

**Framework**

**Award Form**

This Framework Award Form creates the Framework Contract. It summarises the main features of the procurement and includes CCS and the Supplier’s contact details.

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|  | **CCS**  | The Minister for the Cabinet Office represented by its executive agency the Crown Commercial Service (CCS). Its offices are on: 9th Floor, The Capital, Old Hall Street, Liverpool L3 9PP. |
|  | **Supplier** |

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| --- | --- |
| Name:  | **[Insert** name (registered name if registered)] |
| Address:  | [**Insert** address registered address if registered] |
| Registration number:  | [**Insert** registration number if registered] |
| SID4GOV ID: | [**Insert** SID4GOV ID if you have one] |
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|  | **Framework Contract** | This framework contract between CCS and the Supplier allows the Supplier to be considered for Call-off Contracts to supply the Deliverables [in Lot(s) [x, y]. You cannot deliver in any other Lot under this contract. Any references made to other Lots in this contract do not apply.] This opportunity is advertised in the Contract Notice in the Official Journal of the European Union reference [**Insert** reference number] (OJEU Contract Notice). |
|  | **Deliverables**  | * Lot 1 - Provision in all England, Scotland, Wales and Northern Ireland for short and over 28 days hire of standard passenger cars, light commercial vehicles (LCV), 4WD and 9 to 17 seater minibuses of all fuel trains and transmissions;
* Lot 2 - Provision in all England, Scotland, Wales and Northern Ireland for short and over 28 days hire of standard passenger cars, light commercial vehicles (LCV), 4WD, 9 to 17 seater minibuses of all fuel trains and transmissions and Car Share solutions, including access to pay as you go, short term hires, dedicated or shared vehicle assets and technology only to access Supplier’s scheduling/reservation system;
* Lot 3 - Provision in all England, Scotland, Wales and Northern Ireland for hire over 28 days of standard passenger cars, light commercial vehicles (LCV), 4WD, 9 to 17 seater minibuses of all fuel trains and transmissions;
* Lot 4 - Provision in all England, Scotland, Wales and Northern Ireland for short and over 28 days hire of 4 wheel drive vehicles, with automatic or manual 4 wheel drive capability. These vehicles shall be required to have full off-road capability, and may be required to have a tow bar with the ability to tow up to 3.5 tonnes;
* Lot 5 - Provision in all England, Scotland, Wales and Northern Ireland for short and over 28 days hire of self drive 9 to 17 seater minibuses;
* Lot 6 - Provision in all England, Scotland, Wales and Northern Ireland with some international hire of HGVs required, for sort and over 28 days hire of Commercial Vehicles (HGV’s and HCV’s) over 3.5 tonnes;
* Lot 7 - Provision in all England, Scotland, Wales and Northern Ireland for Car Share solutions including access to pay as you go, short term hires, dedicated or shared vehicle assets as well as technology only to access Supplier’s scheduling/reservation system;
* Lot 8 - Provision for short and over 28 days hire of vehicles for Buyer(s) worldwide (excluding the UK).Vehicle Hire includes: standard passenger cars, light commercial vehicles (LCV), 4WD, 9 to 17 seater minibuses and Luton box vans with tail lift of all fuel trains and transmission. The latter are often required for off road use for military exercises;
* Booking arrangements;
* Ancillaries services and products across all the lots;
* Payments, charges and invoicing; and
* Framework and Call-Off Contract management.

