

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

## Order Form

CALL-OFF REFERENCE: **PURCHASE ORDER NUMBER: 31500123**

THE BUYER:

**Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland**

BUYER ADDRESS

**Artillery Systems, MOD Abbey Wood, Cedar 2C, Bristol, BS34 8JH**

THE SUPPLIER:

**Thebigword Group**

SUPPLIER ADDRESS:

**Brainworks, Unit 4, Royds Close, Leeds, England, LS12 6LL**

REGISTRATION NUMBER:

**05551907**

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 17 May 2023. It's issued under the Framework Contract with the Framework Contract Reference number RM6141 for the provision of Language Translation Services

CALL-OFF LOT(S):

**Lot 2**

### 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) RM6141
3. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6141
    - Joint Schedule 2 (Variation Form)

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

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- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 11 (Processing Data)
- Joint Schedule 12 (Supply Chain Visibility)
- Call-Off Schedules for RM6141
  - Call-Off Schedule 1 (Transparency Reports)
  - Call-Off Schedule 2 (Staff Transfer)
  - Call-Off Schedule 3 (Continuous Improvement)
  - Call-Off Schedule 5 (Pricing Details)
  - Call-Off Schedule 20 (Call-Off Specification)

4. CCS Core Terms (version 3.0.8)

5. Joint Schedule 5 (Corporate Social Responsibility) RM6141

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

None

CALL-OFF START DATE: 17 May 2023

CALL-OFF EXPIRY DATE: 17 July 2023

CALL-OFF INITIAL PERIOD: 2 Months

### CALL-OFF DELIVERABLES

**Option A:** Translation of Archer Safety Documents, Source Language: Swedish, Target Language: English. 85,760 words. Translated within 22 Days of Contract Award.

### MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

### CALL-OFF CHARGES

Option A: **£14,373.41**

### REIMBURSABLE EXPENSES

**None**

### PAYMENT METHOD

**CP&F**

### BUYER'S INVOICE ADDRESS:

Nick Stewart

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

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### **Cost Control Lead**

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MOD Abbey Wood, Cedar 2C, Stoke Gifford, Bristol, BS34 8JH

### **BUYER'S AUTHORISED REPRESENTATIVE**

Sam Taylor

Senior Commercial Executive

Sam.taylor696@mod.gov.uk

MOD Abbey Wood, Cedar 2C, Stoke Gifford, Bristol, BS34 8JH

### **BUYER'S ENVIRONMENTAL POLICY**

Ministry of Defence Climate Change and Sustainability Strategic Approach, Version 1, 30 March 2021, available online at:

[Ministry of Defence Climate Change and Sustainability Strategic Approach - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/94421/Ministry_of_Defence_Climate_Change_and_Sustainability_Strategic_Approach.pdf)

### **BUYER'S SECURITY POLICY**

Security Policy Framework: Protecting, Version 1.3, December 2022, available online at:

[Security policy framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/104421/Security_policy_framework_-_GOV.UK.pdf)

### **SUPPLIER'S AUTHORISED REPRESENTATIVE**

Michael Lähdeaho

Head of Business Development

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### **SUPPLIER'S CONTRACT MANAGER**

Faye Devlin

Programme Director

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Brainworks, Unit 4, Royds Close, Leeds, England, LS12 6LL

### **PROGRESS REPORT FREQUENCY**

Not required

### **PROGRESS MEETING FREQUENCY**

Not required

### **COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

### **SERVICE CREDITS**

Not applicable

### **ADDITIONAL INSURANCES**

Not applicable

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**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	<i>Lucy Coles</i>
Name:		Name:	LucyColes
Role:		Role:	DES LE-FIMS-ARTY-Com-Asst1
Date:		Date:	17/05/23