

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

## **Order Form**

CALL-OFF REFERENCE: CAV-DCO (25-26) 118

THE BUYER: Cardiff and Vale University Health Board

BUYER ADDRESS  
Woodland House  
2<sup>nd</sup> Floor  
Maes Y Coed Road  
CF14 4HH

THE SUPPLIER: Reward Gateway (UK) Ltd (Edenred)

SUPPLIER ADDRESS: Reward Gateway (UK) Ltd  
1 Dean Street  
London  
W1D 3RB

REGISTRATION NUMBER: 05696250

DUNS NUMBER: Not Applicable

SID4GOV ID: Not Applicable

### **APPLICABLE FRAMEWORK CONTRACT**

This Order Form is for the provision of the Call-Off Deliverables and dated 12<sup>th</sup> December 2025.

It's issued under the Framework Contract with the reference number RM6273 for the provision of Childcare Vouchers.

CALL-OFF LOT(S):

**Lot 5- Childcare/Payroll Giving Scheme**

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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 and Interpretation) **RM6273**
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
  - Joint Schedules for **RM6273 Employee Benefits and Services**
    - Joint Schedule 2 (Variation Form)
    - Joint Schedule 3 (Insurance Requirements)
    - Joint Schedule 4 (Commercially Sensitive Information)
    - Joint Schedule 11 (Processing Data)
  - Call-Off Schedules for **RM6273 Employee Benefits and Services**
    - Call-Off Schedule 1 (Transparency Reports)
    - Call-Off Schedule 2 (Staff Transfer)
    - Call-Off Schedule 3 (Continuous Improvement)

CCS Core Terms (version 3.0.11)

5. Joint Schedule 5 (Corporate Social Responsibility) **RM6273 Employee Benefits and Services**

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:

*Should the Deliverables under the Call-Off Contract include any of the following Services:*

- a) *Financial Wellbeing;*
- b) *Green Cars*
- c) *Payroll Giving; or*
- d) *Cycle to work,*

*as these Services constitute regulated financial activities or have other regulatory requirements, the Buyer will be required to sign an agreement directly with the Supplier's Subcontractor, being the provider of those Services, in addition to the Call-Off Contract, in a form to be agreed between the Buyer and the Subcontractor.*

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CALL-OFF START DATE: 1<sup>st</sup> January 2026

CALL-OFF EXPIRY DATE: 31<sup>st</sup> December 2028

CALL-OFF INITIAL PERIOD: 3 Years

**CALL-OFF DELIVERABLES**

Option A: Childcare Vouchers

**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 £2,160.00 (Annually) excluding VAT

**CALL-OFF CHARGES**

£2,160.00 (Annually) excluding VAT

£6,480.00 (in total) excluding VAT

**REIMBURSABLE EXPENSES**

Not Applicable

**PAYMENT METHOD**

Invoice

**BUYER'S INVOICE ADDRESS:**

NWSSP accounts payable,  
Cardiff & Vale ULHB,  
PO BOX 110,  
Pontypool,  
NP4 4DE  
or via email [NWSSP\\_PSU\\_P2P@wales.nhs.uk](mailto:NWSSP_PSU_P2P@wales.nhs.uk)

**BUYER'S AUTHORISED REPRESENTATIVE**

Gracie Westlake  
[Gracie.westlake@wales.nhs.uk](mailto:Gracie.westlake@wales.nhs.uk)

**BUYER'S ENVIRONMENTAL POLICY**

Not Applicable

**BUYER'S SECURITY POLICY**

Not Applicable

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**SUPPLIER'S AUTHORISED REPRESENTATIVE**

Paul Mcrae  
07773 283597  
[paul.mcrae@edenred.com](mailto:paul.mcrae@edenred.com)

**SUPPLIER'S CONTRACT MANAGER**

Not Applicable

**PROGRESS REPORT FREQUENCY**

Not Applicable

**PROGRESS MEETING FREQUENCY**

Not Applicable

**KEY STAFF**

Rachel Pressley (Cardiff & Vale)  
[rachel.pressley@wales.nhs.uk](mailto:rachel.pressley@wales.nhs.uk)

Claire Budgen (Velindre)

[claire.budgen@wales.nhs.uk](mailto:claire.budgen@wales.nhs.uk)

**KEY SUBCONTRACTOR(S)**

Not Applicable

**COMMERCIALLY SENSITIVE INFORMATION**

Not Applicable

**SERVICE CREDITS**

Not Applicable

**ADDITIONAL INSURANCES**

Not Applicable

**GUARANTEE**

Not Applicable

**SOCIAL VALUE COMMITMENT**

Not Applicable

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<b>For and on behalf of the Supplier:</b>		<b>For and on behalf of the Buyer:</b>	
Signature:	<i>Colin Hodgson</i>	Signature:	<i>p.p. Helen James</i>
Name:	Colin Hodgson	Name:	p.p. Helen James
Role:	Commercial Director	Role:	Assistant Head of Operational Procurement
Date:	06-Jan-26	Date:	24-Dec-25