

PURCHASE ORDER

SC1A PO
(Edn 02/22)

Contract No: 702734451

Contract Name: PURCHASE OF STATION BREATHALYSERS AND MAINTENANCE FOR SOVEREIGN BASE AREA POLICE (SBAP)

Dated: 01 March 2022

Supply the Deliverables described in the Schedule to this Purchase Order, subject to the attached MOD Terms and Conditions for Less Complex Requirements (up to the applicable procurement threshold).

Contractor	Quality Assurance Requirement (Clause 8)
Name: Lion Laboratories Ltd Registered Address: [INFORMATION REDACTED]	Quality Assurance Conditions Refer to Statement of Requirement.
Consignor (if different from Contractor's registered address)	Transport Instructions (Clause 10)
Name: As Above Address: [INFORMATION REDACTED]	To be Delivered by the Contractor. Each consignment of the Deliverables shall be accompanied by a delivery note.
Progress Meetings (Clause 13)	Progress Reports (Clause 13)
The Contractor shall be required to attend the following meetings: Progress meetings are required Annually for this contract; and can be requested by the Authority at any time.	The Contractor is required to submit the following Reports: Progress reports are not required for this contract, however, they can be requested by the Authority. Any reports are to be provided via email.

Payment (Clause 14)
Payment is to be enabled by CP&F.

Forms and Documentation	Supply of Hazardous Deliverables (Clause 9)
<p>Forms can be obtained from the following websites:</p> <p>https://www.aof.mod.uk/aofcontent/tactical/toolkit (Registration is required).</p> <p>https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing</p> <p>https://www.dstan.mod.uk/ (Registration is required).</p> <p>The MOD Forms and Documentation referred to in the Conditions are available free of charge from:</p> <p>Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site Lower Arcott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)</p> <p>Applications via email: Leidos-FormsPublications@teamleidos.mod.uk</p> <p>If you require this document in a different format (i.e. in a larger font) please contact the Authority's Representative (Commercial Officer), detailed below.</p>	<p>A completed DEFFORM 68 and, if applicable, Safety Data Sheet(s) are to be provided by email with attachment(s) in Adobe PDF or MS WORD format to:</p> <p>a. The Commercial Officer detailed in the Purchase Order, and</p> <p>b. DESTech-QSEPEnv-HSISMulti@mod.gov.uk</p> <p>by the following date: 31 March 2022</p> <p>or if only hardcopy is available to the addresses below:</p> <p>Hazardous Stores Information System (HSIS) Defence Safety Authority (DSA) Movement Transport Safety Regulator (MTSR) Hazel Building Level 1, #H019 MOD Abbey Wood (North) Bristol BS34 8QW</p>

Contractor Commercially Sensitive Information (Clause 5). Not to be published.
<p>This list shall be agreed in consultation with the Authority and the Contractor and may be reviewed and amended by agreement. The Authority shall review the list before publication of any information.</p>
<p>Description of Contractor's Sensitive Information: [INFORMATION REDACTED]</p>
<p>Cross reference to location of Sensitive Information: [INFORMATION REDACTED]</p>
<p>Explanation of Sensitivity:</p>

[INFORMATION REDACTED]
Details of potential harm resulting from disclosure: [INFORMATION REDACTED]
Period of Confidence (if Applicable): [INFORMATION REDACTED]
Contact Details for Transparency / Freedom of Information matters: [INFORMATION REDACTED] Name: Position: Address: Telephone Number: E-mail Address:

Offer and Acceptance	
<p>A) The Purchase Order constitutes an offer by the Contractor to supply the Deliverables. This is open for acceptance by the Authority for 120 days from the date of signature. By signing the Purchase Order the Contractor agrees to be bound by the attached Terms and Conditions for Less Complex Requirements (Up to the applicable procurement threshold).</p> <p>Name (Block Capitals): [INFORMATION REDACTED]</p> <p>Position: [INFORMATION REDACTED] For and on behalf of the Contractor</p> <p>Authorised Signatory [INFORMATION REDACTED] Date: 30 March 2022</p>	<p>B) Acceptance</p> <p>Name (Block Capitals): [INFORMATION REDACTED]</p> <p>Position: [INFORMATION REDACTED] For and on behalf of the Authority</p> <p>Authorised Signatory [INFORMATION REDACTED] Date: 04 May 2022</p>
C) Effective Date of Contract: 04 May 2022	

