

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

Order Form

CALL-OFF REFERENCE: **project_19028 - DC Exit Hardware Procurement**

THE BUYER: **The Secretary of State for the Home Department**

BUYER ADDRESS **2 Marsham Street, London, SW1P 4DF**

THE SUPPLIER: **British Telecommunications plc**

SUPPLIER ADDRESS: **One Braham, Braham Street, London, E1 8EE**

REGISTRATION NUMBER: **1800000**

DUNS NUMBER: **227015716**

SID4GOV ID: **N/A**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated the last date of the last signature.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 1 Hardware and Software and Associated Services

CALL-OFF INCORPORATED TERMS

This is a Bronze Contract.

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:

RM6098 Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM6098.
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6098
 - 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 RM6098
 - Call-Off Schedule 20 (Call-Off Specification) (Statement of Requirements as set out in the Order Form).
4. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form.
5. Joint Schedule 5 (Corporate Social Responsibility) RM6098.
6. Call-Off Schedule 4 (Call-Off Tender) (the Supplier's response to the Further Competition Questionnaire) 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

| | |
|--------------------------|----------------------------|
| CALL-OFF START DATE: | 17 th June 2025 |
| CALL-OFF EXPIRY DATE: | 16 th June 2030 |
| CALL-OFF INITIAL PERIOD: | 5 years |

CALL-OFF DELIVERABLES

The Goods detailed in Table A are to be delivered in accordance with the Order Form. Quantities are subject to change. All Goods shall be supplied with the standard manufacturer's support and warranty.

Delivery times and delivery locations may be subject to change post contract award.

LOCATION FOR DELIVERY

[REDACTED]

Delivery times and delivery locations may be subject to change post the Effective Date.

DATES FOR DELIVERY

To be delivered within the timescales as set out within Table A.

The Supplier shall be required to provide the Authority's Authorised Representative with its vehicle and driver details with at least 48 hours' notice in advance of delivery. Details of the information will be provided to the Supplier in due course.

Exact Loading Bay details along with site surveys will be shared with the Supplier.

Lack of provision of the vehicle and driver details by the Supplier will result in the delivery being refused, for which the Authority shall not be held liable.

TESTING OF DELIVERABLES

Not applicable

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be in accordance with the manufacturers' standard warranty period for the Goods.

MAXIMUM LIABILITY

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

CALL-OFF CHARGES

The maximum Call-Off contract value is up to £608,793.26 excl VAT.

The Charges are as set out within Table A are firm for the Call-Off Contract Period.

The single delivery charge within Table A for "BoM" is fully inclusive of delivery for all items regardless of the number of the deliveries required. The single delivery charge must also cover any amendments required to the stated delivery date(s) shown in Table A within 30 calendar days following the final stated delivery date (4th August 2025).

Item quantities may be subject to change post the Effective Date.

The Charges are fully inclusive of all costs associated with fulfilling the requirements.

The Goods detailed in Table A are to be delivered in accordance with the Order Form. Quantities are subject to change. All Goods shall be supplied with the standard manufacturer's support and warranty. All prices provided by the Supplier shall be provided in GBP, be exclusive of VAT and must remain firm for the entire Call-Off Contract Period.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Invoicing will be as follows:

The Supplier shall be entitled to submit a single invoice on final delivery of all Goods, in a timely manner and in accordance with the Call-Off Contract.

The Supplier must state the Contract Reference Number [REDACTED], the Purchase Order (PO) Number on each invoice and invoice descriptions must be aligned with descriptions on PO.

The Supplier shall submit invoices directly to the invoicing address in accordance with the Order Form.

Payment to be made by BACS payment.

BUYER'S INVOICE ADDRESS:

Invoices will be sent via email as the primary method for delivery to the address below:

HOSupplierInvoices@homeoffice.gov.uk

Invoices can be additionally submitted in hard copy via post to the address below, however this could delay the processing of the payment to the Supplier.

Home Office Shared Service Centre HO Box 5015 Newport, Gwent NP20 9BB United Kingdom

Tel: 08450 100125

Fax: 01633 581514

BUYER'S AUTHORISED REPRESENTATIVE

██████████

BUYER'S ENVIRONMENTAL POLICY

BUYER'S ENVIRONMENTAL POLICY

The Supplier shall, when working on the Sites, perform its obligations under this Call Off Contract in accordance with the Environmental Policy of the Customer.

The Customer shall provide a copy of its written Environmental Policy (if any) to the Supplier upon the Supplier's written request.

| | |
|--|--|
| "Environmental Information Regulations or EIRs" | means to conserve energy, water, wood, paper and other resources, reduce waste and phase out the use of ozone depleting substances and minimise the release of greenhouse gases, volatile organic compounds and other substances damaging to health and the environment, including any written environmental policy of the Customer; |
| "Environmental Policy" | means the Environmental Information Regulations 2004 together with any guidance and/or codes of practice issued by the Information Commissioner or relevant government department in relation to such regulations; |

ENVIRONMENTAL STANDARDS

The Supplier warrants that it has obtained ISO 14000/14001 certification for its environmental management and shall comply with and maintain such certification requirements.

The Supplier shall comply with relevant obligations under the Waste Electrical and Electronic Equipment Regulations 2006 in compliance with Directive 2002/96/EC and subsequent replacements.

The Supplier shall (when designing, procuring, implementing and delivering the Services) comply with Article 6 and Annex III of the Energy Efficiency Directive 2012/27/EU and subsequent replacements.

The Supplier shall comply with the EU Code of Conduct on Data Centres' Energy Efficiency and any subsequent replacements. The Supplier shall ensure that any data centre used in delivering the Services are registered as a Participant under such Code of Conduct.

The Supplier shall comply with the Authority and HM Government's objectives to reduce waste and meet the aims of the Greening Government: IT Strategy contained in the document "Greening Government: ICT Strategy issue (March 2011)" at <https://www.gov.uk/government/publications/greening-government-ict-strategy>.

BUYER'S SECURITY POLICY

The supplier shall delivery services in line with the below security policies:

<https://www.gov.uk/government/publications/security-policy-framework>
<https://www.gov.uk/government/publications/cyber-essentials-scheme-overview>

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

PROGRESS REPORT FREQUENCY

Where applicable on the first Working Day of each calendar month

PROGRESS MEETING FREQUENCY

Where applicable on the first Working Day of each calendar month

KEY STAFF

Not applicable for standard supply transactions.

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Supplier's pricing and/or any Supplier specific solution(s) for the period of the Call-Off Term

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

In accordance with the Tender Questionnaire. Joint Schedule 5 (Corporate Social Responsibility) also applies.

| For and on behalf of the Supplier: | | For and on behalf of the Buyer: | |
|------------------------------------|------------|---------------------------------|----------------|
| Signature: | | Signature: | |
| Name: | | Name: | |
| Role: | | Role: | |
| Date: | 19/06/2025 | Date: | 19th June 2025 |