

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

### Order Form

CALL-OFF REFERENCE: con\_6159

THE BUYER: Department for Energy Security and Net Zero  
("DESNZ")

BUYER ADDRESS 3-8 Whitehall Place, London SW1A 2EG

THE SUPPLIER: Allen Lane

SUPPLIER ADDRESS: 33 King Street, St. James's, London, SW1Y 6RJ

DUNS NUMBER: 738603443

#### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 12<sup>th</sup> April 2024.

It's issued under the Framework Contract with the reference number RM6277 for the provision of Non-Clinical Staff.

CALL-OFF LOT(S):  
Lot 2 - Corporate Functions

#### 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:

1. This Order Form.
2. Joint Schedule 1 (Definitions and Interpretation) RM6277
3. The following Schedules in equal order of precedence:
  - Joint Schedules for RM6277
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)

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

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- Joint Schedule 7 (Financial Difficulties including Annex 5 Optional Terms for Bronze Contracts)
  - Joint Schedule 10 (Rectification Plan)
  - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for RM6277
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 2 (Staff Transfer)
    - Call-Off Schedule 3 (Continuous Improvement)
4. CCS Core Terms (version 3.0.11)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6277

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 START DATE: 22 April 2024

CALL-OFF EXPIRY DATE: 21 October 2024

### CALL-OFF DELIVERABLES

The provision of Non-Clinical Temporary staff or any other temporary staff or fixed term worker for Grade 7 Commercial Lead in the DESNZ Hydrogen Heating Programme. The named worker is **REDACTED due to FOI Section 40 (Personal Information)**

Job Role/Title	Commercial Lead
Assignment Type	Fixed term
Hours/Days required	5 days a week, Monday to Friday full time
Detail on unsocial hours required	Not applicable
High cost area supplements that may apply	1.None
Immunisations required	None
Fee Type	3. No Disclosure
Expenses to be paid or benefits offered	None. BEIS expenses for contractors policy applies.
Expenses to be paid by Temporary Worker	None.
Disclosure and Barring Service check requirements	Not applicable.
BPSS required	Yes.
State any other required clearance and/or background checking	BPSS is required.
State any skills, mandatory training and qualifications necessary for the role	As outlined in the specification.

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

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(those defined by the Framework Specification apply by default)	
Supplier to provide ID badges?	No
Temporary Worker Compliance Requirements ( <b>NON-NHS CUSTOMERS ONLY</b> )	Temporary Workers in Central Government will be checked to Baseline Personnel Security Standard

**GDPR POSITION**

The GDPR provisions for this Call-Off Contract are stated in Joint Schedule 11 – Processing Data, and its annexes.

The contact details of the Buyer's Data Protection Officer are:

[dataprotection@energysecurity.gov.uk](mailto:dataprotection@energysecurity.gov.uk)

**MAXIMUM LIABILITY**

Each Party's total aggregate liability in each Contract Year under each Call-Off Contract (whether in tort, contract or otherwise) is no more than the greater of £1 million or 150% of the Estimated Yearly Charges.

**CALL-OFF CHARGES**

Agreed rate not to exceed £750/day inclusive of VAT.

**REDACTED due to FOI Section 43 (Commercial Interest)**

**PAYMENT METHOD**

The Supplier shall forward valid invoices, including a purchase order number, for the attention of **REDACTED due to FOI Section 40 (Personal Information)**

**BUYER'S INVOICE ADDRESS:**

Department for Energy Security and Net Zero  
C/O UK SBS  
Queensway House, West Precinct  
Billingham  
TS23 2NF  
United Kingdom

**BUYER'S AUTHORISED REPRESENTATIVE**

**REDACTED due to FOI Section 40 (Personal Information)**

**SUPPLIER'S AUTHORISED REPRESENTATIVE**

**REDACTED due to FOI Section 40 (Personal Information)**

**SIGNATURES REDACTED due to FOI Section 40 (Personal Information)**