

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

Order Form

CALL-OFF REFERENCE: **con_23681**

THE BUYER: **The Secretary of State for Justice**

BUYER ADDRESS 102 Petty France, London SW1H 9AJ

THE SUPPLIER: WFL (UK) Limited

SUPPLIER ADDRESS: The Broadgate Tower Third Floor, 20 Primrose Street, London, England, EC2A 2RS

REGISTRATION NUMBER: 00594001

DUNS NUMBER: 216313445

SID4GOV ID:

This Order Form is for the provision of the Call-Off Deliverables and dated 25th March 2024.

It's issued under the Framework Contract with the reference number RM6177 National Fuels (2) for the provision of Fuels and Associated Services.

CALL-OFF LOT(S):

Provision of Liquid Fuels – Lot 106, 107, 110,112

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- Site onboarding will be required for all nominated delivery sites contained within the award schedule.

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CALL-OFF LOT(S):

Lot Number	Lot Description	Relevant (Yes/ No)
101	Liquid Fuel - Scotland North	No
102	Liquid Fuel - Scotland West	No
103	Liquid Fuel - Scotland Central	No
104	Liquid Fuel - Scotland South	No
105	Liquid Fuel - England North West	Yes
106	Liquid Fuel - England North East	Yes
107	Liquid Fuel - England Midlands	Yes
108	Liquid Fuel - England East Anglia	No
109	Liquid Fuel - England London & South East	No
110	Liquid Fuel - England South	Yes
111	Liquid Fuel - England South West	No
112	Liquid Fuel - South Wales	Yes
113	Liquid Fuel - North Wales	No
114	Liquid Fuel - Northern Ireland	No

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) RM6177 National Fuels (2)
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6177 National Fuels (2)
 - 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)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 12 (Supply Chain Visibility)
 - Call-Off Schedules for **Salesforce Ref Number** Call-Off reference number]
 - 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 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 11 (Installation Works)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 16 (Benchmarking)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.8)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6177 National Fuels (2)
6. Call-Off Schedule 4 (Supplier Response) 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

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The following Special Terms are incorporated into this Call-Off Contract:

n/a

CALL-OFF START DATE: **01/04/2024**

CALL-OFF EXPIRY DATE: **31/03/2026**

CALL-OFF INITIAL PERIOD: **2 Years**

CALL-OFF EXTENSION START DATE: **N/A**

CALL-OFF EXTENSION EXPIRY DATE: **N/A**

CALL-OFF EXTENSION PERIOD: **N/A**

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

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INTERESTS

Estimated Charges in the first 12 months of the Contract.

CALL-OFF CHARGES

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

The Charges will not be impacted by any change to the Framework Prices.

REIMBURSABLE EXPENSES

NOT APPLICABLE

PAYMENT METHOD

Payment will be by BACS with 30 day payment terms.

BUYER'S INVOICE ADDRESS:

Ministry of Justice C/O Shared Services Connected Ltd
PO Box 743
Newport
Gwent
NP10 8FZ

APinvoices-moj-u@gov.sscl.com

All invoices must be sent, quoting a valid purchase order number (PO Number).

Framework Ref: RM6177 National Fuels (2)

Project Version: v1.1

Model Version: v3.6

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To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.

If you have a query regarding an outstanding payment, please contact our Accounts Payable section either by email to

moj-finance-ap-enquiries@sscl.gse.gov.uk

or by telephone 0845 2415351

between 09:00-17:00 Monday to Friday

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED UNDER FOIA 40 PERSONAL
INFORMATION

102 Petty France

St James

London

SW1H 9AJ

BUYER'S ENVIRONMENTAL POLICY

Sustainable Procurement and Policy available online at: [Ministry of Justice and the environment - GOV.UK \(www.gov.uk\)](#)

BUYER'S SECURITY POLICY

Available online at: <https://ministryofjustice.github.io/security-guidance/#cyber-and-technical-security-guidance>

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED UNDER FOIA 40 PERSONAL
INFORMATION

WFL (UK) Limited (T/A Watson Fuels), Callow Park, Callow Hill, Brinkworth, Chippenham, SN15 5FD

SUPPLIER'S CONTRACT MANAGERS

REDACTED UNDER FOIA 40 PERSONAL
INFORMATION

WFL (UK) Limited (T/A Watson Fuels), Callow Park, Callow Hill, Brinkworth, Chippenham, SN15 5FD

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WFL (UK) Limited (T/A Watson Fuels), Callow Park, Callow Hill, Brinkworth, Chippenham, SN15 5FD

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

On the first Working Day of each quarter

KEY STAFF

REDACTED UNDER FOIA 40 PERSONAL
INFORMATION

102 Petty France
St James
London
SW1H 9AJ

KEY SUBCONTRACTOR(S)

Insert name (registered name if registered)

COMMERCIALLY SENSITIVE INFORMATION

Call off Schedule 4 and Call off Schedule 5 Supplier's Commercially Sensitive Information

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Not applicable

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED UNDER FOIA 40 PERSONAL INFORMATION	Signature:	REDACTED UNDER FOIA 40 PERSONAL INFORMATION
Name:		Name:	
Role:		Role:	
Date:	11/06/24	Date:	Jul 22, 2024