



Foreign, Commonwealth & Development Office

CALL DOWN CONTRACT

Framework Agreement with: Centre for Evaluation and Development

Framework Agreement for: Global Evaluation Monitoring Framework Agreement (GEMFA)

Lot 4 - Monitoring, Evaluation and Learning, Low Value Lot

Framework Agreement ECM Number:

Call Down Contract For: DHSC:GH: Global Health Workforce Programme Evaluation (C352317)

Contract ECM Number: C370067

I refer to the following:

1. The above-mentioned Framework Agreement.
2. Your proposal of May 2025.

and I confirm that **Department of Health and Social Care (DHSC) of 39 Victoria St, Westminster, London SW1 0EU**, requires you to provide the Services (Annex A, Terms of Reference), under the Terms and Conditions of the Framework Agreement which shall apply to this Call Down Contract as if expressly incorporated herein.

1. Commencement and Duration of the Services

- 1.1 The Supplier shall start the Services no later than **16th June 2025** ("the Start Date") and the Services shall be completed by **31st May 2026** ("the End Date") unless the Call Down Contract is terminated earlier in accordance with the Terms and Conditions of the Framework Agreement.

2. Recipient

- 2.1 DHSC requires the Supplier to provide the Services to the Department of Health and Social Care (the "Recipient").

3. Financial Limit

- 3.1 Payments under this Call Down Contract shall not exceed **£298,410.00** ("the Financial Limit") and is **inclusive of any local government tax** as detailed in Annex B. Payment shall be **Milestone Payment** as detailed in Annex B.

22. PAYMENTS & INVOICING INSTRUCTIONS

- 22.3 Where the applicable payment mechanism is "Milestone Payment", invoice(s) shall be submitted for the amount(s) indicated in Annex B and payments will be

March 2024



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made on satisfactory performance of the services, at the payment points defined as per schedule of payments. At each payment point set criteria will be defined as part of the payments. Payment will be made if the criteria are met to the satisfaction of DHSC.

When the relevant milestone is achieved in its final form by the Supplier or following completion of the Services, as the case may be, indicating both the amount or amounts due at the time and cumulatively. Payments pursuant to clause 22.3 are subject to the satisfaction of the Project Officer in relation to the performance by the Supplier of its obligations under the Call Down Contract and to verification by the Project Officer that all prior payments made to the Supplier under this Call Down Contract were properly due.

4. DHSC Officials

4.1 The Project Officer is:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

4.2 The Contract Officer is:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

5. Key Personnel

5.1 The following of the Supplier's Personnel cannot be substituted by the Supplier without DHSC's prior written consent:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

6. Reports

6.1 The Supplier shall submit project reports in accordance with the Terms of Reference/Scope of Work at Annex A.

7. Duty of Care

7.1 All Supplier Personnel (as defined in Section 2 of the Agreement) engaged under this Call Down Contract will come under the duty of care of the Supplier:

- I. The Supplier will be responsible for all security arrangements and Her Majesty's Government accepts no responsibility for the health, safety and security of individuals or property whilst travelling.
- II. The Supplier will be responsible for taking out insurance in respect of death or personal injury, damage to or loss of property, and will indemnify and keep indemnified DHSC in respect of:



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- II.1. Any loss, damage or claim, howsoever arising out of, or relating to negligence by the Supplier, the Supplier's Personnel, or by any person employed or otherwise engaged by the Supplier, in connection with the performance of the Call Down Contract;
- II.2. Any claim, howsoever arising, by the Supplier's Personnel or any person employed or otherwise engaged by the Supplier, in connection with their performance under this Call Down Contract.
- III. The Supplier will ensure that such insurance arrangements as are made in respect of the Supplier's Personnel, or any person employed or otherwise engaged by the Supplier are reasonable and prudent in all circumstances, including in respect of death, injury or disablement, and emergency medical expenses.
- IV. The costs of any insurance specifically taken out by the Supplier to support the performance of this Call Down Contract in relation to Duty of Care may be included as part of the management costs of the project, and must be separately identified in all financial reporting relating to the project.
- V. Where DHSC is providing any specific security arrangements for Suppliers in relation to the Call Down Contract, these will be detailed in the Terms of Reference.

8. Call Down Contract Signature

- 8.1 If the original Form of Call Down Contract is not returned to the Contract Officer (as identified at clause 4 above) duly completed, signed and dated on behalf of the Supplier within **15 working days** of the date of signature on behalf of DHSC, DHSC will be entitled, at its sole discretion, to declare this Call Down Contract void.

No payment will be made to the Supplier under this Call Down Contract until a copy of the Call Down Contract, signed on behalf of the Supplier, returned to the DHSC Contract Officer.



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Signed by an authorised signatory
for and on behalf of
the Secretary of State for Health and Social
Care acting as part of the Crown

Name:

Redacted in accordance with

Position:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act
Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

Signature:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

Date:

18/06/2025

Signed by an authorised signatory
for and on behalf of the Supplier

Name:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

Position:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

Signature:

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act

Date:

17.06.2025



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Annex B

SCHEDULE OF PRICES

1. It is a requirement that all invoices are presented in the format of the payment basis, and in the case of Fees and Expenses only those categories defined are separately identified. Only one invoice per period, as defined in the Framework Agreement Terms and Conditions of Section 2, Clause 22, should be submitted.

2. Milestone Payments

The amount to be paid for the completion of the services is fixed at ££298,410.00.

Payment will be made on satisfactory performance of the services, at the payment points defined below (schedule of payments):

- (i) at relevant points throughout the contract period.

At each payment point set criteria will be defined as part of the schedule of payments. Payment will be made if the criteria are met to the satisfaction of DHSC.

Payments Schedule:

Milestones	Target Date
Output 1: Inception Report (28.32%)	Payment date: August 2025
Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act	Late July 2025
	Late July 2025
	Late July 2025
	Payment date Feb 2026
	November 2025
	January 2026
Output 3: Analysis and Final evaluation report (25%)	Payment date June 2026
Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act	April 2026
	April 2026
	May 2026
	May 2026
	May 2026



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Suppliers Commercial Response

Redacted in accordance with Sec 40 and/or Sec 43 of the Freedom of Information Act 2000

