Order Form

Framework agreement reference: SBS / 19 / AB / WAB / 9411

Date of order	31/05/2022	Order Number	**DDaT22268** To be quoted on all correspondence relating to this Order

FROM

Customer	UK Research and Innovation (UKRI) **"Customer"**
Customer's Address	STFC- Science & Technology Facilities Council Science & Technology Facilities Council Polaris House Swindon SN2 1UH
Invoice Address	STFC- Science & Technology Facilities Council Science & Technology Facilities Council Polaris House Swindon SN2 1UH
Contact Ref:	**Name:** [redacted] **Address:** STFC- Science & Technology Facilities Council Science & Technology Facilities Council Polaris House Swindon SN2 1UH **e-mail:** [redacted]

TO

Supplier	**Softcat PLC** **"Supplier"**
Supplier's Address	Fieldhouse Lane SL7 1LW Marlow Buckinghamshire United Kingdom
Account Manager	**Name:** [redacted] **Address:** Fieldhouse Lane SL7 1LW Marlow Buckinghamshire United Kingdom **Phone:** [redacted] **e-mail:** [redacted]

1. TERM
(1.1) Commencement Date The contract shall commence on 12th June 2022
(1.2) Expiry Date The Contract shall expire on 11th June 2023

2. GOODS AND SERVICES REQUIREMENTS
(2.1) Goods and/or Services [redacted]

(2.2) Premises

STFC- Science & Technology Facilities Council
Science & Technology Facilities Council
Polaris House
Swindon
SN2 1UH

(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

N/A

(2.6) Exit Plan (where required)

N/A

(2.7) Environmental Plan

N/A

3. SUPPLIER SOLUTION

(3.1) Supplier Solution

[redacted]

(3.2) Account structure including Key Personnel

Supplier (Softcat PLC)

[redacted]

UK Research and Innovation
[redacted]

(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

N/A

(3.6) Implementation Plan

N/A

4. PERFORMANCE QUALITY

(4.1) Key Performance Indicators

N/A

(4.2) Service Levels and Service Credits

N/A

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.

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))

The total value of this contract will not exceed £12,682.28 excluding VAT

[redacted]

(5.2) Invoicing and Payment

The Supplier shall issue any invoices upfront in advance. 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.

Please ensure that the Purchase Order number is quoted on all invoicing. Invoices to be submitted to: UK Shared Business Services, Polaris House, Swindon, Wiltshire, SN2 1FL. Emails sent to [redacted]

6. SUPPLEMENTAL AND/OR ADDITIONAL CLAUSES
(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.

For and on behalf of the Supplier:

[redacted]

For and on behalf of the Customer:

[redacted]