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**Framework Schedule 6 (Short Order Form Template and Call-Off Schedules)** Crown Copyright 2022

**Framework Schedule 6a (Short Order Form**

**Template and Call-Off Schedules)**

**Order Form**

CALL-OFF REFERENCE: **710109450**

THE BUYER: Defence Infrastructure Organisation (Oscar

Number PS1347)

BUYER ADDRESS Kingston Road, Sutton Coldfield, West Midlands,

B75 7RL

THE SUPPLIER: **REDACTED**

SUPPLIER ADDRESS: **4th floor, 20 Triton Street, London NW1 3BF.**

REGISTRATION NUMBER: **975677**

DUNS NUMBER: **22-717-0826**

SID4GOV ID: **N/A**

This Order Form, when completed and executed by both Parties, forms a Call-Off Contract. A Call-Off Contract can be completed and executed using an equivalent document or electronic purchase order system.

If an electronic purchasing system is used instead of signing as a hard-copy, text below must be copied into the electronic order form **starting from ‘APPLICABLE FRAMEWORK CONTRACT’ and up to, but not including, the Signature block.**

**APPLICABLE FRAMEWORK CONTRACT**

This Order Form is for the provision of the Call-Off Deliverables and dated 6th December 2023.

It’s issued under the Framework Contract with the reference number RM6277 for the provision of Non Clinical Staff.

**CALL-OFF LOT(S):**

Lot 2 - Corporate Functions

Framework Ref: RM6277

Project Version: v1.0 1
Model Version: v3.8

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**CALL-OFF INCORPORATED TERMS**This is a Bronze Contract.

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.
2. Joint Schedule 1 (Definitions and Interpretation) RM6277
3. The following Schedules in equal order of precedence:
* Joint Schedules for RM6277
* Joint Schedule 2 (Variation Form)
* Joint Schedule 3 (Insurance Requirements)
* Joint Schedule 4 (Commercially Sensitive Information)
* Joint Schedule 7 (Financial Difficulties including Annex 5 Optional Terms for Bronze Contracts)
* Joint Schedule 10 (Rectification Plan)
* Joint Schedule 11 (Processing Data)
* Call-Off Schedules for RM6277
* Call-Off Schedule 1 (Transparency Reports)
* Call-Off Schedule 2 (Staff Transfer)
* Call-Off Schedule 3 (Continuous Improvement)
* Call-Off Schedule 17 (MOD Terms)
1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6277

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 START DATE:** 31st January 2024

**CALL-OFF EXPIRY DATE:** 31st January 2025

**CALL-OFF DELIVERABLES**

The provision of Non Clinical Temporary staff

|  |  |
| --- | --- |
| **ASSIGNMENT TYPE:** | Temporary Assignment |
| **NUMBER OF ROLES REQUIRED:** | 1 |
| **JOB ROLE/TITLE:** | Programme Director services via the Temporary Work-Seekers personal service company| |
| **HOURS/DAYS REQUIRED** | 235 days |
| **DETAIL ON UNSOCIAL HOURS REQUIRED** | N/A |

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|  |  |
| --- | --- |
| **HIGH COST AREA SUPPLEMENT? (NHS ONLY)** | N/A |
| **IMMUNISATION REQUIREMENTS** | No |

|  |  |
| --- | --- |
| **AGENDA FOR CHANGE PAY BAND: (use rate card to determine this)** | Band 10B |
| **EXPENSES TO BE PAID OR BENEFITS OFFERED** | XX |

|  |  |
| --- | --- |
| **EXPENSES TO BE PAID BY TEMPORARY WORK-SEEKER** | XX |
| **FEE TYPE:** | Fee Type 2: Non-Patient Facing (Disclosure required) |

|  |  |
| --- | --- |
| **DBS REQUIRED****(FEE TYPE 1 AND 2 ONLY)** | Basic |
| **QUALIFICATION REQUIREMENTS** | No |
| **TEMPORARY WORK-SEEKERS COMPLIANCE REQUIREMENTS (NON-NHS CUSTOMERS ONLY) State any other required clearance and/or background checking** | Temporary Work-Seekers in Central Government will be checked to Baseline Personnel Security Standard plus any additional checks detailed below. All other Temporary Work-Seekers will be subject to Supplier’s standard pre-employment checks unless otherwise stated below;Required to hold SC level clearance |

As defined by framework specification

**STATE ANY SKILLS,**

**MANDATORY TRAINING AND QUALIFICATIONS NECESSARY FOR THE ROLE (THOSE DEFINED BY THE FRAMEWORK SPECIFICATION APPLY BE DEFAULT**)

**ASSIGNMENT REQUIREMENT**

The Temporary Work Seeker shall provide services under a personal service company Imover Consultancy Services Limited and shall be liable for delivering the work. For the avoidance of doubt the Supplier shall not be responsible for the work whatsoever or howsoever arising. The outputs are as follows:

(1)The Project Schedule for delivery of the Soft FM Digitisation project:

1. 15-02-2024 - Provision of SFM contractual data for DEF SFM LOT2 tender
2. 22-03-2024 -
Implementation of SFM products for Training Estate TESC Mobilisation
3. 01-06-2024 -
Implementation of SFM products for Overseas Prime Contracts (OPC) Germany and Wider Europe
4. 08-07-2024 -

