

**DHSC: The National PPE Programme**  
**Attachment 5.2**  
**Call Off - Order Form**  
**for**  
**Provision of Chemicals Storage 2**  
**(Hand Hygiene)**

October 2021

Contract Reference: DHSC C50424

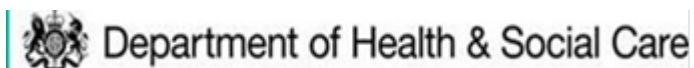
**Mini-Competition: CCS Framework RM6074**

**Lot 2: Logistics - Warehousing and Storage**

**Lot 1. UK Make Chemicals**

**And**

**Lot 2. China Make Chemicals**



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

### Order Form

CALL-OFF REFERENCE:	<b>DHSC C50424</b>
THE BUYER:	Department of Health and Social Care
BUYER ADDRESS	39 Victoria Street London SW1H 0EU United Kingdom
THE SUPPLIER:	SameDay PLC
SUPPLIER ADDRESS:	4 Brunel Court Gadbrook Business Park Northwich, CW9 7LP
REGISTRATION NUMBER:	2098086
DUNS NUMBER:	[REDACTED]
SID4GOV ID:	[TBC]

## APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 1.12.21 (date of issue) and issued under the Framework Contract with the reference number **RM6074** for the provision of **Logistics and Warehousing**.

CALL-OFF LOT(S):

Lot Number	Lot Description	Relevant (Yes / No)
2	Logistics - Warehousing and Storage	Yes

## 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) **RM6074**
3. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6074**
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 6 (Key Subcontractors)
    - Joint Schedule 7 (Financial Difficulties)
    - Joint Schedule 10 (Rectification Plan)
    - Joint Schedule 12 (Supply Chain Visibility)
    - Joint Schedule 13 (Continuous Improvement)
  - Call-Off Schedules for Call-Off reference number: **DHSC C42002**
    - Call-Off Schedule 1 (Transparency Reports)
    - 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 13 (Implementation Plan and Testing)
- 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 3.0.7)
5. Joint Schedule 5 (Corporate Social Responsibility) **RM6074**
6. Call-Off Schedule 4 (Call-Off Tender)

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.

## 1. CALL-OFF SPECIAL TERMS - NOT USED

## 2. CALL-OFF DELIVERABLES - NOT USED

## 3. MAXIMUM LIABILITY

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

Insurance Type	Value £
<b>Employers' Liability</b> Employers Liability Insurance policy will help a business pay compensation if an employee is injured or becomes ill because of the work they do for you.	██████ for each occurrence per Lot
<b>Public Liability</b> Public liability insurance policy protects the business against claims resulting from accidents or injuries that occur as result of the business activities, as well as accidental damage to property owned or controlled by someone else.	██████ for each occurrence per Lot

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is ██████ for Lot 1 (UK Make) and ██████ for Lot 2 (China Make). Estimated Charges in the first 12 months of the Contract.

## 4. CALL-OFF CHARGES

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

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

## 5. REIMBURSABLE EXPENSES

None

## 6. PAYMENT METHOD



- 6.1 Billing shall take place on a monthly basis (1st week of the Month).
- 6.2 Payment terms for the Framework are 30 days from the invoice date.
- 6.3 Payment can only be made following secure and safe Storage of Chemicals.
- 6.4 Before payment can be considered, each invoice must include a detailed breakdown of work completed, total number of pallets in storage and the associated costs.
- 6.5 Invoices should be submitted to:

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

Department of Health and Social Care  
Accounts Payable  
1st Floor South  
39 Victoria Street  
London  
SW1H 0EU  
United Kingdom

## **8. BUYER'S AUTHORISED REPRESENTATIVE**

Department of Health and Social Care  
39 Victoria Street  
London  
SW1H 0EU  
United Kingdom

## **9. BUYER'S ENVIRONMENTAL POLICY**

For more information please visit:

- [DEFRA Environment-Bill-2020/30](#)
- [25 Year Environment Plan](#)

## **10. BUYER'S SECURITY POLICY - Strictly Confidential**

DHSC Information Management Policy



Information-Management-Policy\_Updated

Freedom of Information

[www.ico.org.uk](http://www.ico.org.uk) or [Guide to freedom of information | ICO](#)

## **11. SUPPLIER'S AUTHORISED REPRESENTATIVE**





SameDay plc  
4 Brunel Court  
Gadbrook Business Park  
Northwich  
CW9 7LP

**12.SUPPLIER'S CONTRACT MANAGER**

[Redacted]

SameDay plc  
4 Brunel Court  
Gadbrook Business Park  
Northwich  
CW9 7LP

**13.PROGRESS REPORT FREQUENCY**

Inventory Reports submitted to DHSC every Friday

**14.PROGRESS MEETING FREQUENCY**

Monthly: first Tuesday of each Month

**15.KEY STAFF**

[Redacted]

SameDay plc  
4 Brunel Court  
Gadbrook Business Park  
Northwich  
CW9 7LP

[Redacted]

SameDay plc  
4 Brunel Court  
Gadbrook Business Park  
Northwich  
CW9 7LP

**16.KEY SUBCONTRACTOR(S)**

[Redacted]

## 17.COMMERCIALLY SENSITIVE INFORMATION

Pricing Matrix

## 18.SERVICE CREDITS

Service Credits will accrue in accordance with Call-Off Schedule 14 (Service Levels).  
Supplier will ensure the following:

- Monitor and Provide “Early Warning” signs
- Risks/Mitigations and Issues Resolving
- Supplier will be requested to provide a Rectification Plan, which will be considered for approval by DHSC Contract Manager.

A Critical Service Level Failure is:

- Not adhering to COMAH standards (If applicable)
- Chemicals not stored at the required temperature
- Storage Facility poses danger to the general public

## 19.ADDITIONAL INSURANCES

Insurance Type	Value £
<b>Employers’ Liability</b> Employers Liability Insurance policy will help a business pay compensation if an employee is injured or becomes ill because of the work they do for you.	██████ for each occurrence for each lot
<b>Public Liability</b> Public liability insurance policy protects the business against claims resulting from accidents or injuries that occur as result of the business activities, as well as accidental damage to property owned or controlled by someone else.	██████ for each occurrence for each lot

## 20.GUARANTEE – NOT USED

Not applicable

## 21.SOCIAL VALUE COMMITMENT

For Information Only

### 21.1 Social Value

21.1.1 DHSC is seeking to work with a Provider that will apply ‘Public Services (Social Value) Act 2012 (PPN06/20)’ (the Act) within their service provision.

21.1.2 This should incorporate the following policy themes:

- COVID-19 recovery
- Fighting Climate Change
- Social, Economic and Environmental benefits



- Details of the Act and policy themes can be found at:  
<https://www.gov.uk/government/publications/procurement-policy-note-0620-taking-account-of-social-value-in-the-award-of-central-government-contracts>

For and on behalf of the Supplier:		For and on behalf of the Buyer / DHSC:	
<b>For and on behalf of the Supplier:</b>  <b>Signature:</b> 	<b>Signature:</b>		
<b>Name:</b>		<b>Name:</b>	
<b>Role:</b>	Sales and Security Director	<b>Role:</b>	Director of PPE Policy and Strategy
<b>Date:</b>	2 <sup>nd</sup> December 2021	<b>Date:</b>	03/12/2021