Schedule of Requirements for Contract No: 702734451

Purchase of Station Breathalysers and Maintenance for Sovereign Base Area Police

Contractor Deliverables

Item Number	Specification	Notes to Supplier	Delivery Date	Total Quantity	Firm Price Per Item (£) Ex VAT	Total Price (£) Ex VAT
1	Breathalyser Devices	as per SOR Serial 1. Goods (and including cost of delivery as per SOR Serial 8).	[INFORMATION REDACTED]	3	[INFORMATION REDACTED]	[INFORMATION REDACTED]
2	Training	As per SOR Serial 5. Training	[INFORMATION REDACTED]	1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
3	Consumables for Year 1	As per SOR Serial 6. Consumables	[INFORMATION REDACTED]	1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
4	Year 1. Annual Servicing	As per SOR Serial 3.		1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
5	Year 2. Annual Servicing	As per SOR Serial 3.		1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
6	Year 3. Annual Servicing	As per SOR Serial 3.		1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
7	Year 4. Annual Servicing	As per SOR Serial 3.		1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
8	Year 5. Annual Servicing	As per SOR Serial 3.		1	[INFORMATION REDACTED]	[INFORMATION REDACTED]
9	Consumables	Completion of Annex A to this Schedule of Requirement as per SOR Serial 6. Consumables				
Delivery Date: number of days from Order date. SOR – Statement of Requirement					TOTAL	[INFORMATION REDACTED]

Annex A to Schedule of Requirements for Contract No: 702734451**Spares and Consumables**

Item No	Description of Item	Supplier Code/Ref	Unit of Measure (e.g. Each, Box of 20, Per 100 etc)	Year 1	Year 2	Year 3	Year 4	Year 5
				01 April 2022 – 31 March 2023	01 April 2023 - 31 March 2024	01 April 2024 - 31 March 2025	01 April 2025 - 31 March 2026	01 April 2026 - 31 March 2027
				Price Per Unit £ (ex VAT) Including delivery	Price Per Unit £ (ex VAT) Including delivery	Price Per Unit £ (ex VAT) Including delivery	Price Per Unit £ (ex VAT) Including delivery	Price Per Unit £ (ex VAT) Including delivery
1.	Spit Trap mouthpieces	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]
2.	Printer Rolls	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]	[INFORMATION REDACTED]
3.								
4.								
5.								

The Authority is under no obligation to purchase any spares and consumables under this contract and reserves the right to purchase from any other source. The Authority can order spares and consumables line items within the schedule of requirements on a call-off basis.

STATEMENT OF REQUIREMENT
PURCHASE OF STATION BREATHALYSERS AND MAINTENANCE
FOR SOVEREIGN BASE AREA POLICE

The Sovereign Base Area Police (SBAP) in Cyprus has a requirement for the purchase of three new station breathalyser devices with ongoing support and maintenance. This 5-year contract is to include delivery, online training, 2-year warranty, annual service/maintenance (including calibration), trouble shooting, and the ongoing provision of spares and consumables.

