

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

Order Form

CALL-OFF REFERENCE: **C22250**

THE BUYER: **The Secretary of State for the Home Department**

BUYER ADDRESS 2 Marsham Street London SW1P 2DF

THE SUPPLIER: **Softcat Plc**

SUPPLIER ADDRESS: Solar House
Fieldhouse Lane
Marlow
Buckinghamshire
SL7 1LW

REGISTRATION NUMBER: 02174990

DUNS NUMBER: **397333253**

SID4GOV ID:

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 01/12/2021

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

CALL-OFF LOT(S):

- Lot 3: Software & Associated Services

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:

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1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6068
3. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6068
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for **C22250**
 - [Call-Off Schedule 5 (Pricing Details)
4. CCS Core Terms (version 3.0.6)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6068

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:

N/A

CALL-OFF START DATE: 6th December 2021

CALL-OFF EXPIRY DATE: 5th December 2024

CALL-OFF INITIAL PERIOD: 36 months

CALL-OFF OPTIONAL EXTENSION PERIOD N/A

CALL-OFF DELIVERABLES

The Goods detailed below are to be delivered on or before the 6TH December 2021

Item No	Description	Quantity Required

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1	[REDACTED] VM Support 3 year 24x7 [REDACTED] Contract (1 - 110 devices/Virtual Domains)			4
	Serials:			
	[REDACTED]			
	[REDACTED]			
	[REDACTED]			

LOCATION FOR DELIVERY

The licenses are to be delivered to:

[REDACTED]@homeoffice.gov.uk

DATES FOR DELIVERY OF THE DELIVERABLES

6th December 2021

TESTING OF DELIVERABLES

N/A

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 12 months following the delivery of the goods.

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 **£19,032.36**

CALL-OFF CHARGES

The maximum Call-Off contract value is **£19,032.36**

Item No	Description	Quantity Required	Item Price £ Ex VAT	Total Price £ Ex VAT

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1	<div>██████████ - VM Support 3 year 24x7</div> <div>██████████ Contract (1 - 110 devices/Virtual Domains)</div> <div>Serials:</div> <div>██████████</div> <div>██████████</div> <div>██████████</div> <div>██████████</div>	4	4758.09	£ 19,032.36
Totals				£ 19,032.36
Other Charges (Delivery charges etc)				£ -
Total Charges (ex VAT)				£ 19,032.36

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

REIMBURSABLE EXPENSES

N/A

PAYMENT METHOD

The payment method for this Call-Off Contract is BACS.

BUYER'S INVOICE ADDRESS:

Invoices will be sent via email as the primary method for delivery to the address below:

hosupplierinvoices@homeoffice.gov.uk

Invoices can be submitted in hard copy via post to the address below, however this will significantly delay the processing of the payment to the supplier.

Home Office Shared Service Centre HO Box 5015 Newport, Gwent NP20 9BB
United Kingdom

Tel: 08450 100125 Fax: 01633 581514

BUYER'S AUTHORISED REPRESENTATIVE:

██████████

██████████@homeoffice.gov.uk

+44 ██████████

BUYER'S ENVIRONMENTAL POLICY

The Supplier shall, when working on the Sites, perform its obligations under this Call Off Contract in accordance with the Environmental Policy of the Customer.

The Customer shall provide a copy of its written Environmental Policy (if any) to the Supplier upon the Supplier's written request.

"Environmental Information Regulations or EIRs"	a) means to conserve energy, water, wood, paper and other resources, reduce waste and phase out the use of ozone depleting substances and minimise the release of greenhouse gases, volatile organic compounds and other substances damaging to health and the environment, including any written environmental policy of the Customer;
"Environmental Policy"	a) means the Environmental Information Regulations 2004 together with any guidance and/or codes of practice issued by the Information Commissioner or relevant government department in relation to such regulations;

ENVIRONMENTAL STANDARDS

The Supplier warrants that it has obtained ISO 14000/14001 certification for its environmental management and shall comply with and maintain such certification requirements.

