

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

Order Form

CALL-OFF REFERENCE: CPD4121194

THE BUYER: Department for Levelling Up, Housing & Communities (DLUHC)

BUYER ADDRESS: Fry Building, 2 Marsham Street, London, SW1P 4DF

THE SUPPLIER: Duradiamond Healthcare (t/a Health Partners)

SUPPLIER ADDRESS: Tribune House, Bell Lane, Uckfield, TN22 1QL

REGISTRATION NUMBER: SC229346

DUNS NUMBER: 232895362

SID4GOV ID: n/a

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 25 January 2022.

It's issued under the Framework Contract with the reference number RM6182 for the provision of Occupational Health, Employee Assistance Programmes and Eye Care Services.

CALL-OFF LOT(S):
Lot 2: Occupational Health on a National Basis

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) RM6182.
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6182
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for RM6182
 - 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 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.8)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6182
6. 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

None.

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CALL-OFF START DATE: 8 February 2022

CALL-OFF EXPIRY DATE: 7 February 2025

CALL-OFF INITIAL PERIOD: **3 Years**

OPTIONAL EXTENSION PERIOD: **1 Year**

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 **£150,000.00 (excluding VAT)**. *This figure is based on the estimated volumes. However, this Contract is demand led and therefore this figure may vary.*

CALL-OFF CHARGES

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

REIMBURSABLE EXPENSES

None.

PAYMENT METHOD

BACS / Electronic Invoice.

Invoices must quote the Buyer's contract number and purchase order number (to be confirmed) along with an appropriate description of work completed and timesheets which have been approved by the Buyer. Failure to do so may result in a delay in payment for which DLUHC cannot be held responsible.

BUYER'S INVOICE ADDRESS:

clginvoices@communities.gov.uk

CP2P Team, DLUHC,
4th Floor, High Trees,
Hillfield Road,
Hemel Hempstead,
HP2 4XN.

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BUYER'S AUTHORISED REPRESENTATIVE

<REDACTED>

HR Policy Officer

<REDACTED>

First Floor, Rosebrae Court, Woodside Ferry Approach, Birkenhead CH41 6DU

BUYER'S ENVIRONMENTAL POLICY

Greening Government Commitments Annual Report [April 2020]

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/883779/ggc-annual-report-2018-2019.pdf

BUYER'S SECURITY POLICY

Supplier to comply with requirements set out in Call-Off Schedule 9 - Security

SUPPLIER'S AUTHORISED REPRESENTATIVE

<REDACTED>

Client Services Director

<REDACTED>

Tribune House, Bell Lane, Uckfield, TN22 1QL

SUPPLIER'S CONTRACT MANAGER

<REDACTED>

Client Services Director

<REDACTED>

Tribune House, Bell Lane, Uckfield, TN22 1QL

PROGRESS REPORT FREQUENCY

On the last Working Day of each quarter.

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter.

KEY STAFF

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

<REDACTED>

KEY SUBCONTRACTOR(S)

Lexxic Limited

Unit Ch3.20, Kennington Park 1-3 Brixton Road, Oval, London, SW9 6DE

Healthy Performance Limited

Unit 7, The Court, Holywell Business Park, Southam, Warwickshire CV47 0FS

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COMMERCIALLY SENSITIVE INFORMATION**Supplier Proposal and Price Schedule****SERVICE CREDITS**

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).

The Service Credit Cap is: £500 per calendar month.

The Service Period is: One Month.

A Critical Service Level Failure is: defined in Call-Off Schedule 14 (Service Levels).

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:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	