



Crown
Commercial
Service

**Technology Products 2 Agreement RM3733
Framework Schedule 4 - Annex 1**

Order Form

Call Off Reference – VAR/LSP for MS Licenses

Department for Work and Pensions – Microsoft Enterprise Subscription Agreement (ESA)

In this Order Form, capitalised expressions shall have the meanings set out in Call Off Schedule 1 (Definitions), Framework Schedule 1 or the relevant Call Off Schedule in which that capitalised expression appears.

The Supplier shall supply the Goods and/or Services specified in this Order Form to the Customer on and subject to the terms of the Call Off Contract for the duration of the Call Off Period.

This Order Form should be used by Customers post running a Further Competition Procedure under the Technology Products 2 Framework Agreement ref. RM3733.

The Call Off Terms, referred to throughout this document, are available from the Crown Commercial Service website at <http://ccs-agreements.cabinetoffice.gov.uk/contracts/rm3733>



Section A General information

This Order Form is issued in accordance with the provisions of the Technology Products 2 Framework Agreement RM3733.

Customer details

Customer organisation name

Department for Work and pensions

Billing address

Your organisation's billing address - please ensure you include a postcode

Customer representative name

The name of your point of contact for this Order

[REDACTED]

Customer representative contact details

Email and telephone contact details for the Customer's representative

Email: [REDACTED]

Supplier details

Supplier name

The Supplier organisation name, as it appears in the Framework Agreement
Softcat PLC

Supplier address

Supplier's registered address

[REDACTED]

Supplier representative name

The name of the Supplier point of contact for this Order

[REDACTED]

Supplier representative contact details

Email and telephone contact details of the supplier's representative

[REDACTED] [REDACTED]

Order reference number

[REDACTED]



Section B Overview of the requirement

Framework Lot under which this Order is being placed

Tick one box below as applicable

- | | |
|---|-------------------------------------|
| 1. HARDWARE | <input type="checkbox"/> |
| 2. SOFTWARE | <input checked="" type="checkbox"/> |
| 3. COMBINED SOFTWARE AND HARDWARE REQUIREMENTS | <input type="checkbox"/> |
| 4. INFORMATION ASSURED PRODUCTS | <input type="checkbox"/> |
| 5. VOLUME HARDWARE REQUIREMENTS (DIRECT FROM OEM) | <input type="checkbox"/> |

Customer project reference

Please provide a project reference, this will be used in management information provided by suppliers to assist CCS with framework management
VAR/LSP for MS Licenses

Call Off Commencement Date

The Call Off Commencement Date is the date on which the Call Off Contract is formed – this should be the date of the last signature on Section E of this Order Form
01/04/2020

Call Off Contract Period (Term)

A period in Months which does not exceed 60 Months (5 years) - leave blank if this is a simple transactional Goods purchase. Where established as an initial and extension period complete the fields below
36 months.

Call Off Initial Period Months
36 months

Call Off Extension Period (Optional) Months
12+12 months.

Specific Standards or compliance requirements

Include any conformance or compliance requirements with which the Goods and/or Services must meet
N/A



Section C Customer Core Goods and/or Services Requirements

Please provide details of all Goods and/or Services required (including any items which are considered business critical) including the locations where the supplier will be required to deliver the service/s Ordered.

Goods and/or Services

ESA&SCE BOM Years 1-3
(subjected to annual true-ups)



[Redacted]

[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]

Optional ESA BOM Years 4 & 5
(subjected to annual true-ups)



[Redacted]

Value Add Services to be provided as part of the deliverables



[Redacted]

Warranty Period, if applicable

Manufacturer warranty

Location/Site(s) for Delivery

N/A

Dates for Delivery of the Goods and/or the Services

01/04/2020

Software List product details under each relevant heading below



Supplier Software

- All related licenses on the N/A

Third Party Software

Include license or link in Call Off Schedule 3

For the avoidance of doubt, all orders are subject to the terms of this Order Form which incorporates the Microsoft Enterprise Subscription Agreement between DWP and Microsoft [REDACTED]

[REDACTED]



[REDACTED]



[REDACTED]

[REDACTED]



[REDACTED]



[REDACTED]

[REDACTED]



[REDACTED]



[REDACTED]

[REDACTED]



[REDACTED]



[REDACTED]

[REDACTED]



[REDACTED]



[REDACTED]

Additional Clauses (see Annex 3 of Framework Schedule 4) Tick as required

Alternative Clauses

Scots Law Or

Northern Ireland Law

Non-Crown Bodies

Non-FOIA Public Bodies

Additional Clauses

Tick one box below as applicable

A: Termed Delivery – Goods

B: Complex Delivery – Solutions (includes Termed Delivery – Goods)

NB Both of the above options require an Implementation Plan which should be appended to this Order Form

Optional Clauses

Tick any applicable boxes below

C: Due Diligence

D: Call Off Guarantee

E: NHS Coding Requirements

F: Continuous Improvement & Benchmarking

G: Customer Premises

H: Customer Property



Items licensed by the Customer to the Supplier (including any Customer Software, Customer Background IPR and Customer Data)

List below
N/A

Call Off Contract Charges payable by the Customer to the Supplier (including any applicable Milestone Payments and/or discount(s), but excluding VAT) and payment terms/profile including method of payment (e.g. Government Procurement Card (GPC) or BACS)

[Click here to enter text.](#)

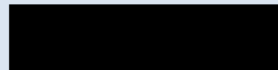
Is a Financed Purchase Agreement being used?

No

If so, append to Call Off Schedule 2 as Annex A

Estimated Year 1 Call Off Contract Charges (£)

For Orders with a defined Call Off Contract Period



Section D Supplier response

Suppliers - use this section to provide any details that may be relevant in the fulfilment of the Customer Order

Commercially Sensitive information

Any information that the Supplier considers sensitive for the duration of an awarded Call Off Contract

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:

Item(s)	Duration of Confidentiality
Total value of contract	Permitted
Any detail around pricing or commercial models	Term plus 3 years
Any detail around Softcat facilities, personnel or resources	Term plus 3 years
Any detail around business processes	Term plus 3 years
Any detail around business IT systems employed	Term plus 3 years
Any detail around our named sub-contracting partners	Term plus 3 years
Any reference to third parties such as clients, vendors and partners	Term plus 3 years

Total contract value (Ex. VAT)

Please provide the total contract value (for the Call Off Initial Period) as detailed in your response to the Customer's statement of requirements

£70,832,968.04



Section E Call Off Contract award

This Call Off Contract is awarded in accordance with the provisions of the Technology Products 2 Framework Agreement RM3733.

The Supplier shall supply the Goods and/or Services specified in this Order Form to the Customer on and subject to the terms of this Order Form and the Call Off Terms (together referred to as “the Call Off Contract”) for the duration of the Call Off Contract Period.

SIGNATURES

For and on behalf of the Supplier

Name	[REDACTED]
Job role/title	[REDACTED]
Signature	[REDACTED]
Date	19/03/2020

For and on behalf of the Customer

Name	[REDACTED]
Job role/title	Deputy Commercial Director
Signature	[REDACTED]
Date	24.03.20