

## Order Form

**Framework agreement reference:** Audio Visual Solutions and Integrated Operating Theatres SBS/18/CR/WCN/9343 Lot 2 – Multi-Disciplinary Team Room and Confe/rencing Facility Room

<b>Date of order</b>	20/09/2022	<b>Order Number</b>	[REDACTED]
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**FROM**

<b>Customer</b>	<b>United Kingdom Health Security Agency "Customer"</b>
<b>Customer's Address</b>	UKHSA, [REDACTED]
<b>Invoice Address</b>	Accounts Payable [REDACTED]
<b>Contact Ref:</b>	<b>Name:</b> <b>Address:</b> <b>Phone:</b> <b>e-mail:</b> <b>Fax:</b> [REDACTED]

**TO**

<b>Supplier</b>	<b>CINOS Ltd "Supplier"</b>
<b>Supplier's Address</b>	[REDACTED]
<b>Account Manager</b>	<b>Name:</b> <b>Phone:</b> <b>e-mail:</b> [REDACTED]

**GUARANTEE**

<b>Guarantee to be provided</b>	<b>No</b>
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Where a guarantee is to be provided then this Contract is conditional upon the provision of a Guarantee to the Customer from the Guarantor in respect of the Supplier. Details of the Guarantor (if any) are set out below:

<b>Parent Company</b>	<b>N/A</b>
<b>Parent Company address</b>	<b>N/A</b>



Account Manager	N/A
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1. TERM
(1.1) Commencement Date
01/10/2022
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(1.2) Expiry Date
The Contract shall expire on 31/03/2023 6 (six) Months after the Commencement Date

2. GOODS AND SERVICES REQUIREMENTS	
Supply and installation of materials in section 3	
Optional Services	
Collection and recycling	N/A
Paper catalogue	N/A
Secure Collection	N/A
[	

**(2.2) Premises**

[Redacted text block containing multiple paragraphs of information under section (2.2) Premises]

**(2.3) Lease/ Licenses**

N/A

**(2.4) Standards**

N/A

**(2.5) Security Requirements**

**Security Policy**

N/A

**Additional Security Requirements**

N/A

**Processing personal data under or in connection with this contract**



NO
(2.6) Exit Plan (where required)
NO
[
(2.7) Environmental Plan
NO

3. SUPPLIER SOLUTION
(3.1) Supplier Solution
Cinos will provide the goods and services at each UKHSA site as outlined in the tables below. Where hardware items are listed as '£0.00' value, these items are already owned by the UKHSA and will be delivered to site upon installation.
<u>Preston Site</u>
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[illegible]

[illegible]

[illegible]

