

[Subject to Contract]
Schedule 3 (Charges)
Crown Copyright 2022

Schedule 3 (Charges)

1. How Charges are calculated

1.1 The Charges:

- 1.1.1 shall be calculated in accordance with the terms of this Schedule;
- 1.1.2 cannot be increased except as specifically permitted by this Schedule and in particular shall only be subject to Indexation where specifically stated in the Award Form; and]
- 1.2 Any variation to the Charges payable under a Contract must be agreed between the Supplier and the Buyer and implemented using the procedure set out in this Schedule.

2. The pricing mechanisms

- 1.3 The pricing mechanisms and prices set out in Annex 1 shall be available for use in calculation of Charges in the Contract.

3. Are costs and expenses included in the Charges

- 1.4 Except as expressly set out in Paragraph 5 below, or otherwise stated in the Award Form] the Charges shall include all costs and expenses relating to the provision of Deliverables. No further amounts shall be payable in respect of matters such as:
 - 1.4.1 incidental expenses such as travel, subsistence and lodging, document or report reproduction, shipping, desktop or office equipment costs, network or data interchange costs or other telecommunications charges; or
 - 1.4.2 costs incurred prior to the commencement of the Contract.

4. When the Supplier can ask to change the Charges

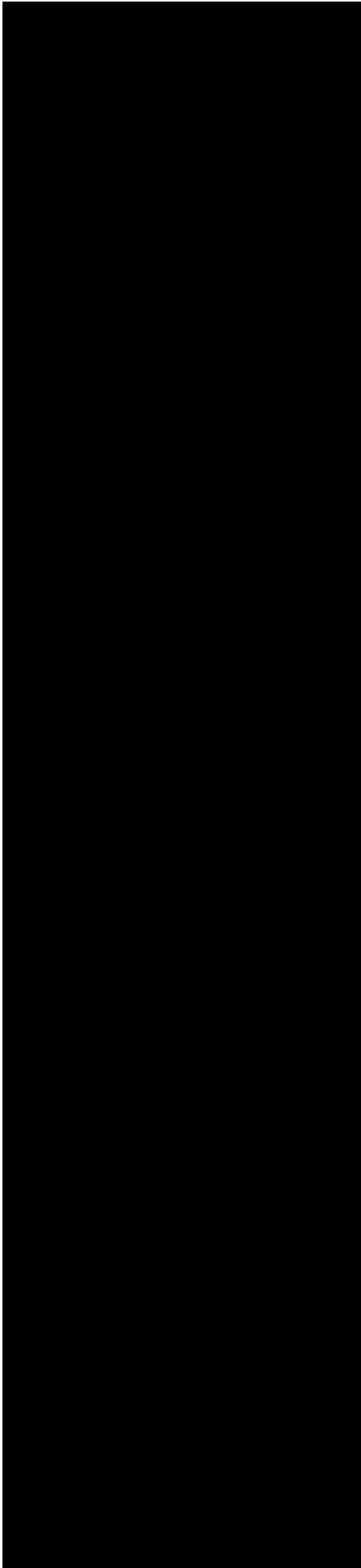
- 1.5 The Charges will be fixed for duration of the Contract including the extension.
- 1.6 The Supplier shall give the Buyer at least three (3) Months' notice in writing prior to a Review Date where it wants to request an increase. If the Supplier does not give notice in time then it will only be able to request an increase prior to the next Review Date.

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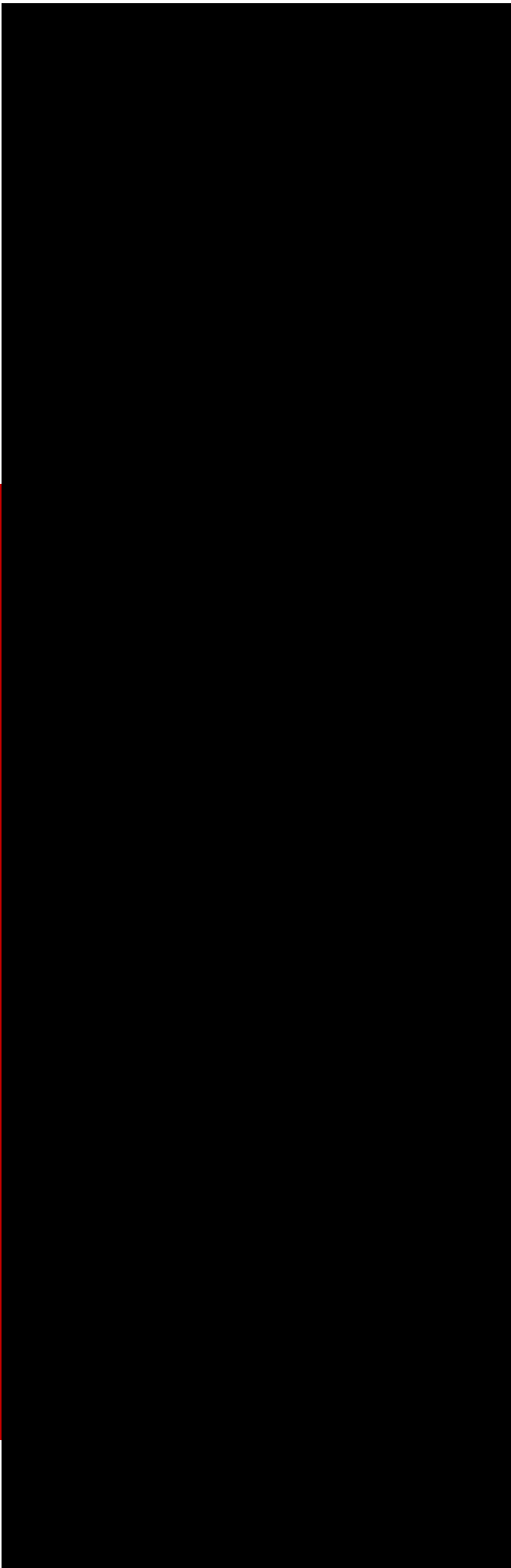
- 1.7 Any notice requesting an increase shall include:
 - 1.7.1 a list of the Charges to be reviewed;
 - 1.7.2 for each of the Charges under review, written evidence of the justification for the requested increase including:
- 1.8 The Buyer shall consider each request for a price increase. The Buyer may grant Approval to an increase at its sole discretion.
- 5. Other events that allow the Supplier to change the Charges
 - 1.9 The Charges can also be varied (and Annex 1 will be updated accordingly) due to:
 - 1.9.1 a Specific Change in Law in accordance with Clauses 28.6 to 28.8;
 - 1.9.2 a request from the Supplier, which it can make at any time, to decrease the Charges;

Pricing schedule

To be completed at Contract Award.



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***Note:**

The Tenderer is required to provide a fixed pricing schedule that outlines the costs for the supplier's specified service over a 12-month period per user. This price should be inclusive of the following:

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Implementation Costs
Training
Account Management
Service Support and
Helpdesk
Ongoing Monthly Costs
Costs for adding/amending
existing user