

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

Order Form

CALL-OFF REFERENCE: C77121

THE BUYER: The Secretary of State for Health and Social Care
as part of the Crown (acting through the Medicines and
Healthcare products Regulatory Agency)

BUYER ADDRESS 10 South Colonnade, Canary Wharf, London E14 4PU

THE SUPPLIER: Edenred (UK Group) Ltd

SUPPLIER ADDRESS: 50 Vauxhall Bridge Road, London, SW1V 2RS

REGISTRATION NUMBER: 00540144

DUNS NUMBER: 210186342

SID4GOV ID: N/A

BUYER HR CONTACT AND BUYER'S AUTHORISED REPRESENTATIVE

BUYER ORDER CONTACT

BUYER INVOICING CONTACT

BUYER DATA PROCESSING SECURITY OFFICER

BUYER DELIVERY ADDRESS FOR ANY GOODS (WHERE NOT DELIVERABLE TO AN EMPLOYEE'S
HOME ADDRESS)

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated [REDACTED]
It's issued under the Framework Contract with the reference number **RM6133** for the provision of Employee Benefits.

CALL-OFF LOT(S): Not applicable

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) RM6133*
3. *The following Schedules in equal order of precedence:*
 - *Joint Schedules for RM6133*
 - *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)*
 - *Joint Schedule 12 (Supply Chain Visibility)*
 - *Call-Off Schedules for **RM6133***
 - *Call-Off Schedule 2 (Staff Transfer)*
 - *Call-Off Schedule 3 (Continuous Improvement)*
 - *Call-Off Schedule 7 (Key Supplier Staff)*
 - *[Call-Off Schedule 8 (Business Continuity and Disaster Recovery)]*
 - *[Call-Off Schedule 9 (Security) – Part A: Short Form Security Requirements shall apply]*
 - *[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)]*
4. CCS Core Terms
5. *Joint Schedule 5 (Corporate Social Responsibility) RM6133*

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:

1. Should the Deliverables under the Call-Off Contract include any of the following Services:
 - a) Financial Wellbeing;
 - b) Green Cars;
 - c) Payroll Giving; or
 - d) Cycle to work,as these Services constitute regulated financial activities or have other regulatory requirements, the Buyer will be required to sign an agreement directly with the Supplier's Subcontractor, being the provider of those Services, in addition to the Call-Off Contract, in a form to be agreed between the Buyer and the Sub-contractor.

2. The table in Annex 1 to Joint Schedule 11: Data Processing shall be amended as follows:

Description Of Authorised Processing	Details
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation the Supplier is the Data Processor and the Authority is the Data Controller.
Subject matter of the processing	Managing the obligations under the Framework Agreement, including exit management, and other associated activities.
Duration of the processing	From the outset of the Framework Agreement date, and up to 6 years after the expiry or termination of the Framework Agreement in order to meet legal obligations.
Nature and purposes of the processing	Any operation carried out for the purposes of processing applications under the Call Off Contract.
Type of Personal Data	All Data Subjects Full name Workplace address Workplace Phone Number Workplace email address Details of the Buyer's and Supplier's representatives
Categories of Data Subject	Customer Staff Authority Staff Workers
Data retention	The personal data will be retained for each data subject for up to 6 years after the expiry or termination of the Framework Agreement.

CALL-OFF START DATE: [REDACTED]

CALL-OFF EXPIRY DATE: [REDACTED]

CALL-OFF INITIAL PERIOD: [REDACTED]

CALL- OFF EXTENSION OPTION: [REDACTED]

CALL-OFF DELIVERABLES

Online Employee Benefits Platform. The Supplier shall provide an Online Employee Benefits Platform together with maintenance of the said platform to the Buyers to deliver the following benefits:

	Service	Description	Sub-contractor	Charges	YES/NO
CORE BENEFITS					
Car	Green Car Scheme	The Supplier shall provide a Green Car Scheme that provides access to the Public Sector Discounts available from car manufacturers, and include car insurance, servicing, maintenance, repair, and breakdown cover.	Tusker	■	■
CCV	Childcare Voucher Scheme	The Supplier shall provide childcare vouchers covering all types of childcare provision.	Edenred	■	■
C2W	Cycle to Work Scheme	The Supplier shall provide an HMRC approved Cycle-to-Work Scheme that includes the provision of cycles and cycle safety equipment supplied through approved cycle outlets nationwide. The scheme shall adhere to the Department of Transport Cycle to Work policy.	Halfords and Cycle Solutions	■	■
ED	Employee Discounts Scheme	The Supplier shall provide employee discounts on a range of goods and services. These shall appeal to the diverse employee base of the Buyers and shall include branded high street names as well as local offers.	Edenred	■	■
Gym 1	My Gym Discounts	The Supplier shall provide discounted gym memberships to cover gyms and leisure centres as well as exercise and fitness classes delivered through high street names, independent and local providers.	Incorpore	■	■
Gym 2	Gym Flex	As above but, payroll deducted.	Incorpore	■	■
Payroll	Payroll Giving Scheme	The Supplier shall provide an HMRC approved Payroll Giving Scheme to allow employees to give money to UK registered charities of their choice from their gross pay.	Charities Trust	■	■
R&R	Reward and Recognition Scheme – Compliments Select	Compliments Select is an online reward platform that lets you issue almost any kind of reward, of any value.	Edenred	■	■
Tech	Technology Smartphone Discount Scheme	The Supplier shall provide technology and smartphone discounts to employees including discounts on the latest technology from leading manufacturers. The Buyer does not require optional early leaver cover.	Let's Connect	■	■

Well Being	Financial Wellbeing Scheme	The Supplier shall provide an online financial education service and a range of products and services aimed at improving employees' financial well-being.	Salary Finance and Cushon		
ADDITIONAL BENEFITS					
Dental	Dental Insurance	The benefit gives employees access to a dental insurance policy, at corporate rates, to help make costly and essential dental treatment more affordable. The policy allows the employee to claim towards insured dental treatment from day one They are covered for pre-existing conditions, excluding mouth cancer, and they are covered for planned or pending treatment with their choice of NHS or private dentist. There are three levels of cover and partners or children can also be included.	UNUM		
Health 1	HealthiFlex (Health Screening)	Corporate discounts on health assessments, delivered through a network of suppliers located nationally. Additional services to complement the scheme include but are not limited to digital GP services, virtual physio, nutrition and lifestyle coaching, and counselling.	Incorpore		
Health 2	MyHealth Discounts	As above, but non-payroll.	Incorpore		
Additional		NOT APPLICABLE AT PRESENT			

Further details of the relevant Services and support can be found in the Framework specification.

MAXIMUM LIABILITY

CALL-OFF CHARGES

All changes to the Charges must use procedures that are equivalent to those in Paragraphs 4, 5 and 6 (if used) in Framework Schedule 3 (Framework Prices).

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Invoices must be submitted electronically to [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

BUYER'S INVOICE ADDRESS:

As above.

BUYER'S AUTHORISED REPRESENTATIVE

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

BUYER'S ENVIRONMENTAL POLICY

n/a

BUYER'S SECURITY POLICY

n/a

SUPPLIER'S AUTHORISED REPRESENTATIVE

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

SUPPLIER'S CONTRACT MANAGER

[REDACTED]
[REDACTED]

PROGRESS REPORT FREQUENCY

[REDACTED]
[REDACTED]
[REDACTED]

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

PROGRESS/PERFORMANCE REVIEW MEETING FREQUENCY

[REDACTED]
The parties' Representatives or other agreed [REDACTED]
[REDACTED]
[REDACTED]

KEY STAFF

Senior Project Manager: [REDACTED]

Senior Data Security Officer: [REDACTED]

Account Manager: [REDACTED]

KEY SUBCONTRACTOR(S)

As above

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]		
Name:			
Role:			
Date:			

RM6133 - Call Off - MHRA (Medicines and Healthcare products Regulatory Agency)

Final Audit Report

2022-06-23

Created:		
By:		
Status:		
Transaction ID:		

[Redacted Content] healthcare products