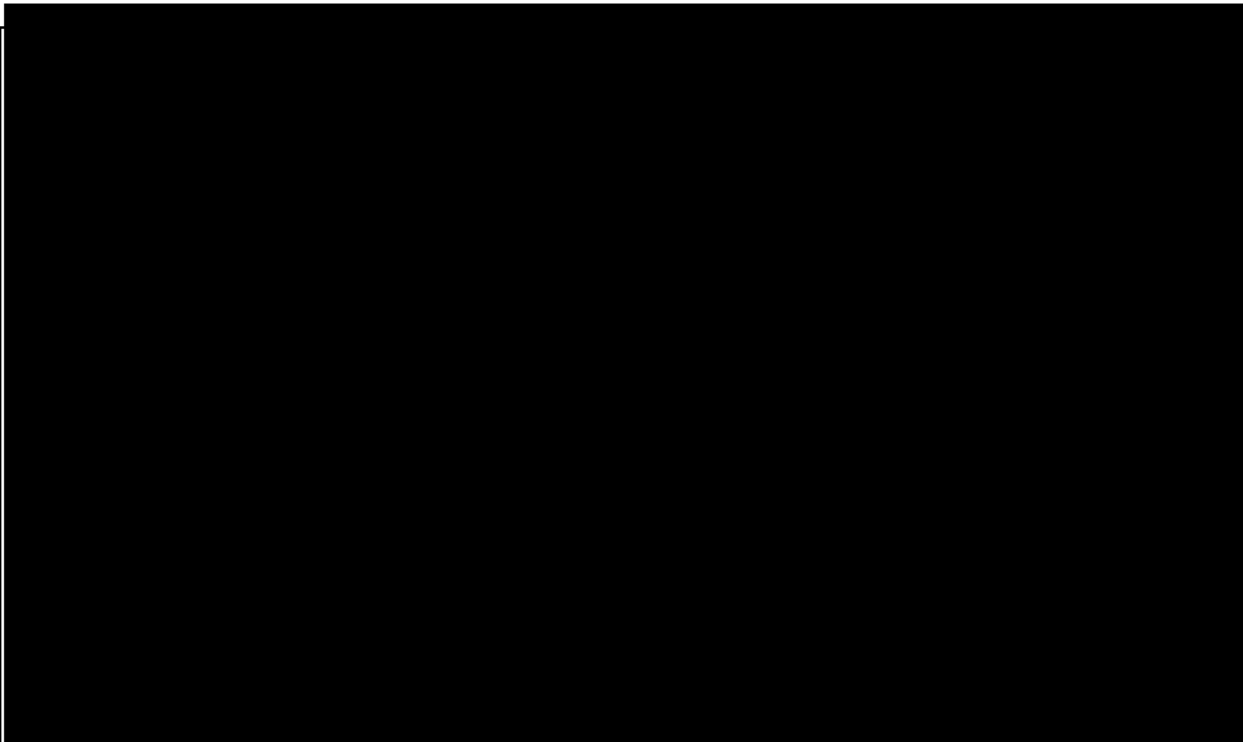


Large Divisible Room System with C60 Conference Phone Audio BOM
[REDACTED]
Rear of Divisible Meeting Room BoM
[REDACTED]
Large and Small Divisible Room Professional Services - Type B
[REDACTED]

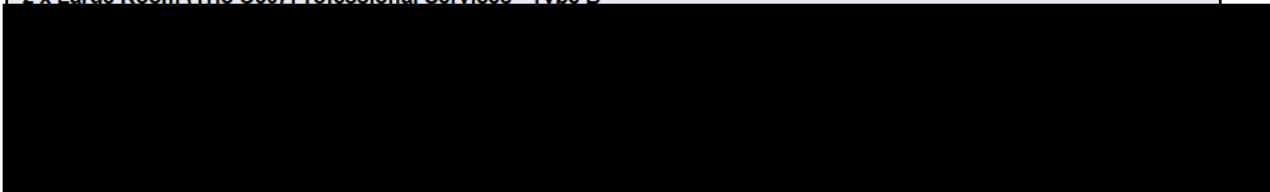


2 x Medium Meeting Room BoM			
2 x Medium Room Professional Services - Type B			
3 x Digital Signage Screens BoM			
Signage Screen Professional Services - Type B			

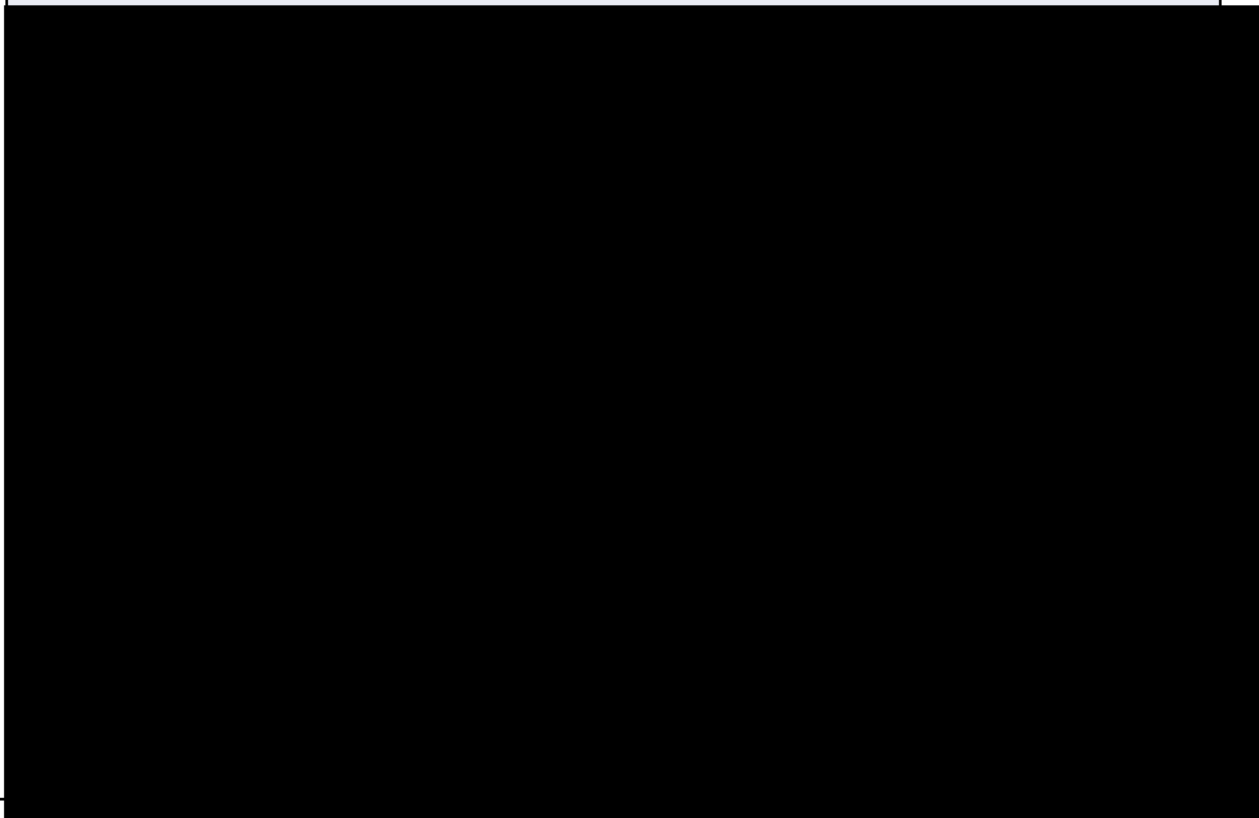
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2 x Large Room (Trio C60) Professional Services - Type B



