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

**Order Form**

CALL-OFF REFERENCE: **CCTR23A01**

THE BUYER: **Crown Commercial Service**

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

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

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

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

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

THE SUPPLIER: **Deloitte**

SUPPLIER ADDRESS: **REDACTED TEXT under FOIA Section 40, Personal Information**,

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

REGISTRATION NUMBER: **REDACTED TEXT under FOIA Section 40, Personal Information**,

DUNS NUMBER: **REDACTED TEXT under FOIA Section 40, Personal Information**,

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 20th July 2023

It’s issued under the Framework Contract with the reference number RM6099 for the provision of Transport Technology and Associated Services.

CALL-OFF LOT:

Lot 1 Transport Professional 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 RM6099)
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
* Joint Schedules for RM6099
	+ Joint Schedule 2 (Variation Form)
	+ Joint Schedule 3 (Insurance Requirements)
	+ Joint Schedule 4 (Commercially Sensitive Information)
	+ Joint Schedule 10 (Rectification Plan)
	+ Joint Schedule 11 (Processing Data)
* Call-Off Schedules for RM6099
	+ Call-Off Schedule 1 (Transparency Reports)
	+ Call-Off Schedule 5 (Pricing Details)
	+ Call-Off Schedule 7 (Key Supplier Staff)
	+ Call-Off Schedule 9 (Security)
	+ Call-Off Schedule 20 (Call-Off Specification)
1. CCS Core Terms (version 3.0.10)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6099
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

NA

CALL-OFF START DATE: **Thursday** **27th July 2023**

CALL-OFF EXPIRY DATE: **Wednesday 18th October 2023**

CALL-OFF INITIAL PERIOD: **Twelve (12) weeks** **[Tranche 1]**

A decision to continue with the Overarching contract term of up to eighteen (18) months will be decided during Tranche 1. There is no option to extend the contract. Total Contract Value: £250,000.00 inclusive of Tranche 1 (excluding VAT) which will be £165,115.00 will require further budgetary approval.

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20

MAXIMUM LIABILITY

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

The Estimated twelve (12) week Charges used to calculate liability in the first Contract Year is Up to £84,885.00 Estimated Charges in the first twelve (12) weeks of the contract.

CALL-OFF CHARGES

**REDACTED TEXT under FOIA Section 43 Commercial Interests.**

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4 and 5 and 6 (if used) in Framework Schedule 3 (Framework Prices).

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

SURVEY REQUIREMENTS

Not Applicable

REIMBURSABLE EXPENSES

Recoverable as stated in Framework Schedule 3 (Framework Prices) paragraph 4.

PAYMENT METHOD

The Buyer will make payments via BACS

BUYER’S INVOICE ADDRESS:

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

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

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

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

BUYER’S AUTHORISED REPRESENTATIVE

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

BUYER’S ENVIRONMENTAL POLICY

<https://www.gov.uk/government/publications/carbon-reduction-policy/carbon-reduction-policy>

BUYER’S SECURITY POLICY

Call off Schedule 9

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

The Provider will work with CCS to agree a template for reporting

PROGRESS MEETING FREQUENCY

The Provider will report to the CCS Technology Pillar Transport Technology Strategy Lead on a weekly basis to review progress against the agreed Engagement and Delivery Plan. This shall include but not limited to:

Hours spent by staff / grade

Progress against key milestones

Identified risk to delivery

Updates will be required on an as-needed basis within standard working hours.

|  |  |  |
| --- | --- | --- |
| **Milestone/Deliverable** | **Description** | **Timeframe or Delivery Date** |
| Phase 1 – Data Collection |
| Project Management  | Review of proposed project plan and reporting arrangements (including clarifications to be agreed with CCS). | Within 1 week of contract award |
| 1. Data Requirements | Complete market research activity and provide an interim report highlighting gaps to be addressed in customer and supply chain engagement.  | Weekly progress update with completion within week 4 of Contract Award |
| Phase 2 – Engagement and Interim Report  |
| 2. Customer and Supplier Engagement | Customer and supply chain engagement to fill gaps in market data and to test customer appetite and related requirements for a new road and rail engineering and technology agreement.  | Weekly progress update with completion within week 12 of Contract Award |
| 3 Analysis and Interim Report  | Interim report based on initial analysis of market data, and customer and supplier insight, outlining evidenced opportunities (addressable spend and customer appetite) for a new road and rail engineering and technology agreement.  | Weekly progress update with completion within week 8 of Contract Award |
| Phase 3 – Recommendations and Final Reporting |
| 4. Design of agreement and delivery routes  | Develop recommendations for the scope of a new agreement along with commercial considerations for CCS to reflect on in developing a new agreement. It should highlight novel or innovative features available under current public sector contract regulations, and new opportunities available under the proposed procurement reform (Bill). | Weekly progress update with completion within week 12 of Contract Award |
| 5. Final Report  | Provide a Final Report that details methodology, analysis, observations and recommendations addressing the Tranche 1 Requirements contained within Section 6. Raw data will be provided to enable further analysis and exploitation of the work in an Excel (or equivalent) open file format.Two iteration rounds will be supported before the final report is presented. IPR (including rights to publish and disseminate information) related to the draft and final reports will be assigned to Crown Commercial Service. | Weekly progress update with completion within week 12 of Contract Award |
| 6. Presentation and Q&A  | Up to 3 stakeholder presentations and 1 internal CCS presentation where required to explain the findings and answer questions | To be agreed with CCS and within 3 weeks following submission of final report  |

KEY STAFF

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

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KEY SUBCONTRACTOR(S)

**N/A**

COMMERCIALLY SENSITIVE INFORMATION

**TBC at award stage**

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)]

|  |  |
| --- | --- |
| **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**  |
| Date: | 26/07/2023 | Date: | 27th July 2023 |