


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

### Part A Order Form Template

CALL-OFF REFERENCE:	(RM3821) PS161 eCase
THE BUYER:	
BUYER ADDRESS	Professional Services, Defence Digital, Spur B2, MOD Corsham, Wiltshire, SN13 9NR.
THE SUPPLIER:	Fivium Ltd.
SUPPLIER ADDRESS:	16 Great Queen street, London, WC2B 5AH.
REGISTRATION NUMBER:	05775733
DUNS NUMBER:	349803788
SID4GOV ID:	N/A

#### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 14.11.22. It's issued under the Framework Contract with the reference number RM3821 for the provision of Data and Applications Solutions.

#### CALL-OFF LOT(S):

Lot 1b. Workflow and eCase Management solutions

#### 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) RM3821
3. The following Schedules in equal order of precedence:

## OFFICIAL-SENSITIVE COMMERCIAL

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

- Joint Schedules for framework reference number RM3821
  - Joint Schedule 2 (Variation Form)
  - Joint Schedule 3 (Insurance Requirements)
  - Joint Schedule 10 (Rectification Plan)
  - Joint Schedule 11 (Processing Data)
- Call-Off Schedules for PS161
  - Call-Off Schedule 1 (Transparency Reports)
  - Call-Off Schedule 2 (Staff Transfer)
  - Call-Off Schedule 6 (ICT Services)

4. CCS Core Terms (version 3. 0.3)
5. Joint Schedule 5 (Corporate Social Responsibility) RM3821
6. Call-Off Schedule 21 (Supplier-Furnished Terms]

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

N/A

CALL-OFF START DATE: 19.11.22

CALL-OFF EXPIRY DATE: 18.11.23

CALL-OFF INITIAL PERIOD: One Year

#### CALL-OFF DELIVERABLES

##### **eCase Premium PSN Connected 75,000 Case volume subscription.**

Process Ministerial and FOI requests efficiently and effectively across the Department to deadlines.

Manage Parliamentary business and FOIs with no deterioration in performance, capability or service to all customers, in order to maintain the reputation of the Department.

## OFFICIAL-SENSITIVE COMMERCIAL

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

Manage Public correspondence with no deterioration in performance, capability or service to all customers, in order to maintain the reputation of the Department.

Provide evidence of performance against public correspondence and FOIs and for the Department to meet its obligations to the public.

Support the Government's responsibilities or Ministers to be accountable to Parliament and for the Department to meet its statutory obligations under the FOIA.

Maintain accurate records of departmental performance which is reportable to Parliament, Cabinet Office, Ministry of Justice and Information Commissioner's Office (ICO).

Provide evidence of performance against the FOI requests as an obligation under the existing Code of Practice.

Meet Parliamentary and statutory FOI deadlines and provide evidence of performance against these obligations.

Keep a record of past cases that are searchable and easily retrieved ensuring consistency in the Department's responses to FOI requests, public correspondence and Parliamentary business. This also supports the need for documents during any appeals or tribunals.

Manage Parliamentary, Public and FOI business without any additional Department staff.

Provide the same level of capability in processing the Department's Parliamentary and public business and FOI requests as the current capability.

Meet MOD Security requirements and maintain necessary accreditations.

System availability:99.9%

DCPP: RAR ref 20974436 Risk level Moderate. Supplier has completed SAQ and supplied Cyber Essential Plus Certificate. Defcon 658 and Def Stan 05-138 apply. Defcon 532 & 532B apply.

IR35: Workers on this contract are confirmed as Employees.

QA: No specific Quality Management System requirements are defined. This does not relieve the Supplier of providing conforming products under this contract. No Deliverable Quality Plan is required reference DEFCON 602B 12/06. Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 - Quality Assurance Procedural Requirements - Concessions. Any contractor working parties shall be provided in accordance with Def Stan. 05-061 Part 4, Issue 4 - Quality Assurance Procedural Requirements - Contractor Working Parties. Processes and controls for the avoidance of counterfeit materiel shall be established and applied in accordance with Def Stan. 05-135, Issue 2 – Avoidance of Counterfeit Materiel.

#### 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 £845,785.50 ex vat.

OFFICIAL-SENSITIVE COMMERCIAL

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

CALL-OFF CHARGES

£563,857.00 ex vat

Period	Invoice Date	75,000 case volume option (ex. VAT)
19/11/2022-30/11/2022	30-Nov-22	████████
01/12/2022-31/12/2022	31-Dec-22	████████
01/01/2023-31/01/2023	31-Jan-23	████████
01/02/2023-28/02/2023	28-Feb-23	████████
01/03/2023-31/03/2023	31-Mar-23	████████
01/04/2023-30/04/2023	30-April-23	████████
01/05/2023-31/05/2023	31-May-23	████████
01/06/2023-30/06/2023	30-Jun-23	████████
01/07/2023-31/07/2023	31-Jul-23	████████
01/08/2023-31/08/2023	31-Aug-23	████████
01/09/2023-30/09/2023	30-Sep-23	████████

OFFICIAL-SENSITIVE COMMERCIAL

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

01/10/2023- 31/10/2023	31-Oct-23	████████
01/11/2023- 18/11/2023	18-Nov-23	████████
<b>Total</b>		<b>£563,857.00</b>

REIMBURSABLE EXPENSES

Nil

PAYMENT METHOD

CP&F

BUYER'S INVOICE ADDRESS (For soft copies):

Name: ██████████

Role: Project Manager. ██████████

Email address: ██████████

Address: Ground Floor Zone D, MOD Main Building, Whitehall, London. SW1A 2HB

BUYER'S AUTHORISED REPRESENTATIVE

Name: ██████████

Role: Comrcl. ██████████

Email: ██████████

Address: Professional Services, Defence Digital, Spur B2, MOD Corsham, Wiltshire, SN13 9NR.

SUPPLIER'S AUTHORISED REPRESENTATIVE

Name: ██████████

Role: ██████████

Email: ██████████

Address: 16 Great Queen Street, London, WC2B 5AH.

SUPPLIER'S CONTRACT MANAGER

## OFFICIAL-SENSITIVE COMMERCIAL

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

Name: [REDACTED]

Role: [REDACTED]

Email: [REDACTED]

Address: 16 Great Queen Street, London, WC2B 5AH.

#### PROGRESS REPORT FREQUENCY

N/A

#### PROGRESS MEETING FREQUENCY

N/A

#### KEY STAFF

Name: [REDACTED]

Role: [REDACTED]

Email: [REDACTED]

Address: 16 Great Queen Street, London, WC2B 5AH.

#### KEY SUBCONTRACTOR(S)

UK Cloud to 20.11.22. From 21.11.22, Amazon Web Services will become the Subcontractor.

#### COMMERCIALLY SENSITIVE INFORMATION

Not applicable

#### SERVICE CREDITS

Not applicable

#### GUARANTEE

Not applicable

#### MINIMUM PERIOD OF NOTICE FOR NO\_FAULT TERMINATION

Not applicable

## OFFICIAL-SENSITIVE COMMERCIAL

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

#### For and on behalf of the Supplier:

Signature: [REDACTED]  
Name: [REDACTED]  
Role: [REDACTED]  
Date: 17<sup>th</sup> November 2022

#### For and on behalf of the Buyer:

Signature: [REDACTED]  
Name: [REDACTED]  
Role: [REDACTED]  
Date: 17<sup>th</sup> November 2022

## Part B Call-Off Schedules

- Call-Off Schedule 1 (Transparency Reports)
- Call-Off Schedule 2 (Staff Transfer)
- Call-Off Schedule 6 (ICT Services)
- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing of Data)