

Professional services Support for the Property Transformation Programme

RM6187 Framework Schedule 6 (Order Form and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE:	Con_23341
THE BUYER:	Ministry of Justice on behalf of the Secretary of State for Justice
BUYER ADDRESS	Ministry of Justice 102 Petty France London SW1H 9AJ
THE SUPPLIER:	Arcadis LLP
SUPPLIER ADDRESS:	80 Fenchurch Street, London, EC3M 4BY
REGISTRATION NUMBER:	OC368843
DUNS NUMBER:	217498241

Applicable framework contract

This Order Form is for the provision of the Call-Off Deliverables and dated 22nd January 2024

It's issued under the Framework Contract with the reference number RM6187 for the provision of consultancy services.

CALL-OFF LOT(S): MCF3 – Lot 8

Call-off incorporated terms

The following documents are incorporated into this Call-Off Contract.

Where schedules are missing, those schedules are not part of the agreement and can not be used. If the documents conflict, the following order of precedence applies:

1. This Order Form includes the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6187

3. The following Schedules in equal order of precedence:

Joint Schedules for RM6187 Management Consultancy Framework Three

- Joint Schedule 1 (Definitions)
- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)

Call-Off Schedules

- Call-Off Schedule 1 (Transparency Reports)
- Call-Off Schedule 3 (Continuous Improvement)
- Call-Off Schedule 4 (Call-Off Tender)
- 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 15 (Call-Off Contract Management)
- Call-Off Schedule 20 (Call-Off Specification)

4. CCS Core Terms
5. Joint Schedule 5 (Corporate Social Responsibility)
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.

Annexes

- Annex 1 – Current Contracts
- Annex 2 – PSP Commission Request Form
- Annex 3 – KPI Scorecard
- Annex 4 – The Authorities Clarification Log

Supplier terms are not 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:

Special Term 1 - [REDACTED]

[None]

Call-off start date: 22nd January 2024

Call-off expiry date: 21st January 2027

Call-off initial period: 3 Years

CALL-OFF OPTIONAL EXTENSION PERIOD

Not Applicable

Call-off deliverables:

See details in Call-Off Schedule 20 (Call-Off Specification)

Security

Short form security requirements apply

Maximum liability

[REDACTED]

Call-off charges

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

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)

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:

- Specific Change in Law
- Benchmarking using Call-Off Schedule 16 (Benchmarking)

Reimbursable expenses

Recoverable as stated in Framework Schedule 3 (Framework Prices) paragraph 4.

Payment method

A central purchase order number will be provided by the Authority. All invoices must be sent, quoting a valid purchase order number (PO Number) and Contract reference. You must be in receipt of a valid PO Number before submitting an invoice.

Buyer's invoice address

[REDACTED]

FINANCIAL TRANSPARENCY OBJECTIVES

The Financial Transparency Objectives do not apply to this Call-Off Contract.

Buyer's authorised representative

[REDACTED]

Buyer's security policy

available online at:

Security Guidance ([justice.gov.uk](https://www.justice.gov.uk))

Supplier's authorised representative

[REDACTED]

Supplier's contract manager

[REDACTED]

Progress report frequency

Refer to the call off specification – Call-Off Schedule 20

Progress meeting frequency

Refer to the call off specification – Call-Off Schedule 20

Key staff

[REDACTED]

Key subcontractor(s)

Not applicable

Commercially sensitive information

[REDACTED]

Service credits

Not applicable

Additional insurances

Not applicable

Guarantee

Not applicable

Buyer's environmental and social value policy

Social Value Policy available online at:

Social Value Policy

Environmental Policy available online at:

Ministry of Justice and the environment - GOV.UK (www.gov.uk)

Social value commitment

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)]

Formation of call off contract

By signing and returning this Call-Off Order Form the Supplier agrees to enter a Call-Off Contract with the Buyer to provide the Services in accordance with the Call-Off Order Form and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read the Call-Off Order Form and the Call-Off Terms and by signing below agree to be bound by this Call-Off Contract.

CORE TERMS

Core Terms	[REDACTED]
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JOINT SCHEDULES

Joint Schedule 1 (Definitions)	[REDACTED]
Joint Schedule 2 (Variation Form)	[REDACTED]
Joint Schedule 3 (Insurance Requirements)	[REDACTED]
Joint Schedule 4 (Commercially Sensitive Information)	[REDACTED]
Joint Schedule 5 (Corporate social Responsibility)	[REDACTED]
Joint Schedule 10 (Rectification Plan)	[REDACTED]
Joint Schedule 11 (Processing Data)	[REDACTED]

CALL-OFF SCHEDULES

Call-Off Schedule 1 (Transparency Reports)	[REDACTED]
Call-Off Schedule 3 (Continuous Improvement)	[REDACTED]
Call-Off Schedule 4 (Call-Off Tender)	[REDACTED]
Call-Off Schedule 5 (Pricing Details)	[REDACTED]
Call-Off Schedule 7 (Key Supplier Staff)	[REDACTED]
Call-Off Schedule 8 (Business Continuity and Disaster Recovery)	[REDACTED]
Call-Off Schedule 9 (Security)	[REDACTED]
Call-Off Schedule 10 (Exit Management)	[REDACTED]
Call-Off Schedule 13 (Implementation Plan and Testing)	[REDACTED]

Call-Off Schedule 15 (Call-Off Contract Management)	[REDACTED]
Call-Off Schedule 20 (Call-Off Specification)	[REDACTED]

ANNEXES

Annex 1	[REDACTED]
Annex 2	[REDACTED]
Annex 3	[REDACTED]
Annex 4	[REDACTED]

For and on behalf of the Supplier:

Signature: **[REDACTED]**

Name: **[REDACTED]**

Role: **[REDACTED]**

Date: **[REDACTED]**

For and on behalf of the Buyer:

Signature: **[REDACTED]**

Name: **[REDACTED]**

Role: **[REDACTED]**

Date: **[REDACTED]**