

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

Order Form Template

CALL-OFF REFERENCE: N/A

THE BUYER: **Cornwall College Group**

BUYER ADDRESS John Keay House, Tregonissey Road, St Austell,
Cornwall, PL25 4DJ

THE SUPPLIER: **Advanced Business Software and Solutions Limited**

SUPPLIER ADDRESS: Ditton Park, Riding Court Road, Datchet, Berkshire,
SL3 9LL

REGISTRATION NUMBER: 03214465

DUNS NUMBER: **XXXXXXXXXX**

SID4GOV ID: **N/A**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 14th June 2021.

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 5b: Academic Scheduling & Management Solutions

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3**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:
 - 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
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 6 (ICT Services)
 - Call-Off Schedule 20 (Call-Off Specification)
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

Not Applicable

CALL-OFF START DATE: 21/06/2021

CALL-OFF EXPIRY DATE: 20/06/2024

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

Name of Deliverable	Quantity	Details
Smart Assessor Concurrent Learner Licences	2,000	Software as a Service
Smart Assessor Hosting	Sitewide	Software as a Service
Smart Rooms	2	Software as a Service
User Engagement Academy	Sitewide	Software as a Service

Framework Ref: RM3821

Project Version: V1

Model Version: v3.0

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Offline Laptop Programme	Sitewide	Software as a Service
Offline Apps	Sitewide	Software as a Service
Offline Support Package	Sitewide	Software as a Service
Electronic Forms and Online Enrolment	Sitewide	Software as a Service
SMS Messages	Sitewide	Software as a Service
Smart VLE	2,000	Software as a Service
Set-up Consultancy Day	1	Implementation Services
Assessor Training Day	1	Implementation Services
IQA Training Day	1	Implementation Services
Forms Training Day	1	Implementation Services
Standards Training Day	1	Implementation Services

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 **£53,847.00**

CALL-OFF CHARGES

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

The Charges will not be impacted by any change to the Framework Prices.

Name of Deliverable	Price	One-off or Recurring	Year	Details
Smart Assessor Concurrent Learner Licences	£23,000	Recurring	1-3	Invoiced on order and annually thereafter
Smart Assessor Hosting	£2,000	Recurring	1-3	Invoiced on order and annually thereafter
Smart Rooms	£1,000	Recurring	1-3	Invoiced on order and annually thereafter
User Engagement Academy	£625	Recurring	1-3	Invoiced on order and annually thereafter
Offline Laptop Programme	£1,600	Recurring	1-3	Invoiced on order and annually thereafter
Offline Apps	£1,175	Recurring	1-3	Invoiced on order and annually thereafter
Offline Support Package	£925	Recurring	1-3	Invoiced on order and annually thereafter
Electronic Forms and Online Enrolment	£1,550	Recurring	1-3	Invoiced on order and annually thereafter
SMS Messages	£1,500	Recurring	1-3	Invoiced on order and annually thereafter
Smart VLE	£16,722	Recurring	1-3	Invoiced on order and annually thereafter
Set-up Consultancy Day	£500	One-off	1	Invoiced on order
Admin / Management Training Day	£650	One-off	1	Invoiced on order

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Assessor Training Day	£650	One-off	1	Invoiced on order
IQA Training Day	£650	One-off	1	Invoiced on order
Forms Training Day	£650	One-off	1	Invoiced on order
Standards Training Day	£650	One-off	1	Invoiced on order

REIMBURSABLE EXPENSES

Expenses will be invoiced separately if services are delivered on site and will be charged as incurred.

