

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

### Order Form

CALL-OFF REFERENCE:	<b>C25809</b>
THE BUYER:	<b>The Secretary of State for the Home Department</b>
BUYER ADDRESS	2 Marsham Street, London SW1P 2DF
THE SUPPLIER:	Softcat plc
SUPPLIER ADDRESS:	Solar House, Fieldhouse Lane, Buckinghamshire, SL7 1LW
REGISTRATION NUMBER:	02174990
DUNS NUMBER:	397333253
SID4GOV ID:	02174990

### APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated the date of last signature.

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 2: Hardware and 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:

- 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)
  - Call-Off Schedules:
    - Call-Off Schedule 20 (Call-Off Specification). (For the purposes of this Call-Off Schedule 20 – Call-Off Specification, Annex A (Statement of Requirements), B (Further Competition Questionnaire) and C (Supplier Response) are attached as Annexes to this Order Form where applicable)
- 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**

N/A

**CALL-OFF TERM**

CALL-OFF START DATE: 26 October 2023

CALL-OFF EXPIRY DATE: 25 October 2028

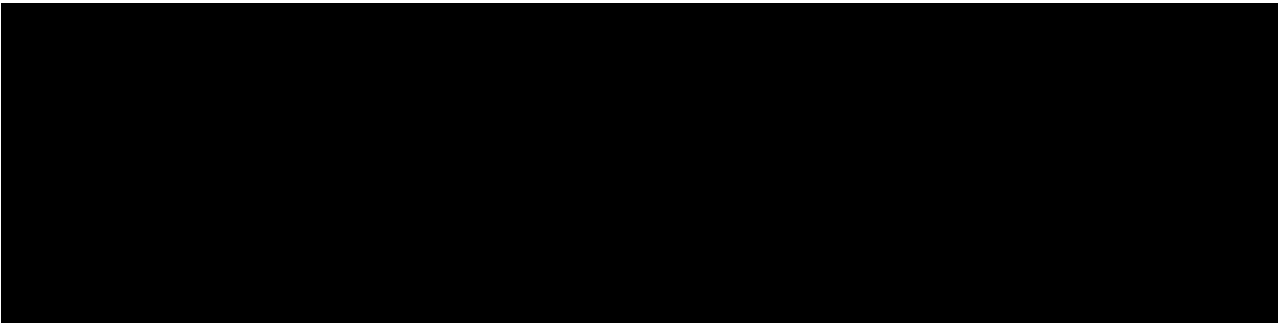
CALL-OFF INITIAL PERIOD: 5 years

CALL-OFF OPTIONAL EXTENSION N/A

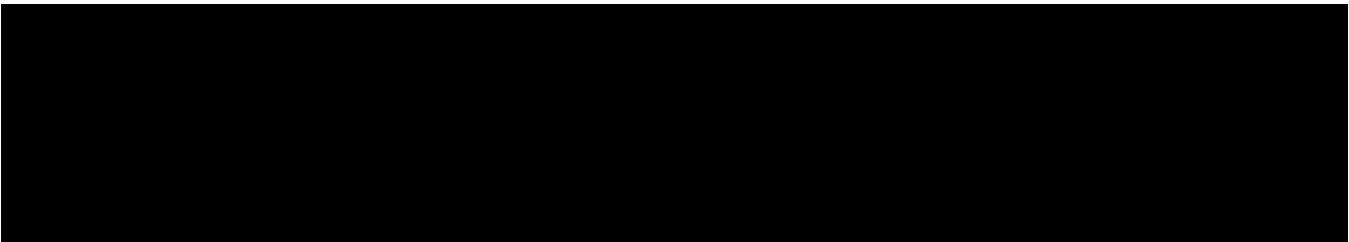
PERIOD

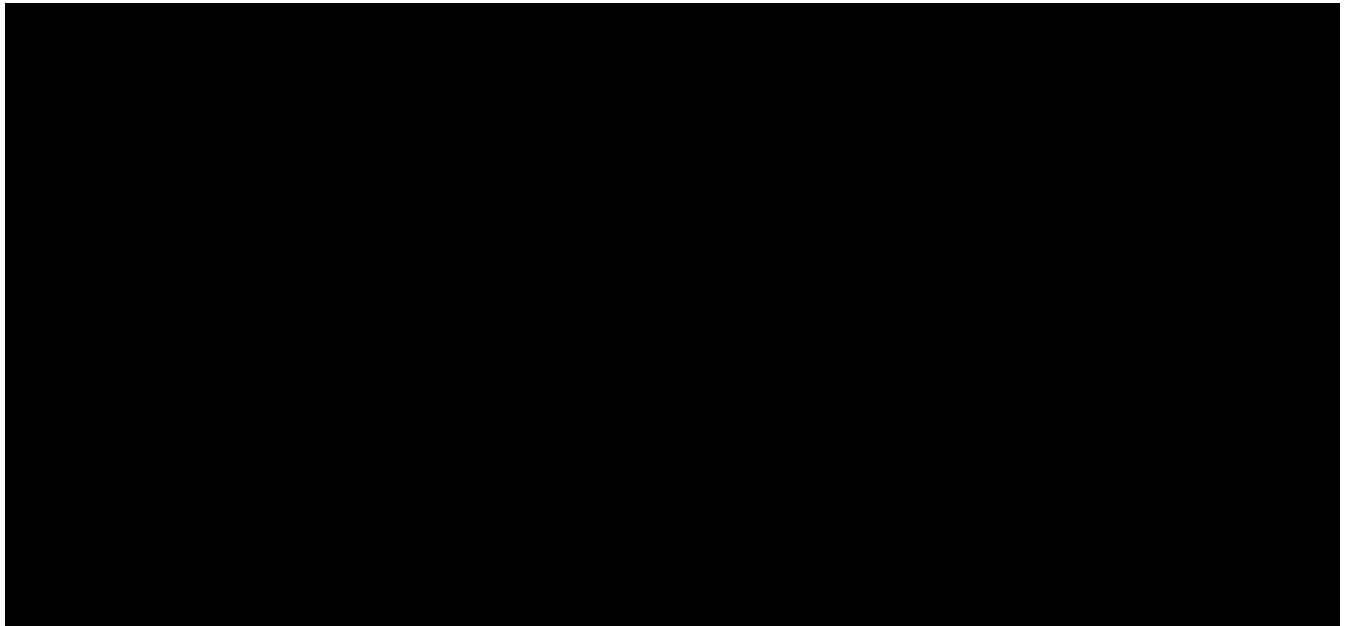
**CALL-OFF DELIVERABLES**

The goods detailed below are to be delivered within 30 days of the contract start date in line with the Supplier bid response.

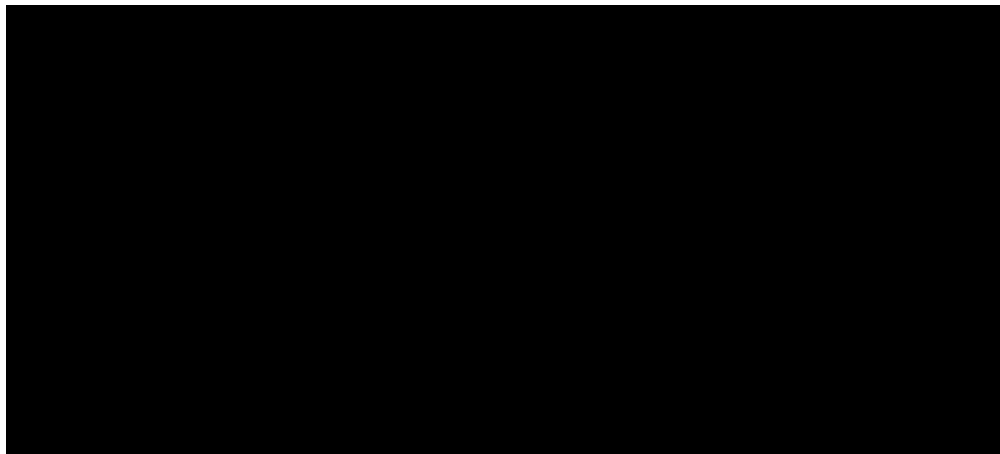


The below table sets out the required hardware:





## **LOCATION FOR DELIVERY**



## **DATES FOR DELIVERY OF THE DELIVERABLES**

Within 30 days of the contract start date in line with the Supplier bid response.

