

**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 2018/S 193-436753 (OJEU Contract Notice). |
|  | Deliverables  | The suppliers appointed to this Framework Contract will be responsible for providing h a commercial vehicle for provision of securely hosted online eSourcing procurement solution(s). This requirement will be acquired as a software service.The solution(s) must allow end to end management sourcing activity in full compliance with the Public Contracts Regulations 2015, national legislation and be flexible enough to undertake subsequent re-visions in the future.The solution(s) shall:* Support API approach to create a seamless solution, working in conjunction with existing CCS technological solutions.
* Ensure all solutions have capability to work in conjunction with each other, if more than one solution procured.
* Provide a single point of contact for users and suppliers.
* Provide comprehensive, reliable audit trails, process reporting and other related transparency controls.
* Ensure traceable supplier communications.
* Export and import content data efficiently.
* Be user friendly in terms of navigation, ensuring all tasks maximise efficiency.

See Framework Schedule 1 (Specification) for further details |
|  | Framework Start Date | XX/XX/XXXX. |
|  | Framework Expiry Date | XX/XX/XXXX. |
|  | FrameworkOptionalExtensionPeriod | Not applicable.  |
|  | OrderProcedure | * direct award

See 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) for RM6101.
4. Joint Schedule 11 (Processing Data) for RM6101.
5. The following Schedules for RM6101 eSourcing Platform (in equal order of precedence):
	* Framework Schedule 1 (Specification)
	* Framework Schedule 2 (Tender)
	* 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 11 (Installation Works)
		+ 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)
* Framework Schedule 7 (Call-Off Award Procedure)
* Framework Schedule 8 (Self Audit Certificate)
* Framework Schedule 9 (Cyber Essentials Scheme)
* Framework Schedule 10 (NOT USED)
* Framework Schedule 11 (Security)
* 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 10 (Rectification Plan)
1. CCS Core Terms (version 3.0.2)
2. Joint Schedule 5 (Corporate Social Responsibility) for RM6101 eSourcing.
3. Framework Schedule 2 (Framework Tender) for RM6101 Vehicle Purchase, 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 | N/A |
|  | Framework Charges  | Details in Framework Schedule 3 (Framework Charges) |
|  | Insurance | Details in Annex: Required Insurances of Joint Schedule 3 (Insurance Requirements). |
|  | Cyber Essentials Certification | Cyber Essentials Scheme Basic Certificate (or equivalent) prior to the framework commencement date. Details in Framework Schedule 9 (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. |
|  | Supplier FrameworkManager | [**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] |
|  | SupplierSecurity Representative | [**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] |

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|  | 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] |

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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: |  |