

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

## Order Form

CALL-OFF REFERENCE: 1.11.4.4358.

THE BUYER: Health and Safety Executive (HSE)

BUYER ADDRESS Redgrave Court, Merton Road, Bootle L20 7HS

THE SUPPLIER: CDW Limited

SUPPLIER ADDRESS: 3rd Floor, One New Change, London, EC4M 9AF,

REGISTRATION NUMBER: 02465350

DUNS NUMBER: 50-497-1730

## APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 31 March 2023.

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

## CALL-OFF LOT(S):

Lot 3 Software & Associated Services

## CALL-OFF INCORPORATED TERMS

The following documents are embedded into this Call-Off Contract at Annex A. 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) RM6068
3. The following Schedules in equal order of precedence:

Joint Schedules for RM6068

- Joint Schedule 2 (Variation Form)

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

Crown Copyright 2018

- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 11 (Processing Data)

### Call-Off Schedules for RM6068

- Call-Off Schedule 6 (ICT Services)
  - Call-Off Schedule 8 (Business Continuity & Disaster Recovery)
  - Call-Off Schedule 9 (Security) Part A
  - Call-Off Schedule 10 (Exit Management) Part B
  - Call-Off Schedule 18 (Background Checks)
  - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.6) as amended by the Framework Award Form
  5. Joint Schedule 5 (Corporate Social Responsibility) RM6068
  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.
  7. Annexes B to D Call-Off Schedule 6 (ICT Services)

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

CALL-OFF START DATE: **01 April 2023**

CALL-OFF EXPIRY DATE: **31 March 2026**

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

### 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 **£33,501.19** Estimated Charges in the first 12 months of the Contract.

### CALL-OFF DELIVERABLES

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

Crown Copyright 2018

The Contractor will provide the Services as detailed in their tender submission (hereinafter called the "Services") as detailed in Call Off Schedule 4 – Call Off Tender to this Contract.

The Contractor shall organise and conduct the entire Services in consultation with the HSE where appropriate, and provide all necessary resources of personnel, materials, Services and equipment, except for such resources that may be provided by the HSE at its discretion.

No undertaking shall be deemed to have been made by the HSE in respect of the total quantities or values of the Services to be ordered pursuant to this contract and the Contractor acknowledges and agrees that it has not entered into this contract on the basis of any such undertaking.

### **LOCATION FOR DELIVERY**

Health and Safety Executive, Redgrave Court, Merton Road, Bootle, Merseyside L20 7HS

### **DATES FOR DELIVERY OF THE DELIVERABLES**

The Services shall be delivered between 01 April 2023 and shall be completed by 31 March 2026.

### **TESTING OF DELIVERABLES**

None

### **CALL-OFF CHARGES**

The cost for delivering the services will be as set out in the suppliers tender submission as detailed in Call Off Schedule 4 – Call Off Tender to this Contract - .Annex D Price Breakdown, exclusive of VAT. Any additional costs will be agreed in advance and in writing with the HSE Contract Manager.

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 a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

### **REIMBURSABLE EXPENSES**

None

### **PAYMENT METHOD**

BACS

### **BUYER'S INVOICE ADDRESS:**

### **BUYER'S AUTHORISED REPRESENTATIVE**

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

**PROGRESS REPORT FREQUENCY**

Quarterly on the first Working Day of each quarter

**KEY STAFF**

Not applicable

**KEY SUBCONTRACTOR(S)**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

**SOCIAL VALUE COMMITMENT**

Not applicable

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

Signature:

Name:

Role:

Date:

**For and on behalf of the Buyer: HEALTH AND SAFETY EXECUTIVE**

Signature:







Name:




Role: Procurement Manager

Date:

## Annex A





CCS Core Terms (version 3.0.6)	 Core Terms 3.0.6.docx..docx
--------------------------------	---

JOINT SCHEDULES	
Joint Schedule 1 – Definitions v1.0	 Joint Schedule 1 - Definitions v1.0.doc
Joint Schedule 2 – Variation Form v1	 Joint Schedule 2 - Variation Form v1.doc
Joint Schedule 3 – Insurance Requirements v.1	 Joint Schedule 3 - Insurance Requirem
Joint Schedule 4 – Commercially Sensitive Information v.1	 Joint Schedule 4 - Commercially Sensiti
Joint Schedule 5 – Corporate Social Responsibility v1	 Joint Schedule 5 - Corporate Social Re:
Joint Schedule 11 - Processing Data v1.0	 RM6068 Joint Schedule 11 (Proces:

CALL-OFF SCHEDULES	
Call-Off Schedule 4 – Call-Off Tender v1.0 (including costs)	 RM6068-Call-off-sch edule-4-call-off-tende
Call-Off Schedule 6 – ICT Services V3	 Call-Off Schedule 6 - ICT Services V3.doc
Call-Off Schedule 8- Business Continuity and Disaster Recovery v.0.1	 Call-Off Schedule 8 (Business Continuity

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

Crown Copyright 2018

Call-Off Schedule 9 – Security v0.1	 Call-Off Schedule 9 - Security v0.1.docx
Call-Off Schedule 10 – Exit Management v2	 Call-Off Schedule 10 - Exit Managemer
Call-Off Schedule 18 – Background Checks v1.0	 Call-Off Schedule 18 - Background Ch
Call-Off Schedule 20 – Specification v1.0	 RM6068-Call-off-sc hedule-20-specificat