

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

Order Form

CALL-OFF REFERENCE:	CPD4126016
THE BUYER:	Department for Levelling Up, Housing & Communities
BUYER ADDRESS	Fry Building, 2 Marsham Street, London SW1P 4DF
THE SUPPLIER:	County HR Solutions Limited
SUPPLIER ADDRESS:	108 Sandford Road, Chelmsford, Essex, CM2 6DH
REGISTRATION NUMBER:	07105314
DUNS NUMBER:	216323250
SID4GOV ID:	Not Applicable

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 23rd October 2023.

It's issued under the Framework Contract with the reference number CPD4126016 for the provision of DDaT Recruitment and Department Capability.

CALL-OFF LOT(S)

Lot 2: Non-Clinical General Recruitment

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) **RM6229**
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6229**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for **RM6229**
 - 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 7 (Key Supplier Staff)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 20 (Call-Off Specification)
5. CCS Core Terms (version 3.0.11)
6. Joint Schedule 5 (Corporate Social Responsibility) **RM6229**
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

None

CALL-OFF START DATE: 25th September 2023

CALL-OFF EXPIRY DATE: 24th September 2025

CALL-OFF INITIAL PERIOD: 2 years with two optional 1-year extensions
(2 + 1 + 1)

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 £1,917,570.00 (excluding VAT).

CALL-OFF CHARGES

The maximum total contract value for the Call-Off initial period shall be £15,000,000.00 (excluding VAT).

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

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

BACS/ Electronic Invoice

Invoices must quote the Buyer's Contract Number and Purchase Order Number (to be confirmed) along with appropriate description of work completed and timesheets which have been approved by the Buyer. Failure to do so may result in a delay in payment for which the Buyer cannot be held responsible.

BUYER'S INVOICE ADDRESS:

<REDACTED>

BUYER'S AUTHORISED REPRESENTATIVE

<REDACTED>

BUYER'S ENVIRONMENTAL POLICY

Available at: <https://www.gov.uk/government/collections/greening-government-commitments>.

BUYER'S SECURITY POLICY

Available at: <https://www.government/publications/security-policy-framework/hmg-security-policy-framework>.

SUPPLIER'S AUTHORISED REPRESENTATIVE

<REDACTED>

SUPPLIER'S CONTRACT MANAGER

<REDACTED>

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

Weekly project meetings and monthly programme boards

KEY STAFF

See details in Call-Off Schedule 7 (Key Supplier Staff)

KEY SUBCONTRACTOR(S)

To be confirmed. The Supplier will confirm the appointed sub-contractors for each Statement of Work.

COMMERCIALLY SENSITIVE INFORMATION

As set out in Joint Schedule 4 (Commercially Sensitive Information)

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

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).

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

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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:	14 th October 2023	Date:	23 rd October 2023