Serial	User Requirement
1. GOODS	<ul style="list-style-type: none"> • The device must conform to OIML R 126 Edition 2012 (E), Evidential breath analyzers standards. • Built-in carry handle for portability. • Sensor Type: Infrared, to eliminate the need for a mechanical chopper in the analytical section by using a digitally controlled pulsed IR source and to deliver the most accurate readings • The breath sample measuring range needs to be between 0.000 to 0.650 gram/210 litres. • The operating temperature range to be between -10 °C to +40 °C • To have minimum 2 hours Battery Life which is something ideal for roadside and evidential checks where no power is available. • The device needs to have as a minimum one USB Port to connect with an external printer. (External printer is out of scope of this requirement). • To have the memory capacity of minimum 128 MB RAM, 512 MB and Flash • Needs to have a built-in Printer i.e., thermal, line printer (480 dots/line), standard paper width and length, easy, self-aligning paper loading, low paper indication and paper out detection. • Must use disposable mouthpieces. • The device`s software must be in line with OIML R 126 Edition 2012 (E), Evidential breath analyzers standards and needs to be designed to give data in micrograms of alcohol in 100 millilitres of breath for all drivers as per SBAA legislation. • The printout must show the test result in micrograms of alcohol per 100 millilitres. • The software must be able to carry out and produce a diagnostic test, Blank checks, internal standard checks, mouthpiece checks on being fitted to the device and finally two evidential breath samples taken from the subject.
2.MAINTENANCE SUPPORT SERVICES	<p>a. The provision of telephone support (help desk) for all fault reporting. Contactable by telephone or e-mail the help desk will provide access to qualified staff that will be able to resolve general operational issues related to the products supplied.</p> <p>b. If the problem cannot be resolved over the phone then either: an on-site repair visit will be requested, and the help</p>

	<p>desk will arrange a suitable date and time with the Designated Officer for an engineer to attend site. The engineer will repair the faulty product to good working order. If the engineer is unable to fully rectify the fault, then a temporary repair, including but not limited to providing a swap unit so as not to lose capability until the device is repaired; or device to be returned to the Contractor for repair and returned within 15 calendar days from receipt of product by the Contractor (shipping to be arranged by contractor and paid for on receipted actual basis).</p> <p>If the goods are found to be faulty during the warranty period, the Supplier shall carry out the repair (including replacement of parts) or replace the device at no cost (costs for travel or shipping will not be paid). If repair is needed outside of the warranty period then the supplier will provide a quote for the cost of repair which shows costs for labour, parts, and travel or shipping.</p> <p>c. Standard Maintenance Services described above will be provided by the Contractor between the hours of 08.00- and 17.00-hours (local Cyprus time) Monday to Friday (excluding bank and other public holidays).</p>
3. ANNUAL SERVICING & CALIBRATION	<ul style="list-style-type: none"> - Scheduled servicing and calibration will take place every 12 months by a suitably qualified person either in person or devices shipped to the supplier and returned back to the Authority within 15 calendar days. A suitably qualified person in this instance is defined as someone that can complete the servicing and calibration to maintain the device's standard, in line with OIML R 126 Edition 2012 (E), Evidential breath analyzers standards. Costs for travel and subsistence or the shipping of device are to be included within the suppliers' price for the annual service. - A certificate of calibration to be submitted by the contractor upon each calibration or service of each device and emailed in the format of PDF. - The Contractor is required to repair any defect or malfunction of the device which is discovered by the Contractor during routine maintenance checks or is reported to the Contractor.
4.QUALITY MANAGEMENT	<p>The device must conform to OIML R 126 Edition 2012 (E), Evidential breath analyzers standard and that the contractor must comply and make sure that the device is maintained to this standard throughout the duration of the contract. A valid copy of the certificate must be provided.</p>
5. TRAINING AND TRAINING AIDS	<p>Training is to be provided to cover, but not limited to, installation and initial set-up, day to day use.</p> <p>Training is to be provided within 15 calendar days of receipt of the devices.</p> <p>The contractor is to provide all training aids and relevant literature.</p> <p>Training is to be delivered online via Microsoft teams.</p>

