

**PURCHASE ORDER****SC1A PO  
(Edn 04/23)****Contract No:** 707949454**Contract Name:** Supporting Schools in Disadvantaged Areas**Dated:** 19/05/2023

Supply the Deliverables described in the Schedule to this Purchase Order, subject to the attached MOD Terms and Conditions for Less Complex Requirements (up to the applicable procurement threshold).

<b>Contractor</b>	<b>Quality Assurance Requirement (Clause 8)</b>
Name: Hyett Education Ltd  Registered Address: [Redacted]	Is a Deliverable Quality Plan required for this Contract? (delete as appropriate)  No

<b>Consignor (if different from Contractor's registered address)</b>	<b>Transport Instructions (Clause 10)</b>
<b>Name:</b>          <b>Address:</b>	Select method of transport of Deliverables N/A  To be Delivered by the Contractor [Special Instructions]  To be Collected by the Authority [Special Instructions]  Each consignment of the Deliverables shall be accompanied by a delivery note.

<b>Progress Meetings (Clause 14)</b>	<b>Progress Reports (Clause 14)</b>
The Contractor shall be required to attend the following meetings : Monthly progress reviews in accordance with the Statement of Requirement at Schedule 2.	The Contractor is required to submit the following Reports: Ad hoc reporting as required in accordance with the Statement of Requirement at Schedule 2.

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Frequency: Monthly	Frequency: Ad Hoc
Location: MS Teams	

**Payment (Clause 15)**

**Payment is to be enabled by CP&F.**

<b>Forms and Documentation</b>	<b>Supply of Hazardous Deliverables (Clause 9)</b>
<p>Forms can be obtained from the following websites:</p> <p><a href="https://www.kid.mod.uk/maincontent/business/commercial/index.htm">https://www.kid.mod.uk/maincontent/business/commercial/index.htm</a> (Registration is required).</p> <p><a href="https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing">https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing</a></p> <p><a href="https://www.dstan.mod.uk/">https://www.dstan.mod.uk/</a> (Registration is required).</p> <p>The MOD Forms and Documentation referred to in the Conditions are available free of charge from:</p> <p>Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site Lower Arcott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)</p> <p>Applications via email: <a href="mailto:Leidos-FormsPublications@teamleidos.mod.uk">Leidos-FormsPublications@teamleidos.mod.uk</a></p> <p>If you require this document in a different format (i.e. in a larger font) please contact the Authority's Representative (Commercial Officer), detailed below.</p>	<p>A completed DEFFORM 68 (Hazardous and Non-Hazardous Substances, Mixture or Articles Statement) and, if applicable, UK REACH compliant Safety Data Sheet(s) (SDS) including any related information to be supplied in compliance with the Contractor's statutory duties under Clauses 9.b, and any information arising from the provisions of Clause 9 are to be provided by email with attachment(s) in Adobe PDF or MS WORD format to:</p> <p>(1) Hard copies to be sent to:</p> <p>Hazardous Stores Information System (HSIS) Spruce 2C, #1260 MOD Abbey Wood (South) Bristol, BS34 8JH</p> <p>(2) Emails to be sent to:</p> <p>b. <a href="mailto:DESTech-QSEPEnv-HSISMulti@mod.gov.uk">DESTech-QSEPEnv-HSISMulti@mod.gov.uk</a></p> <p>SDS which are classified above OFFICIAL including Explosive Hazard Data Sheets (EHDS) for Ordnance, Munitions or Explosives (OME) are not to be sent to HSIS and must be held by the respective Authority Delivery Team</p>

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**Contractor's Sensitive Information (Clause 5). Not to be published.**

This list shall be agreed in consultation with the Authority and the Contractor and may be reviewed and amended by agreement. The Authority shall review the list before publication of any information.

Description of Contractor's Sensitive Information:

[Redacted]

Cross reference to location of Sensitive Information:

[Redacted]

Explanation of Sensitivity:

[Redacted]

Details of potential harm resulting from disclosure:

[Redacted]

Period of Confidence (if Applicable):

[Redacted]

Contact Details for Transparency / Freedom of Information matters:

Name: [Redacted]

Position: [Redacted]

Address: [Redacted]

Telephone Number: [Redacted]

E-mail Address: [Redacted]

**Offer and Acceptance**

A) The Purchase Order constitutes an offer by the Contractor to supply the Deliverables. This is open for acceptance by the Authority for days from the date of signature. By signing the Purchase Order the Contractor agrees to be bound by the attached Terms and Conditions for Less Complex Requirements (Up to the applicable procurement threshold).

Name (Block Capitals): [Redacted]

B) Acceptance

Name (Block Capitals): [Redacted]

Position: [Redacted]

For and on behalf of the Authority

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Position: [Redacted] For and on behalf of the Contractor  [Redacted]  Authorised Signatory  [Redacted]  Date: Tuesday 23 <sup>rd</sup> May 2023	Authorised Signatory  [Redacted]    Date: 24/05/2023
<b>C) Effective Date of Contract:</b> 24/05/2023	

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