Implementation of SFM
products for OPC Cyprus

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Mobilisation

1. 10-01-2025 -
Implementation of SFM products for OPC South Atlantic Islands Mobilisation
2. Ad hoc BAU delivery to the existing contract as defined by the programme plan

(2)The schedule of DIO contract mobilisations:

1. 01-02-2024 - Introduction of new Total FM contract for DIO Training Estate
2. 01-05-2024 - Introduction of new contract for VE/RFCA (Hard FM) Phase 1
3. 01-06-2024 -
Implementation of new Total FM contract for OPC Germany and wider Europe
4. 08-07-2024 – Introduction of new contract for DIO Overseas Prime Contracts (OPC) Cyprus (Soft FM)
5. 01-08-2024 –
Implementation of new contract for VE/RFCA (Hard FM) Phase 2
6. 10-01-2025 -
Implementation of new Total FM contract for OPC South Atlantic Islands

|  |  |
| --- | --- |
| **Planned Date** | **Key Milestone** |
| **REDACTED** | Introduction of new Total FM contract for DIO Training Estate |

|  |  |
| --- | --- |
| **REDACTED** | Provision of SFMcontractual data for DEF SFM LOT2 tender |
| **REDACTED** | Implementation of SFM products for Training Estate TESC Mobilisation |

|  |  |
| --- | --- |
| **REDACTED** | Introduction of newcontract for VE/RFCA (Hard FM) Phase 1 |

|  |  |
| --- | --- |
| **REDACTED** | Implementation of SFM products for Overseas Prime Contracts (OPC)Germany and Wider Europe |

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|  |  |
| --- | --- |
| **REDACTED** | Implementation of new Total FM contract for OPC Germany and wider Europe |

**REDACTED**

**REDACTED**

Implementation of SFM products for OPC Cyprus Mobilisation

Introduction of new

contract for DIO Overseas Prime Contracts (OPC) Cyprus (Soft FM)

|  |  |
| --- | --- |
| **REDACTED** | Implementation of new contract for VE/RFCA (Hard FM) Phase 2 |

**REDACTED**

**REDACTED**

Implementation of new Total FM contract for OPC South Atlantic Islands

Implementation of SFM products for OPC South

Atlantic Islands
Mobilisation

Planned and agreed milestones, will meet the agreed quality criteria - Green = milestone outputs delivered to the Buyer defined criteria, Amber = some challenge to quality but manageable, Red = Buyer shall not approved milestone output against agreed quality criteria. These are to be tested during contract management meetings.

|  |  |
| --- | --- |
| **ENGAGEMENT OF TEMPORARY WORK-SEEKER** | Notwithstanding anything under this Agreement to the contrary, the manner in which a Temporary Work-Seeker engaged by the Supplier under a contract for services via a personal service company (“PSC”), provides the services during the Assignment, shall not be under or subject to the supervision, direction or control of the Buyer or Supplier. For the avoidance of doubt, the Buyer shall remain responsible for the PSC whilst on Assignment. |

**GDPR POSITION**

Independent Controller

The Parties acknowledge that for the purposes of the Data Protection Legislation,

under these Call Off Terms the Parties are independent Data Controllers of Personal

Data. For the avoidance of doubt, Joint Schedule 11 Clauses 3 – 17 shall not apply.

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The contact details of the Buyer’s Data Protection Officer are:
**REDACTED**

The contact details for data protection queries to the Supplier is: **REDACTED**

**MAXIMUM LIABILITY**

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms, as varied by the Framework Award Form to £1,000,000.00 ex VAT or 150% of the estimated yearly charges

**CALL-OFF CHARGES**

Charges as per the Framework Agreement. Discounts under Framework Schedule 1 Clause 13.24 and 13.25 will only be discounted to standard Framework Agreement Charges.

**REDACTED**

**Contract Value (limit of liability based on 235 days) - £248,503.10 ex VAT**

**PAYMENT METHOD**

**For Temporary Work-Seekers** Invoices will be issued weekly.

**BUYER’S INVOICE ADDRESS:**

**REDACTED**

**REDACTED**

**REDACTED**

Delancey Building, Ground Floor, Monxton Road, Andover, SP11 8HJ

**BUYER’S AUTHORISED REPRESENTATIVE**

**REDACTED**

**REDACTED**

**REDACTED**

Kingston Road, Sutton Coldfield, West Midlands, B75 7RL

**SUPPLIER’S AUTHORISED REPRESENTATIVE**

**REDACTED**

**REDACTED**

**REDACTED**

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4th Floor, 20 Triton Street, London, NW1 3BF

**SUPPLIER’S CONTRACT MANAGER**

**REDACTED**

**REDACTED**

**REDACTED**

The Blade, Abbey Square, Reading, RG1 3BE

|  |  |
| --- | --- |
| **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:Services | **REDACTED** |
| Date: | 30 January 2024 | Date: | 30 January 2024 |

Framework Ref: RM6277

Project Version: v1.0 7
Model Version: v3.8