	<p>Training is to be provided to up to 4 Officers, this is to be 'train the trainer' style to enable these Officers to train colleagues.</p> <p>Training should include the safe disposal of used consumables.</p>
6. CONSUMABLES	<ul style="list-style-type: none"> - Supply of consumables with the initial purchase of goods for all three machines for the first year of contract based on 1000 tests (total). - Suppliers must provide a schedule of pricing for consumables and spares based on 1000 tests (total) per year of the contract. Please note this is a call-off contract and volumes of work are not guaranteed. Estimated quantities are input for guidance and for the purpose of price evaluation. - The price for consumables should include the cost of delivery to the Authority in Cyprus. No delivery costs will be paid for consumables.
7. WARRANTY	<p>a. The warranty length should be minimum two years.</p> <p>b. Warranty period to commence upon receipt and acceptance by the Authority.</p> <p>c. Details of device warranty (including warranty length and which repairs are covered under warranty) to be provided.</p> <p>d. The supplier is responsible for identifying a suitable company to undertake any on island repairs covered under the warranty.</p>
8. DELIVERY	<p>The supplier is responsible for the delivery of goods (Serial 1) and consumables (Serial 6).</p> <p>Goods can be delivered to either A, B or C below and cost of delivery is to be included in the cost of goods (Serial 1).</p> <p>Consumables can be delivered to either A, B or C. Cost of delivery to be included in the cost of consumables as set out in Serial 6 above.</p> <p>A) DELIVERY TO CYPRUS Freight consignments delivered to Cyprus up to either:</p> <ul style="list-style-type: none"> - Airport of Arrival – Larnaca or Paphos - Sea Port of Arrival – Limassol New Port <p>Notify Party information will be provided on contract award if this is the suppliers preferred delivery method.</p> <p>B) DELIVERY WITHIN CYPRUS [INFORMATION REDACTED]</p> <p>C) DELIVERY TO UK Freight consignments delivered to a UK address for onward shipment via BFPO. [INFORMATION REDACTED]</p>

DEFFORM 111

DEFFORM 111

Appendix - Addresses and Other Information

1. Commercial Officer

Name: UK Strat Com Commercial Officer

Address: [INFORMATION REDACTED]

Email: [INFORMATION REDACTED] ☎☎ [INFORMATION REDACTED]

2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

Name: SBA Police Business Support Project Manager

Address [INFORMATION REDACTED]

Email: [INFORMATION REDACTED] ☎☎ [INFORMATION REDACTED]

3. Packaging Design Authority Organisation & point of contact:

Project Manager

(Where no address is shown please contact the Project Team in Box 2)

☎☎

4. (a) Supply / Support Management Branch or Order Manager:

Branch/Name:

☎☎ Project Manager

(b) U.I.N. [INFORMATION REDACTED]

5. Drawings/Specifications are available from Project Manager

6. Intentionally Blank

7. Quality Assurance Representative: Project Manager

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

AQAPS and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.gateway.isg-r.r.mil.uk/index.html> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed].

8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD

☎☎ 44 (0) 161 233 5397

2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD

☎☎ 44 (0) 161 233 5394

9. Consignment Instructions The items are to be consigned as follows: The items are to be consigned as per the Delivery instructions in the Statement of Requirement.

10. Transport. The appropriate Ministry of Defence Transport Offices are:

A. DSCOM, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH

Air Freight Centre

IMPORTS ☎☎ 030 679 81113 / 81114 Fax 0117 913 8943

EXPORTS ☎☎ 030 679 81113 / 81114 Fax 0117 913 8943

Surface Freight Centre

IMPORTS ☎☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

EXPORTS ☎☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

B.JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)

JSCS Fax No. 01869 256837

Users requiring an account to use the MOD Freight Collection Service should contact UKStratCom-DefSp-RAMP@mod.gov.uk in the first instance.

11. The Invoice Paying Authority

Ministry of Defence, DBS Finance, Walker House, Exchange Flags Liverpool, L2 3YL

☎☎ 0151-242-2000 Fax: 0151-242-2809

Website is: <https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>

12. Forms and Documentation are available through *:

Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site, Lower Arncott, Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)

Applications via fax or email: Leidos-FormsPublications@teamleidos.mod.uk

*** NOTE**

1. Many **DEFCONs** and **DEFFORMs** can be obtained from the MOD Internet Site:

<https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>

2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.

