS:Tower Place, London, EC3R 5BU, United Kingdom

REGISTRATION NUMBER:01507274

DUNS NUMBER: 22-955-8028

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 11 September 2024.

It’s issued under the Framework Contract with the reference number RM6323 for the provision of an insurance brokerage advisory service in order to source Fleet/Spot Hire insurance.

CALL-OFF LOT(S):

Lot 1: Brokerage and Related Services

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) for RM6323
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
* Joint Schedules for RM6323
* Joint Schedule 1 (Definitions)
* Joint Schedule 2 (Variation Form)
* Joint Schedule 3 (Insurance Requirements)
* Joint Schedule 4 (Commercially Sensitive Information)
* Joint Schedule 5 (Corporate Social Responsibility)
* Joint Schedule 11 (Processing Data)
* Call-Off Schedules for 1.11.4.4619.
* Call-Off Schedule 5 (Pricing Details)
* Call-Off Schedule 20 (Call-Off Specification)
1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6323

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

The following Special Terms are incorporated into this Call-Off Contract:

None

CALL-OFF START DATE: 01 April 2025

CALL-OFF EXPIRY DATE: 31 March 2029

CALL-OFF INITIAL PERIOD: 4 years

CALL-OFF DELIVERABLES

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

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 is£56,100.00 excluding tax (this is the previous year’s charges plus 10%)

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details).

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

HSE shall make payment of agreed costs via BACS, in arrears, within 30 days of the acceptance of the invoice. The Contractor shall send a copy invoice along with details of any work satisfactory carried out to the HSE Contract Manager below.

BUYER’S INVOICE ADDRESS:

Newport SSCL - Health & Safety Executive

PO Box 401

Newport

NP10 8FZ

Email: APinvoices-HAS-U@gov.sscl.com

BUYER’S AUTHORISED REPRESENTATIVE

**Personal Information Redacted**

BUYER’S ENVIRONMENTAL POLICY

None

BUYER’S SECURITY POLICY

None

SUPPLIER’S AUTHORISED REPRESENTATIVE

**Personal Information Redacted**

SUPPLIER’S CONTRACT MANAGER

**Personal Information Redacted**

PROGRESS REPORT FREQUENCY

Not required

PROGRESS MEETING FREQUENCY

Not required

KEY STAFF

Not applicable

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

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

|  |  |
| --- | --- |
| CCS Core Terms (version 3.0.11) |  |
| JOINT SCHEDULES |  |
| Joint Schedule 1 – Definitions  |  |
| Joint Schedule 2 – Variation Form |  |
| Joint Schedule 4 – Commercially Sensitive Information  |  |
| Joint Schedule 5 – Corporate Social Responsibility  |  |
| Joint Schedule 11 - Processing Data  |  |

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| CALL-OFF SCHEDULES |  |
| Call-Off Schedule 5 - Pricing Details  | **Information Redacted**  |
| Call-Off Schedule 20 - Call-Off Specification | **Information Redacted**  |