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

**Order Form Template**

CALL-OFF REFERENCE: **CCNE24A05**

THE BUYER: **Ministry of Defence (MOD)**

BUYER ADDRESS **Whitehall London SW1A 2HB United Kingdom**

THE SUPPLIER: **BT PLC**

SUPPLIER ADDRESS: **1 Braham Street, London E1 8EE**

REGISTRATION NUMBER: **1800000**

DUNS NUMBER: **227015716**

**APPLICABLE FRAMEWORK CONTRACT**

This Order Form is for the provision of the Call-Off Deliverables and dated **4th March 2025.**

It’s issued under the Framework Contract with the reference number RM6116 for the provision of Network Services.

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

Lot 2a: Intra Site Connectivity (Local Area Network) / Local Connectivity Services

**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) RM6116
3. Framework Special Terms
4. Call-off schedule 17 (MOD Terms)
5. The following Schedules in equal order of precedence:
* Joint Schedules for **RM6116**
	+ Joint Schedule 2 (Variation Form)
	+ Joint Schedule 3 (Insurance Requirements)
	+ Joint Schedule 4 (Commercially Sensitive Information)
	+ Joint Schedule 6 (Key Subcontractors)
	+ Joint Schedule 7 (Financial Difficulties)

including Annex 5 – Optional Terms for Bronze Contracts

* + Joint Schedule 10 (Rectification Plan)
	+ Joint Schedule 11 (Processing Data)
	+ Joint Schedule 12 (Supply Chain Visibility)
* Call-Off Schedules for **CCNE24A05**
	+ 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 6 (ICT Services)
	+ Call-Off Schedule 7 (Key Supplier Staff)
	+ Call-Off Schedule 8 (Business Continuity and Disaster Recovery)

amended for a Bronze Contract as per paragraph 10 of Part A of

that Schedule

* + Call-Off Schedule 11 (Installation Works)
	+ Call-Off Schedule 13 (Implementation Plan and Testing)
	+ Call-Off Schedule 14 (Service Levels)
	+ Call-Off Schedule 20 (Specification)

1. CCS Core Terms (version 3.0.11)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6116
3. 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:

None

CALL-OFF START DATE:  **7 March 2025**

CALL-OFF EXPIRY DATE: **6 March 2028**

CALL-OFF INITIAL PERIOD: **Three (3) years**

CALL-OFF OPTIONAL EXTENSION PERIOD Two (2) periods of one (1) year.

MINIMUM PERIOD OF NOTICE FOR WITHOUT REASON TERMINATION: Three Months

**CALL-OFF DELIVERABLES VIA FURTHER COMPETITION**

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 Estimated Charges in the first 12 months of the Contract. £523,339.00

**CALL-OFF CHARGES**

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

**REIMBURSABLE EXPENSES**

None

**PAYMENT METHOD**

Invoices to be submitted through the MOD Contracting, Purchasing & Finance (CP&F) system to an agreed monthly schedule. Access to CP&F payment system will be provided to the supplier. Monthly invoice dates to be agreed by supplier and Authority

Payment can only be made following satisfactory delivery of SLAs and KPIs unless prior agreement has been sought from the Authority. Payment will be made after Authority verification and sign-off.

Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs

**BUYER’S INVOICE ADDRESS**:

Invoices should be submitted to: British Forces Cyprus through the CP&F payment system. Access to the CP&F payment system will be provided to the supplier to enable invoice upload. Invoices will be paid no later than 30 days from the date on which the Authority has determined that the invoice is valid.

Supplier must obtain a MOD CP&F account to enable payment. The Authority will provide guidance on how to obtain a CP&F account.

**BT the preferred supplier is currently set up on the Authorities CP&F payment system.**

BUYER’S AUTHORISED REPRESENTATIVE

**REDACTED TEXT under FOIA Section 40, Personal Information**

BUYER’S ENVIRONMENTAL POLICY

**Details of MOD Environmental Policy can be found here:** [Management of environmental protection in defence (JSP 418) - GOV.UK](https://www.gov.uk/government/publications/jsp-418-mod-corporate-environmental-protection-manual)

BUYER’S SECURITY POLICY

**Security Details are outlined in DEFCONS 658 and 659A. Further Security information relevant and proportionate to this contract is detailed with the Security Aspects Letter.**

SUPPLIER’S AUTHORISED REPRESENTATIVE

**REDACTED TEXT under FOIA Section 40, Personal Information**

SUPPLIER’S CONTRACT MANAGER

**REDACTED TEXT under FOIA Section 40, Personal Information**

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

**Quarterly Touchpoint Reviews**

**Annual Full Review**

KEY STAFF

**REDACTED TEXT under FOIA Section 40, Personal Information**

KEY SUBCONTRACTOR(S)

**NG Bailey IT Services Ltd**

COMMERCIALLY SENSITIVE INFORMATION

**Supplier submitted tender and Commercial pricing**

**SERVICE CREDITS**

As per Call schedule 14

**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)]

| **For and on behalf of the Supplier:** | **For and on behalf of the Buyer:** |
| --- | --- |
| Signature: | **REDACTED TEXT under FOIA Section 40, Personal Information** | Signature: | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Name: | **REDACTED TEXT under FOIA Section 40, Personal Information** | Name: | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Role: | **REDACTED TEXT under FOIA Section 40, Personal Information** | Role: | **REDACTED TEXT under FOIA Section 40, Personal Information** |
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