

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

## Order Form

CALL-OFF REFERENCE: **SR2069291384**

THE BUYER: **The Commissioners for HM Revenue and Customs**

BUYER ADDRESS **100 Parliament Street, London, SW1A 2BQ**

THE SUPPLIER: **Phoenix Software Ltd**

SUPPLIER ADDRESS: **Blenheim House, York Rd, Pocklington, Barmby Moor, York YO42 1NS**

REGISTRATION NUMBER: **2548628**

DUNS NUMBER: **76-348-8178**

SID4GOV ID: **76-348-8178**

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 9<sup>th</sup> August 2024.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

### CALL-OFF LOT(S):

Lot 3 Software

### 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) RM6098

Framework Ref: RM6098  
Project Version: v2.0  
Model Version: v3.8

3. Framework Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6098
    - 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)
  - Call-Off Schedules for RM6098
    - Call-Off Schedule 4 (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 15 (Call-Off Contract Management)
    - Call-Off Schedule 23 (HMRC Terms)
5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
6. Joint Schedule 5 (Corporate Social Responsibility) RM6098
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.

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:

N/A

CALL-OFF START DATE: **9<sup>th</sup> August 2024**

CALL-OFF EXPIRY DATE: **8<sup>th</sup> August 2026**

CALL-OFF INITIAL PERIOD: **24 months**

CALL-OFF OPTIONAL EXTENSION: **12 months**

#### CALL-OFF DELIVERABLES

Framework Ref: RM6098  
Project Version: v2.0  
Model Version: v3.8

Option A: 1 x DataCamp – Learn – Enterprise License

**LOCATION FOR DELIVERY**

Physical location is not applicable, services will be delivered remotely across HMRC's estate.

**DATES FOR DELIVERY**

Option A: 9th August 2024

**TESTING OF DELIVERABLES**

Option A: None

**WARRANTY PERIOD**

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 90 days minimum.

**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 £176,494.56.

**CALL-OFF CHARGES**

██████████

**REIMBURSABLE EXPENSES**

N/A

**PAYMENT METHOD**

The Supplier must submit all invoices via SAP Ariba quoting the Purchase Order number. All Invoices must include the purchase order number (Buyer to provide) description and value.

The payment method for this Call-Off Contract will be as per Clause 4 of the Core Terms. The Buyer will pay the Supplier within thirty (30) calendar days upon receipt of a valid invoice submitted in accordance with the details in this 'Payment method' section.

**BUYER'S INVOICE ADDRESS:**

HMRC  
IPC Worthing  
PO Box 2092  
Barrington Road  
Worthing  
BN12 9AN

**BUYER'S AUTHORISED REPRESENTATIVE**



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

#### BUYER'S ENVIRONMENTAL POLICY

HMRC's Environmental policy can be found in the 'HMRC Sustainable Procurement Strategy' which is on our public facing 'Procurement at HMRC' Gov.uk page under the heading "Sustainable Procurement at HMRC" – see links below:

[Procurement at HMRC - HM Revenue & Customs - gov.uk](#)

[HMRC Sustainable Procurement Strategy PDF - gov.uk](#)

#### BUYER'S SECURITY POLICY

Security Policy Framework – gov.uk:

<https://www.gov.uk/government/publications/security-policy-framework/hmg-security-policy-framework>

#### SUPPLIER'S AUTHORISED REPRESENTATIVE

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

#### SUPPLIER'S CONTRACT MANAGER

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

#### PROGRESS REPORT FREQUENCY

N/A

#### PROGRESS MEETING FREQUENCY

N/A

#### KEY STAFF

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

#### KEY SUBCONTRACTOR(S)

N/A

**COMMERCIALLY SENSITIVE INFORMATION**

Supplier pricing– Indefinitely

**SERVICE CREDITS**

N/A

**ADDITIONAL INSURANCES**

N/A

**GUARANTEE**

N/A

**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)

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]