The Supplier shall comply with relevant obligations under the Waste Electrical and Electronic Equipment Regulations 2006 in compliance with Directive 2002/96/EC and subsequent replacements.

The Supplier shall (when designing, procuring, implementing and delivering the Services) comply with Article 6 and Annex III of the Energy Efficiency Directive 2012/27/EU and subsequent replacements.

The Supplier shall comply with the EU Code of Conduct on Data Centres' Energy Efficiency and any subsequent replacements. The Supplier shall ensure that any data centre used in delivering the Services are registered as a Participant under such Code of Conduct.

The Supplier shall comply with the Authority and HM Government's objectives to reduce waste and meet the aims of the Greening Government: IT Strategy contained in the document "Greening Government: ICT Strategy issue (March 2011)" at <https://www.gov.uk/government/publications/greening-government-ict-strategy>.

ENVIRONMENTAL STANDARDS FOR EQUIPMENT

The Supplier shall ensure compliance of all equipment to all relevant industry and HM Government standards and Good Industry Practice as regards to environmental regulations and standards.

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The Supplier shall comply with The Batteries and Accumulators and Waste Batteries and Accumulators Directive (2006/66/EC) or any subsequent replacement.

The Supplier shall comply with the Eco-design for Energy-related Products Regulations 2010 (SI 2010 No. 2617) or any subsequent replacement, to improve the environmental performance of products throughout the Call Off Contract Period.

The Supplier shall ensure compliance to The Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment (RoHS) Directive (2011/65/EU) or subsequent replacements.

BUYER'S SECURITY POLICY

The supplier shall delivery services in line with the below security policies:



<https://www.gov.uk/government/publications/security-policy-framework>

<https://www.gov.uk/government/publications/cyber-essentials-scheme-overview>

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[Networking and Security Specialist]

[REDACTED]@softcat.com]

[Softcat, Fieldhouse lane, Marlow, SL7 1LW]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

[Account Director]

[REDACTED]@softcat.com]

[Softcat, Fieldhouse lane, Marlow, SL7 1LW]

PROGRESS REPORT FREQUENCY

N/A

PROGRESS MEETING FREQUENCY

N/A

KEY STAFF

N/A

KEY SUBCONTRACTOR(S)

N/A

COMMERCIALLY SENSITIVE INFORMATION

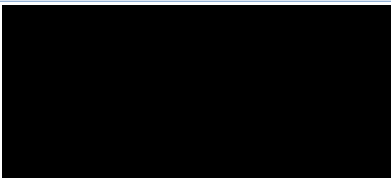
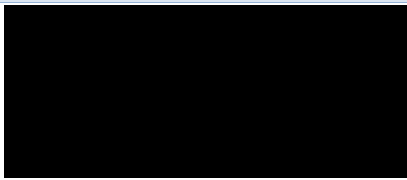
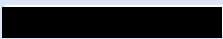
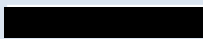
Without prejudice to the Authority's and/or the Customer's obligation to disclose Information in accordance with FOIA or Clause 24.4 (Freedom of Information), the Authority and/or Customer will, in its sole discretion, acting reasonably, seek to apply the relevant exemption set out in the FOIA to the following Information:

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Item(s)	Duration of Confidentiality
Total value of contract	Permitted
Any detail around pricing or commercial models	In perpetuity
Any detail around Softcat facilities, personnel or resources	In perpetuity
Any detail around business processes	In perpetuity
Any detail around business IT systems employed	In perpetuity
Any detail around our named sub-contracting partners	In perpetuity
Any reference to third parties such as clients, vendors and partners	In perpetuity

SERVICE CREDITS**N/A****ADDITIONAL INSURANCES****N/A****GUARANTEE****N/A****SOCIAL VALUE COMMITMENT****N/A**

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:	Networking and Security Specialist	Role:	Assistant Manager Commercial
Date:	02/12/2021	Date:	02/12/2021