PAYMENT METHOD

Payment via BACS

Bank: HSBC

Bank Address: 70 Pall Mall, London, SW1Y 5EZ

Bank Telephone No: 08455 845561

Account Name: Advanced Business Software and Solutions Limited

Sort Code: 40-05-20

Account Number: 01556789

BUYER'S INVOICE ADDRESS:

John Key House, Tregonissey Road, St Austell, Cornwall, PL25 4DJ

BUYER'S AUTHORISED REPRESENTATIVE

Chris Davey

Procurement Manager

Chris.Davey@cornwall.ac.uk

BUYER'S ENVIRONMENTAL POLICY

Not Applicable

BUYER'S SECURITY POLICY

Not Applicable

SUPPLIER'S AUTHORISED REPRESENTATIVE

Mark Dunne / Danny Taylor

Account Manager / Business Development Director

Mark.Dunne@oneadvanced.com / Danny.Taylor@smartapprentices.com

Ditton Park, Riding Court Road, Datchet, Berkshire, SL3 9LL

SUPPLIER'S CONTRACT MANAGER

David Thornton

Senior Commercial Manager

david.thornton@oneadvanced.com

Ditton Park, Riding Court Road, Datchet, Berkshire, SL3 9LL

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PROGRESS REPORT FREQUENCY

Weekly meetings are held during the on-boarding process, and quarterly review meetings are held once live.

PROGRESS MEETING FREQUENCY

Weekly meetings are held during the on-boarding process, and quarterly review meetings are held once live.

KEY STAFF

Name	Role
Danny Taylor	Business Development Director
Mark Dunne	Account Manager
Marcus Topley	Client Relations Manager
Sam Whitwell	Onboarding Manager
Mohammed Patel	Data Specialist
Norr Akhtar	Qualifications Manager

KEY SUBCONTRACTOR

Smart Apprentices Ltd.

Ditton Park,
Riding Court Road,
Datchet, Berkshire,
United Kingdom,
SL3 9LL

(CRN 07408258)

Smart Apprentices Ltd. and Supplier are wholly owned subsidiaries of Advanced Computer Software Group Limited.

COMMERCIALLY SENSITIVE INFORMATION

Analysis of charges set out above.

Call-Off Schedule 20 (Call-Off Specification)

All Operational documentation supplied during the term of the agreement (e.g. Customer Service Support Handbooks)

SERVICE CREDITS

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Framework Ref: RM3821
Project Version: V1
Model Version: v3.0

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Not applicable

MINIMUM PERIOD OF NOTICE FOR NO_FAULT TERMINATION

Minimum of 60 days' written notice.

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	 2EF40CF3BEF5437...
Name:		Name:	Chris Davey
Role:		Role:	Procurement Manager
Date:		Date:	21/6/2021

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Part B

Call-Off Schedules

- Mandatory



Core_Terms_v.3.0.3.pdf

- Optional:

- Joint Schedule 1 (Definitions)



Joint Schedule 1 -
Definitions V1.docx

- Joint Schedule 2 (Variation Form)



Joint Schedule 2 -
Variation Form V1.docx

- Joint Schedule 3 (Insurance Requirements)



Joint Schedule 3 -
Insurance Requiremer

- Joint Schedule 10 (Rectification Plan)



Joint Schedule 10 -
Rectification Plan V1.c

- Joint Schedule 11 (Processing Data)



A Learning Joint
Schedule 11 - Process

- Call-Off Schedule 1 (Transparency Reports)

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Call-Off Schedule 1
Transparency Reports

- Call-Off Schedule 2 (Staff Transfer)



Call-Off Schedule 2 -
Staff Transfer V2.doc

- Call-Off Schedule 6 (ICT Services)



Call Off Schedule 6 -
ICT Services V1.docx

- Call-Off Schedule 20 Specification

This Schedule sets out the characteristics of the Deliverables that the Supplier will be required to make to the Buyers under this Call-Off Contract

The Supplier undertake the solution shall provide the Buyer with the following features and functionality set out in the following proposal and statement of work;



The Cornwall College
Group - Smart Assess



Cornwall College -
Smart Assessor Imple

- Call-Off Schedule 21 Supplier Terms

Part 1A Non-COTS Third Party Software

Not Applicable

Part 1B COTS Software

Terms for licensing of COTS software in accordance with Call-Off Schedule 6 Paragraph 9.3, including the provision of Software Support and/or Maintenance services are detailed in Annex 1.

Part 1C Software as a Service (SaaS) Terms

Not Applicable

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Part 1D Software Support and/or Maintenance Terms

Terms for provision of Software Support and/or Maintenance services are set out below.



Smart Apprentices
Service Level Agreement