

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

Order Form

CALL-OFF REFERENCE: **SAS software products for DWP**

THE BUYER: **Department for Work and Pensions (DWP)**

BUYER ADDRESS: 2, St. Peters Square, Manchester, M2 3AA

THE SUPPLIER: **Insight Direct (UK) Ltd**

SUPPLIER ADDRESS: 4th Floor, The Charter Building, Charter Place, Uxbridge, UB8 1JG

REGISTRATION NUMBER: **2579852**

DUNS NUMBER:

SID4GOV ID:

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 10/02/2021. 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 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) 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)

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- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information) - Unused
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)
- Call-Off Schedules:
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 9 (Security) Part C
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 20 (Call-Off Specification)
 - CCS Core Terms (version 3.0.6)
- 4. Joint Schedule 5 (Corporate Social Responsibility) RM6068

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

The following Special Terms are incorporated into this Call-Off Contract: **None specified**

CALL-OFF START DATE: **01 March 2021**

CALL-OFF EXPIRY DATE: **28 February 2022**

CALL-OFF INITIAL PERIOD: 1 Year

CALL-OFF OPTIONAL EXTENSION PERIOD **N/A**

CALL-OFF DELIVERABLES

See details in the quote in the Call-Off Charges section below.

LOCATION FOR DELIVERY

REDACTED

DATES FOR DELIVERY OF THE DELIVERABLES

TBC

TESTING OF DELIVERABLES

None

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be Minimum is 90 days

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 **£42,177.34 (incl VAT)**

CALL-OFF CHARGES

£42,177.34 (incl VAT)

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

All invoices must include the purchase order number to be provided by the Authority, Call-Off Reference, description and value.

The invoice format will mirror the necessary information in clause 4 of the Core Terms. The Buyer will pay the Supplier within thirty (30) calendar days of receipt of a valid invoice, submitted in accordance with this paragraph, the payment profile set out above and the provisions of the Core Terms

The Supplier will post paper invoices to the Buyer SSCL address and send PDF version of the invoices to the SSCL email address below.

BUYER'S INVOICE ADDRESS:

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S AUTHORISED REPRESENTATIVE

Insight Direct (UK) Ltd

SUPPLIER'S CONTRACT MANAGER
Insight Direct (UK) Ltd

PROGRESS REPORT FREQUENCY
Not applicable.

PROGRESS MEETING FREQUENCY
Not applicable.

KEY STAFF
See contacts above.

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:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	REDACTED	Date:	REDACTED