See Framework Schedule 1 (Specification) for further details.  |
|  | **Framework** **Start Date** | [**Insert** Day Month Year] |
|  | **Framework Expiry Date** | [**Insert** Day Month Year] |
|  | **Framework****Optional****Extension****Period** | [**Insert** detail about extensions of this contract]Up to [**Insert** Day Month Year] |
|  | **Order****Procedure** | direct awardfurther competitionSee Framework Schedule 7 (Call-off Award Procedure) |
|  | **Framework Incorporated Terms** (together these documents form the ‘the Framework Contract’) | The following documents are incorporated into the Framework Contract. Where numbers are missing we are not using these schedules. If the documents conflict, the following order of precedence applies:1. This Framework Award Form
2. Any Framework Special Terms (see Section 10 ‘Framework Special Terms’ in this Framework Award Form)
3. Joint Schedule 1 (Definitions) RM6013
4. Joint Schedule 11 (Processing Data) RM6013
5. The following Schedules for RM6013 (in equal order of precedence):
	* Framework Schedule 1 (Specification)
	* Framework Schedule 3 (Framework Prices)
	* Framework Schedule 4 (Framework Management)
	* Framework Schedule 5 (Management Charges and Information)
	* Framework Schedule 6 (Order Form Template and Call-Off Schedules) including the following template Call-Off Schedules:
		+ Call-Off Schedule 1 (Transparency Reports)
		+ Call-Off Schedule 2 (Staff Transfer)
		+ Call-Off Schedule 3 (Continuous Improvement)
		+ Call-Off Schedule 4 (Call-Off Tender)
		+ Call-Off Schedule 5 *(*Pricing Details)
		+ 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 13 (Implementation Plan and Testing)
		+ Call-Off Schedule 14 (Service Levels)
		+ Call-Off Schedule 15 (Call-Off Contract Management)
		+ Call-Off Schedule 16 (Benchmarking)
		+ Call-Off Schedule 17 (MOD Terms)
		+ Call-Off Schedule 18 (Background Checks)
		+ Call-Off Schedule 19 (Scottish Law)
		+ Call-Off Schedule 20 (Call-Off Specification)
		+ Call-Off Schedule 21 (Northern Ireland Law)
		+ Call-Off Schedule 22 (Vehicle Hire Terms)
* Framework Schedule 7 (Call-Off Award Procedure)
* Framework Schedule 8 (Self Audit Certificate)
* Framework Schedule 9 (Cyber Essentials Scheme)
* 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 8 (Guarantee)
* Joint Schedule 9 (Minimum Standards of Reliability)
* Joint Schedule 10 (Rectification Plan)
* Joint Schedule 12 (Supply Chain Visibility)
1. CCS Core Terms (version 3.0.4)
2. Joint Schedule 5 (Corporate Social Responsibility) RM6013
3. Framework Schedule 2 (Framework Tender) RM6013 as long as any part of the Framework Tender that offers a better commercial position for CCS or Buyers (as decided by CCS) take precedence over the documents above
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|  | **Framework Special Terms** | Special Term 1 - Any adjustment to the Framework Prices granted by CCS in accordance with paragraph 4 of Framework Schedule 3 (Framework Prices) shall not exceed the Consumer Price Index (CPI) and paragraph 6.4 of Framework Schedule 3 shall be used for the calculation of CPI. For the avoidance of doubt the first sentence of paragraph 6.1 and all of paragraph 6.3 of Framework Schedule 3 shall not apply. |
| Special Term 2 - Clause 3.1.2 of the Core Terms does not apply |
| Special Term 3 - Clause 3.2 of the Core Terms does not apply  |
| Special Term 4 - Clause 8.7 of the Core Terms does not apply; |
| Special Term 5 - Clause 10.2 of the Core Term does not apply to the Buyer extending the Hire Period of any Equipment; |
| Special Term 6 - Clause 10.3.2 of the Core Term does not apply to the Buyer terminating the hire of any Equipment;  |
| Special Term 7- Clause 10.5.2 of the Core Term does not apply where the Buyer must pay a Settlement Sum, a Termination Sum or any amount under paragraph 10 (Consequences of expiry or termination); |
| Special Term 8 - Within Joint Schedule 5 (Corporate Social Responsibility); Paragraph 3 Modern Slavery, Child Labour and Inhumane Treatment: 3.2 The Supplier, CCS and the Buyer shall agree to the Service Level Agreement for Modern Slavery at Annex 1 which sets out the principles guiding the Parties’ behaviour to address risks and instances of Modern Slavery and Child Labour abuses within supply chains associated with the subject matter of the Contract; and |
| Special Term 9 - Within Joint Schedule 5 (Corporate Social Responsibility); Insertion of Annex 1: Service Level Agreement for Modern Slavery.  |
|  | **Framework Prices**  | Any adjustment to the Framework Prices granted by CCS in accordance with paragraph 4 of Framework Schedule 3 (Framework Prices) shall not exceed the Consumer Price Index (CPI) and paragraph 6.4 shall be used for the calculation of CPI. **[Insert** information about the prices]Details in Framework Schedule 3 (Framework Prices) |
|  | **Insurance** | Details in Annex of Joint Schedule 3 (Insurance Requirements). |
|  | **Cyber** **Essentials Certification** | Cyber Essentials Scheme Basic Certificate (or equivalent). Details in Framework Schedule F9 (Cyber Essentials Scheme) |
|  | **Management Charge** | The Supplier will pay, excluding VAT, 1% of all the Charges for the Deliverables invoiced to the Buyer under all Call-Off Contracts excluding any charges payable by the Buyer to the Supplier as a result of damage caused to Equipment due to a fault of the Buyer pursuant to Call-Off Schedule 232 (Vehicle Hire Terms).  |
|  | **Supplier** **Framework****Manager** | [**Insert** name][**Insert** job title][**Insert** email address]**[Insert** phone number] |
|  | **Supplier** **Authorised Representative** | [**Insert** name][**Insert** job title][**Insert** email address]**[Insert** phone number] |
|  | **Supplier** **Compliance Officer** | [**Insert** name][**Insert** job title][**Insert** email address]**[Insert** phone number] |
|  | **Supplier Data Protection** **Officer** | [**Insert** name][**Insert** job title][**Insert** email address]**[Insert** phone number] |
|  | **Supplier** **Marketing Contact** | [**Insert** name][**Insert** job title][**Insert** email address]**[Insert** phone number] |
|  | **Key Subcontractors** | **Key Subcontractor 1**Name (Registered name if registered) [**insert** name]Registration number (if registered) [**insert** number]Role of Subcontractor [**insert** role]**[Guidance:** copy above lines as needed] |
|  | **CCS** **Authorised Representative** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **CCS** **Authorised Representative** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |
|  | **CCS** **Authorised Representative** | **[Insert** name]**[Insert** job title]**[Insert** email address]**[Insert** phone number] |

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| **For and on behalf of the Supplier:** | **For and on behalf of CCS:** |
| Signature: |  | Signature: |  |
| Name: |  | Name: |  |
| Role: |  | Role: |  |
| Date: |  | Date: |  |