Hazardous Articles, Deliverables, Materials or Substances Statement by the Contractor

Contract Number: 702734451

Contract Title: Purchase of station breathalysers and maintenance for the Sovereign Base Area (SBA) Police

Contractor: [INFORMATION REDACTED]

Date of Contract: [INFORMATION REDACTED]

* To the best of our knowledge there are no hazardous Articles, Deliverables, materials or substances to be supplied. ☐

* To the best of our knowledge the hazards associated with Articles, Deliverables, materials or substances to be supplied under the Contract are identified in the Safety Data Sheets (Qty:) attached in accordance with either:

DEFCON 68 ☐ ; or

Condition 9 of Standardised Contract 1A/B Conditions ☒;

Contractor's Signature: [INFORMATION REDACTED]

Name: [INFORMATION REDACTED]

Job Title: [INFORMATION REDACTED]

Date: [INFORMATION REDACTED]

* check box (☒) as appropriate

To be completed by the Authority

DMC:

NATO Stock Number:

Contact Name:

Contact Address:

Contact Phone Number:

Contact Email Address:

Copy to be forwarded to:

Hazardous Stores Information System (HSIS)

Department of Safety & Environment, Quality and Technology (D S & EQT)

Spruce 2C, #1260

MOD Abbey Wood (South)

Bristol, BS34 8JH

Email: DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk



MOD Terms and Conditions for Less Complex Requirements

1 Definitions - In the Contract:

The Authority means the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland, (referred to in this document as "the Authority"), acting as part of the Crown;

Business Day means 09:00 to 17:00 Monday to Friday, excluding public and statutory holidays;

Contract means the agreement concluded between the Authority and the Contractor, including all terms and conditions, associated purchase order, specifications, plans, drawings, schedules and other documentation, expressly made part of the agreement in accordance with Clause 2.c;

Contractor means the person, firm or company specified as such in the purchase order. Where the Contractor is an individual or a partnership, the expression shall include the personal representatives of the individual or of the partners, as the case may be;

Contractor Commercially Sensitive Information means the information listed as such in the purchase order, which is information notified by the Contractor to the Authority, which is acknowledged by the Authority as being commercially sensitive;

Contractor Deliverables means the goods and / or services including packaging (and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract in accordance with the schedule to the purchase order;

Effective Date of Contract means the date stated on the purchase order or, if there is no such date stated, the date upon which both Parties have signed the purchase order;

Firm Price means a price excluding Value Added Tax (VAT) which is not subject to variation;

Government Furnished Assets (GFA) is a generic term for any MOD asset such as equipment, information or resources issued or made available to the Contractor in connection with the Contract by or on behalf of the Authority;

Hazardous Contractor Deliverable means a Contractor Deliverable or a component of a Contractor Deliverable that is itself a hazardous material or substance or that may in the course of its use, maintenance, disposal, or in the event of an accident, release one or more hazardous materials or substances and each material or substance that may be so released;

Issued Property means any item of Government Furnished Assets (GFA), including any materiel issued or otherwise furnished to the Contractor in connection with the Contract by or on behalf of the Authority;

Legislation means in relation to the United Kingdom any Act of Parliament, any subordinate legislation within the meaning of section 21 of the Interpretation Act 1978, any exercise of Royal Prerogative or any enforceable community right within the meaning of Section 2 of the European Communities Act 1972.

Notices means all notices, orders, or other forms of communication required to be given in writing under or in connection with the Contract;

Parties means the Contractor and the Authority, and Party shall be construed accordingly;

Transparency Information means the content of this Contract in its entirety, including from time to time agreed changes to the Contract, and details of any payments made by the Authority to the Contractor under the Contract.

2 General

a. The Contractor shall comply with all applicable Legislation, whether specifically referenced in this Contract or not.

b. Any variation to the Contract shall have no effect unless expressly agreed in writing and signed by both Parties.

c. If there is any inconsistency between these terms and conditions and the purchase order or the documents expressly referred to therein, the conflict shall be resolved according to the following descending order of priority:

- (1) the terms and conditions;
- (2) the purchase order; and
- (3) the documents expressly referred to in the purchase order.

d. Neither Party shall be entitled to assign the Contract (or any part thereof) without the prior written consent of the other Party.

e. Failure or delay by either Party in enforcing or partially enforcing any provision of the Contract shall not be construed as a waiver of its rights or remedies. No waiver in respect of any right or remedy shall operate as a waiver in respect of any other right or remedy.

f. The Parties to the Contract do not intend that any term of the Contract shall be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person that is not a Party to it.

g. The Contract and any non-contractual obligations arising out of or in connection with it shall be governed by and construed in accordance with English Law, and subject to Clause 15 and without prejudice to the dispute resolution procedure set out therein, the Parties submit to the exclusive jurisdiction of the English courts. Other jurisdictions may apply solely for the purpose of giving effect to this Clause 2.g and for enforcement of any judgement, order or award given under English jurisdiction.

