# Crown Commercial Service

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# Call-Off Order Form for RM6187 Management Consultancy Framework Three (MCF3)

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## 

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

## Order Form

Call-off reference: CCCC21B43

The buyer: Infrastructure and Projects Authority, a division of the Cabinet Office

Buyer address: 70 Whitehall

London  
 SW1A 2AS

The supplier: Guidehouse Europe Limited

Supplier address: Level 7 & 8 Angel Court  
1 Angel Court  
London  
EC2R 7HJ

Registration number: 011378449

DUNS number: 223920761

### 

### **Applicable framework contract**

This Order Form is for the provision of the Call-Off Deliverables and dated

Tuesday 22nd March 2022

It is issued under the Framework Contract with the reference number RM6187 for the provision of management consultancy services.

### **Call-off lot: Lot 2**

### **Call-off incorporated terms**

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and cannot be used. 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) RM6187
3. The following Schedules in equal order of precedence:

### **Joint Schedules for RM6187 Management Consultancy Framework Three**

* + Joint Schedule 1 (Definitions)
  + 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**

* + Call-Off Schedule 1 (Transparency Reports)
  + 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 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)

1. CCS Core Terms (version 3.0.10)
2. Joint Schedule 5 (Corporate Social Responsibility)
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**.**

Supplier terms are not 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**

Not Applicable

**Call-off start date:**  Tuesday 3rd May 2022

**Initial Call-off expiry date:** Tuesday 12th July 2022

**Call-off initial period:** Ten (10) weeks, with option to extend a further Four (4) weeks. If this contract is extended this contract must then end on must end on Tuesday 9th August 2022. No further expressed contract extensions are permissible beyond this date.

### **Call-off deliverables:** As per 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 are:

**REDACTED TEXT under FOIA Section 43 Commercial Interests. (excl. VAT)**

### **Call-off charges**

**REDACTED TEXT under FOIA Section 43 Commercial Interests.** (excl. VAT) including all extension options

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

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of:

* Specific Change in Law
* Benchmarking using Call-Off Schedule 16 (Benchmarking)

### **Reimbursable expenses**

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

### **Payment method**

### Invoices to be split at 50% of work at milestones and final invoice at completion. Payment can only be made following acceptance by the IPA of pre-agreed certified products and deliverables. 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: Cabinet Office **REDACTED TEXT under FOIA Section 40, Personal Information**

### Emailed to: **REDACTED TEXT under FOIA Section 40, Personal Information** The PO number should be quotes on the invoice else payment will not be made.

**Buyer’s authorised representative**

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

### **Buyer’s security policy**

As per security schedule for consultancy environmental and security policy.

### **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**

Weekly flash reports submitted to the IPA by 17:30 on the last day of the working week.

### **Progress meeting frequency**

Weekly touch points as per section 6.5 of Attachment 3 - Statement of Requirements

**Key staff**

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

### **Key subcontractor**

Not Applicable

### **Commercially sensitive information**

Not applicable

### **Service credits**

Not applicable

### **Additional insurances**

Not applicable

### **Guarantee**

Not applicable

### **Buyer’s environmental and social value policy**

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)]

### **Formation of call off contract**

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

**For and on behalf of the Supplier**:

Signature: **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**

Date: 28/04/22

**For and on behalf of the Buyer**:

Signature: **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**

Date: 29/04/22