## **TESTING OF DELIVERABLES**

N/A

## **WARRANTY PERIOD**

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be the duration of any guarantee or warranty period the Supplier has received from the third party manufacturer or supplier.

## MAXIMUM LIABILITY

Each Party's total aggregate liability in each Contract Year under this Call-Off Contract (whether in tort, contract or otherwise) is no more than the lower of £5 million or 125% of the Estimated Contract Value.

## CALL-OFF CHARGES

The maximum Call-Off contract value is up to £2,000,000 excl VAT.

The Parties agree that the Call-Off Charges are contingent upon agreement of the Enterprise Agreement (EA) within 30 days of the last date of signature. The Customer purchase of the EA from the Supplier will be to subject to agreement via the Framework Contract Variation Procedure. The licenses have had a 100% discount applied to them

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.

Grand Total			£ 1,984,794.00
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## **REIMBURSABLE EXPENSES**

N/A

## **PAYMENT METHOD**

Invoicing will be as follows:

Suppliers will invoice in a timely manner in accordance with Call-Off Framework Terms and Conditions.

The Supplier shall not include any adjustment to the bid price when invoicing.

The Supplier must state the Contract Reference Number C25720, the Purchase Order (PO) Number on each invoice and invoice descriptions must be aligned with descriptions on PO.

The Supplier shall submit invoices directly to the billing address as per the Buyer's order. The Supplier shall invoice the Buyer for Goods on despatch and for Services as per Supplier's quotation. Payment to be made by BACS payment.

## **BUYER'S INVOICE ADDRESS:**

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

[hosupplierinvoices@homeoffice.gov.uk](mailto: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**

Not applicable for standard supply transactions.

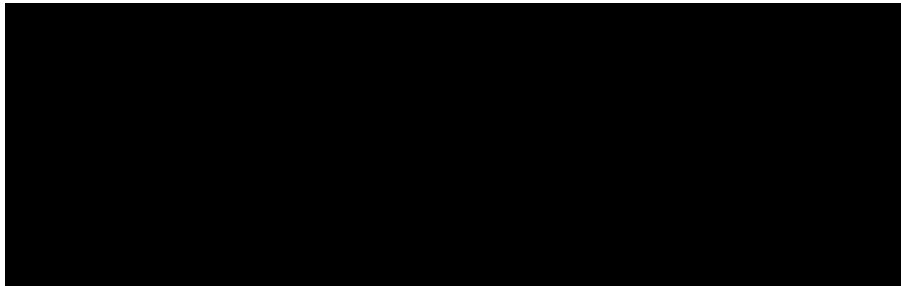
## **BUYER'S ENVIRONMENTAL POLICY**

Not applicable for standard supply transactions.

## **BUYER'S SECURITY POLICY**

Not applicable for standard supply transactions.

## **SUPPLIER'S AUTHORISED REPRESENTATIVE**



## **SUPPLIER'S CONTRACT MANAGER**

N/A

## **PROGRESS REPORT FREQUENCY**

Where applicable on the first Working Day of each calendar month.

## **PROGRESS MEETING FREQUENCY**

Where applicable, Quarterly on the first Working Day of each quarter.

## **KEY STAFF**

Not applicable for standard supply transactions

## **KEY SUBCONTRACTOR(S)**

Not applicable for standard supply transactions

## **COMMERCIALLY SENSITIVE INFORMATION**

Supplier's pricing and/or any Supplier specific solution(s) for the period of the Call-Off Term +2 years

**SERVICE CREDITS**

N/A

**ADDITIONAL INSURANCES**

N/A


**GUARANTEE**

N/A

**SOCIAL VALUE COMMITMENT**

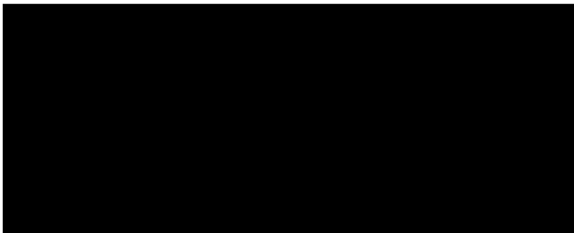
N/A

For and on behalf of the Supplier:



Date: 22/11/2023

For and on behalf of Buyer:



Date: 23<sup>rd</sup> November 2023