3 Application of Conditions

a. The purchase order, these terms and conditions and the specification govern the Contract to the entire exclusion of all other terms and conditions. No other terms or conditions are implied.

b. The Contract constitutes the entire agreement and understanding and supersedes any previous agreement between the Parties relating to the subject matter of the Contract.

4 Disclosure of Information

Disclosure of information under the Contract shall be managed in accordance with DEFCON 531 (SC1).

5 Transparency

a. Subject to Clause 5.b, but notwithstanding Clause 4, the Contractor understands that the Authority may publish the Transparency Information to the general public. The Contractor shall assist and cooperate with the Authority to enable the Authority to publish the Transparency Information.

b. Before publishing the Transparency Information to the general public in accordance with Clause 5.a, the Authority shall redact any information that would be exempt from disclosure if it was the subject of a request for information under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004, including the Contractor Commercially Sensitive Information.

c. The Authority may consult with the Contractor before redacting any information from the Transparency Information in accordance with Clause 5.b. The Contractor acknowledges and accepts that its representations on redactions during consultation may not be determinative and that the decision whether to redact information is a matter in which the Authority shall exercise its own discretion, subject always to the provisions of the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.

d. For the avoidance of doubt, nothing in this Clause 5 shall affect the Contractor's rights at law.

6 Notices

a. A Notice served under the Contract shall be:

- (1) in writing in the English language;
- (2) authenticated by signature or such other method as may be agreed between the Parties;
- (3) sent for the attention of the other Party's representative, and to the address set out in the purchase order;
- (4) marked with the number of the Contract; and
- (5) delivered by hand, prepaid post (or airmail), facsimile transmission or, if agreed in the purchase order, by electronic mail.

b. Notices shall be deemed to have been received:

- (1) if delivered by hand, on the day of delivery if it is the recipient's Business Day and otherwise on the first Business of the recipient immediately following the day of delivery;

- (2) if sent by prepaid post, on the fourth Business Day (or the tenth Business Day in the case of airmail) after the day of posting;
- (3) if sent by facsimile or electronic means:
 - (a) if transmitted between 09:00 and 17:00 hours on a Business Day (recipient's time) on completion of receipt by the sender of verification of the transmission from the receiving instrument; or
 - (b) if transmitted at any other time, at 09:00 on the first Business Day (recipient's time) following the completion of receipt by the sender of verification of transmission from the receiving instrument.

7 Intellectual Property

- a. The Contractor shall as its sole liability keep the Authority fully indemnified against an infringement or alleged infringement of any intellectual property rights or a claim for Crown use of a UK patent or registered design caused by the use, manufacture or supply of the Contractor Deliverables.
- b. The Authority shall promptly notify the Contractor of any infringement claim made against it relating to any Contractor Deliverable and, subject to any statutory obligation requiring the Authority to respond, shall permit the Contractor to have the right, at its sole discretion to assume, defend, settle or otherwise dispose of such claim. The Authority shall give the Contractor such assistance as it may reasonably require to dispose of the claim and will not make any statement which might be prejudicial to the settlement or defence of the claim

8 Supply of Contractor Deliverables and Quality Assurance

- a. This Contract comes into effect on the Effective Date of Contract.
- b. The Contractor shall supply the Contractor Deliverables to the Authority at the Firm Price stated in the Schedule to the purchase order.
- c. The Contractor shall ensure that the Contractor Deliverables:
 - (1) correspond with the specification;
 - (2) are of satisfactory quality (within the meaning of the Sale of Goods Act 1979, as amended) except that fitness for purpose shall be limited to the goods being fit for the particular purpose held out expressly by or made known expressly to the Contractor and in this respect the Authority relies on the Contractor's skill and judgement; and
 - (3) comply with any applicable Quality Assurance Requirements specified in the purchase order.
- d. The Contractor shall apply for and obtain any licences required to import any material required for the performance of the Contract in the UK. The Authority shall provide to the Contractor reasonable assistance with regard to any relevant defence or security matter arising in the application for any such licence.

