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

**Order Form**

**CALL-OFF REFERENCE**: CCSO23A15

**THE BUYER**: HM Treasury Group

**BUYER ADDRESS**: REDACTED

**THE SUPPLIER**: Phoenix Software

**SUPPLIER ADDRESS**: REDACTED

**REGISTRATION NUMBER**: 02548628

**DUNS NUMBER**: 763488178

**SID4GOV ID**:N/A

**APPLICABLE FRAMEWORK CONTRACT**

This Order Form is for the provision of the Call-Off Deliverables and dated 11/03/2024.

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

**CALL-OFF LOT:**

Lot 3: Software

**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.
2. Joint Schedule 1 (Definitions and Interpretation) RM6098
3. Framework Special Terms
4. 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 7 (Financial Difficulties)
	+ Joint Schedule 10 (Rectification Plan)
	+ Joint Schedule 11 (Processing Data)
	+ Joint Schedule 12 (Supply Chain Visibility)
* Call-Off Schedules for RM6098
	+ Call-Off Schedule 1 (Transparency Reports)
	+ Call-Off Schedule 3 (Continuous Improvement)
	+ Call-Off Schedule 5 (Pricing Details)
	+ Call-Off Schedule 6 (ICT Services) including Annexes A to E
	+ 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 14 (Service Levels)
	+ Call-Off Schedule 15 (Call-Off Contract Management)
	+ Call-Off Schedule 20 (Call-Off Specification)
1. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
2. Joint Schedule 5 (Corporate Social Responsibility) RM6098
3. 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.

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:** 01/04/2024

**CALL-OFF EXPIRY DATE:** 31/03/2027

**CALL-OFF INITIAL PERIOD:** 3 Years

**CALL-OFF DELIVERABLES**

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

**LOCATION FOR DELIVERY**

REDACTED

**DATES FOR DELIVERY**

| **Milestone/****Deliverable**  | **Description**  | **Timeframe or Delivery Date**  |
| --- | --- | --- |
| 1  | Contract commencement  | 13/03/2024  |
| 2  | Introduction of Key Personnel (this to include SIAM)  | Within first week of contract  |
| 3  | Relevant handover activities completed  | Within 1 month of contract award  |
| 4  | Old contract expires, new service provision commences | 31/03/2024  |

**TESTING OF DELIVERABLES**

See details in Call-Off Schedule 13 (Implementation Plan & Testing)

**WARRANTY PERIOD**

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 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: £5,460,525.

**CALL-OFF CHARGES**

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

**REIMBURSABLE EXPENSES**

None

**PAYMENT METHOD**

Invoicing and payment will be under the Buyers standard Terms. The Supplier will invoice based on the pre-agreed payment method for each software product.

Payment will only be made following satisfactory delivery of pre-agreed certified products and deliverables.

Before payment can be considered, each invoice must include a detailed elemental breakdown of product and services delivered and the associated costs.

No invoice will be authorised without an associated purchase order number

**BUYER’S INVOICE ADDRESS:**

REDACTED

**BUYER’S AUTHORISED REPRESENTATIVE**

REDACTED

**BUYER’S ENVIRONMENTAL POLICY**

[Greening Government Commitments 2021 to 2025](https://www.gov.uk/government/publications/greening-government-commitments-2021-to-2025/greening-government-commitments-2021-to-2025) and any subsequent policies implemented during the contract duration.

**BUYER’S SECURITY POLICY**

Information Security Policy Framework, 26/06/2021. Available online at:

Information Security Policy Framework - GOV.UK (www.gov.uk)

**SUPPLIER’S AUTHORISED REPRESENTATIVE**

REDACTED

**SUPPLIER’S CONTRACT MANAGER**

REDACTED

**PROGRESS REPORT FREQUENCY**

Monthly, no later than the fifth (5th) Working Day of the month

**PROGRESS MEETING FREQUENCY**

Quarterly, no later than the eight (8th) Working Day of the applicable month

**KEY STAFF**

Not Applicable

**KEY SUBCONTRACTOR(S)**

Not applicable

**COMMERCIALLY SENSITIVE INFORMATION**

Not applicable

**SERVICE CREDITS**

Not applicable

**ADDITIONAL INSURANCES**

Not applicable

**GUARANTEE**

Not applicable

**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).

| **For and on behalf of the Supplier:** | **For and on behalf of the Buyer:** |
| --- | --- |

REDACTED