

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

Order Form

CALL-OFF REFERENCE: **SP-19-022**

THE BUYER: **Scottish Procurement**

BUYER ADDRESS: Scottish Government, 5 Atlantic Quay, Glasgow, G2 8LU

THE SUPPLIER: National Westminster Bank plc

SUPPLIER ADDRESS: 135 Bishopsgate, London, EC2M 3UR

REGISTRATION NUMBER: 929027

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 26th June 2020.

It's issued under the Framework Contract with the reference number RM3828 Payment Solutions for the provision of Electronic Purchasing Card Solution.

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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) RM3828 Payment Solutions The following Schedules in equal order of precedence:
 - Joint Schedules for RM3828 Payment Solutions
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 9 (Minimum Standards of Reliability)

 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for SP-19-022
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 6 (ICT Services)
 - 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 12 (Clustering)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 19 (Scottish Law)
 - Call-Off Schedule 20 (Call-Off Specification)
3. CCS Core Terms (version 3.0.4)
4. Joint Schedule 5 (Corporate Social Responsibility) RM3828 Payment Solutions

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

The following Special Terms are incorporated into this Call-Off Contract:

None

CALL-OFF START DATE:

1st August 2020

CALL-OFF EXPIRY DATE: 31 July 2024

CALL-OFF DELIVERABLES

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

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 £23 million throughput spend and £152,000 rebate payable by the supplier.

CALL-OFF CHARGES

ESTIMATED ANNUAL CONTRACT SPEND (£/YEAR)	CONTRACT PERIOD YEARS	REBATE % vs SETTLEMENT DAYS				
		28	21	14	10	7
< £0.10m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
< £0.25m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£1.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£5.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£10.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£15.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£25.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£50.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£75.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
<£100.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted
>£100.0m	1 to 4	Redacted	Redacted	Redacted	Redacted	Redacted

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

To be agreed with the individual Contract Managers

BUYER'S INVOICE ADDRESS:

To be agreed with the individual Contract Managers

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

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Scottish Procurement

5 Atlantic Quay

150 Broomielaw

GLASGOW

G2 8LU

BUYER'S ENVIRONMENTAL POLICY

N/A

BUYER'S SECURITY POLICY

N/A

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

PROGRESS REPORT FREQUENCY

Spend (throughput) figures to be provided to the Authority on a quarterly basis.

Annual rebate figures to be provided to the Authority when payment is made.

Progress Report frequencies to be agreed with the individual Contract Managers.

PROGRESS MEETING FREQUENCY

Authority/Supplier review meetings to be held annually.

Progress Meeting frequency to be agreed with the individual Contract Managers.

KEY STAFF

REDACTED

KEY SUBCONTRACTOR(S)

Not Applicable

COMMERCIALLY SENSITIVE INFORMATION

Please refer to Joint Schedule 4 (Commercially Sensitive Information)

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Framework Ref: RM3828

Project Version: v1.0

Model Version: v3.2

Not applicable

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	29/06/2020	Date:	29/06/2020