9 Supply of Data for Hazardous Contractor Deliverables

- a. The Contractor shall establish if the Contractor Deliverables are, or contain, Dangerous Goods as defined in the Regulations set out in this Clause 9. Any that do shall be packaged for UK or worldwide shipment by all modes of transport in accordance with the following unless otherwise specified in the Schedule to the purchase order:
 - (1) the Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO), IATA Dangerous Goods Regulations;
 - (2) the International Maritime Dangerous Goods (IMDG) Code;
 - (3) the Regulations Concerning the International Carriage of Dangerous Goods by Rail (RID); and
 - (4) the European Agreement Concerning the International Carriage of Dangerous Goods by Road (ADR).
- b. Certification markings, incorporating the UN logo, the package code and other prescribed information indicating that the package corresponds to the successfully designed type shall be

marked on the packaging in accordance with the relevant regulation.

c. As soon as possible and in any event within the period specified in the purchase order (or if no such period is specified no later than one month prior to the delivery date), the Contractor shall provide to the Authority's representatives in the manner and format prescribed in the purchase order:

- (1) confirmation as to whether or not to the best of its knowledge any of the Contractor Deliverables are Hazardous Contractor Deliverables; and
- (2) for each Hazardous Contractor Deliverable, a Safety Data Sheet containing the data set out at Clause 9.d, which shall be updated by the Contractor during the period of the Contract if it becomes aware of any new relevant data.

d. Safety Data Sheets if required under Clause 9.c shall be provided in accordance with the extant UK REACH Regulation and any additional information required by the Health and Safety at Work etc. Act 1974 and shall contain:

- (1) information required by the Classification, Labelling and Packaging (GB CLP) Regulation or any replacement thereof; and
- (2) where the Hazardous Contractor Deliverable is, contains or embodies a radioactive substance as defined in the extant Ionising Radiation Regulations, details of the activity, substance and form (including any isotope); and
- (3) where the Hazardous Contractor Deliverable has magnetic properties, details of the magnetic flux density at a defined distance, for the condition in which it is packed.

e. The Contractor shall retain its own copies of the Safety Data Sheets provided to the Authority in accordance with Clause 9.d for 4 years after the end of the Contract and shall make them available to the Authority's representatives on request.

f. Nothing in this Clause 9 reduces or limits any statutory or legal obligation of the Authority or the Contractor.

g. Where delivery is made to the Defence Fulfilment Centre (DFC) and / or other Team Leidos location / building, the Contractor must comply with the Logistic Commodities and Services Transformation (LCST) Supplier Manual.

10 Delivery / Collection

- a. The purchase order shall specify whether the Contractor Deliverables are to be delivered to the consignee by the Contractor or collected from the consignor by the Authority.
- b. Title and risk in the Contractor Deliverables shall pass from the Contractor to the Authority on delivery or on collection in accordance with Clause 10.a.
- c. The Authority shall be deemed to have accepted the Contractor Deliverables within a reasonable time after title and risk has passed to the Authority unless it has rejected the Contractor Deliverables within the same period.

11. Marking of Contractor Deliverables

- a. Each Contractor Deliverable shall be marked in accordance with the requirements specified in the purchase order or if no such requirement is specified, the Contractor shall mark each Contractor Deliverable clearly and indelibly in accordance with the requirements of the relevant DEF-STAN 05-132 as specified in the contract or specification. In the absence of such requirements, the Contractor Deliverables shall be marked with the MOD stock reference, NATO Stock Number (NSN) or alternative reference number shown in the Contract.
- b. Any marking method used shall not have a detrimental effect on the strength, serviceability or corrosion resistance of the Contractor Deliverables.
- c. The marking shall include any serial numbers allocated to the Contractor Deliverable.
- d. Where because of its size or nature it is not possible to mark a Contractor Deliverable with the required particulars, the required information should be included on the package or carton in which the Contractor Deliverable is packed, in accordance with condition 12 (Packaging and Labelling (excluding Contractor Deliverables containing Ammunition or Explosives)).