Large Meeting Room 3 (Ceiling Array) BOM



1 x Large Room (Ceiling Array) Professional Services - Type B			
3 x Matrix Room Booking Panel Works BoM			
Matrix Room Panels Professional Services - Type B			
Minimum Order Value £80,954.00 as per quote			
(3.2) Account structure including Key Personnel			
(3.3) Sub-contractors to be involved in the provision of the Services and/or Goods			
N/A			
(3.4) Outline Security Management Plan			
N/A			
(3.5) Relevant Convictions			
None			
(3.6) Implementation Plan			
N/A			

**4. PERFORMANCE QUALITY****(4.1) Key Performance Indicators**

A/V systems will be signed off by UKHSA upon completion

**(4.2) Service Levels and Service Credits**

When providing the Goods and/or Services, the Supplier shall as a minimum ensure that it achieves the following service levels:

Service Level	Description	Service Credit Calculation	Critical Failure	Service

If the level of performance of the Supplier during the Contract Period:

- (i) fails to achieve a Service Level in respect of each element of the Service, then the Customer shall be entitled to deduct the Service Credits from the Contract Price; and/or
- (ii) constitutes a Critical Service Failure, the Customer shall be entitled to terminate this Contract.

*[Guidance: It is intended that the definition of critical service failure should link to a specified threshold of service level performance. The intention is to provide certainty over what level of service would trigger a termination right. If you wish to include such a concept then the definition above should be populated with relevant thresholds.]*

**5. PRICE AND PAYMENT**

**(5.1) Contract Price payable by the Customer in accordance with the commercial schedule set out in the framework agreement (including applicable discount but excluding VAT), payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS))**

**(5.2) Invoicing and Payment**


The Supplier shall issue invoices in arrears. The Customer shall pay the Supplier within thirty (30) days of receipt of a Valid Invoice, submitted in accordance with this paragraph 5.2, the payment profile set out in paragraph 5.1 above and the provisions of the Contract.

*Invoices to be sent to*

[Redacted]

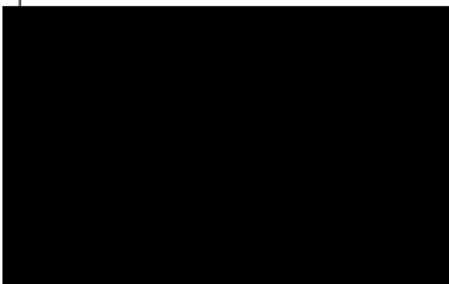
Or

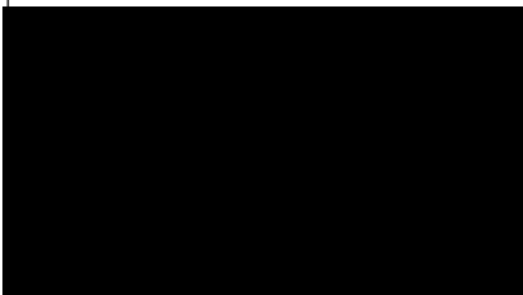
[Redacted]

 All invoices must contain a valid UKHSA purchase order number
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<b>6. SUPPLEMENTAL AND/OR ADDITIONAL CLAUSES</b>
(6.1) Supplemental requirements  N/A

**BY SIGNING AND RETURNING THIS ORDER FORM THE SUPPLIER AGREES** to enter a legally binding contract with the Customer to provide the Goods and/or Services. The Parties hereby acknowledge and agree that they have read the NHS Conditions of Contract for purchase of goods and/or Services and by signing below agree to be bound by the terms of this Contract.

	<b>For and on behalf of the Supplier: Signature Name and Title</b>  Date Signed: 20/09/2022
Date	

	<b>For and on behalf of the Customer: Signature Name and Title</b>  Date Signed: 20/09/22
Date	