12 Packaging and Labelling of Contractor Deliverables (Excluding Contractor Deliverables Containing Ammunition or Explosives)

The Contractor shall pack or have packed the Contractor Deliverables in accordance with any requirements specified in the purchase order and Def Stan 81-041 (Part 1 and Part 6).

13 Progress Monitoring, Meetings and Reports

The Contractor shall attend progress meetings and deliver reports at the frequency or times (if any) specified in the purchase order and shall ensure that its Contractor's representatives are suitably qualified to attend such meetings. Any additional meetings reasonably required shall be at no cost to the Authority.

14 Payment

a. Payment for Contractor Deliverables will be made by electronic transfer and prior to submitting any claims for payment under clause 14b the Contractor will be required to register their details (Supplier on-boarding) on the Contracting, Purchasing and Finance (CP&F) electronic procurement tool.

b. Where the Contractor submits an invoice to the Authority in accordance with clause 14a, the Authority will consider and verify that invoice in a timely fashion.

c. The Authority shall pay the Contractor any sums due under such an invoice no later than a period of 30 days from the date on which the Authority has determined that the invoice is valid and undisputed.

d. Where the Authority fails to comply with clause 14b and there is undue delay in considering and verifying the invoice, the invoice shall be regarded as valid and undisputed for the purpose of clause 14c after a reasonable time has passed.

e. The approval for payment of a valid and undisputed invoice by the Authority shall not be construed as acceptance by the Authority of the performance of the Contractor's obligations nor as a waiver of its rights and remedies under this Contract.

f. Without prejudice to any other right or remedy, the Authority reserves the right to set off any amount owing at any time from the Contractor to the Authority against any amount payable by the Authority to the Contractor under the Contract or under any other contract with the Authority, or with any other Government Department.

15 Dispute Resolution

a. The Parties will attempt in good faith to resolve any dispute or claim arising out of or relating to the Contract through negotiations between the respective representatives of the Parties having authority to settle the matter, which attempts may include the use of any alternative dispute resolution procedure on which the Parties may agree.

b. In the event that the dispute or claim is not resolved pursuant to Clause 15.a the dispute shall be referred to arbitration and shall be governed by the Arbitration Act 1996. For the purposes of the arbitration, the arbitrator shall have the power to make provisional awards pursuant to Section 39 of the Arbitration Act 1996.

c. For the avoidance of doubt it is agreed between the Parties that the arbitration process and anything said, done or produced in or in relation to the arbitration process (including any awards) shall be confidential as between the Parties, except as may be lawfully required in judicial proceedings relating to the arbitration or otherwise. No report relating to anything said, done or produced in or in relation to the arbitration process may be made beyond the tribunal, the Parties, their legal representatives and any person necessary to the conduct of the proceedings, without the concurrence of all the Parties to the arbitration.

16 Termination for Corrupt Gifts

The Authority may terminate the Contract with immediate effect, without compensation, by giving written notice to the Contractor at any time after any of the following events:

a. where the Authority becomes aware that the Contractor, its employees, agents or any sub-contractor (or anyone acting on its behalf or any of its or their employees):

(1) has offered, promised or given to any Crown servant any gift or financial or other advantage of any kind as an inducement or reward;

(2) commits or has committed any prohibited act or any offence under the Bribery Act 2010 with or without the knowledge or authority of the Contractor in relation to this Contract or any other contract with the Crown;

(3) has entered into this or any other contract with the Crown in connection with which commission has been paid or has been agreed to be paid by it or on its behalf, or to its knowledge, unless before the contract is made particulars of any such commission and of the terms and conditions of any such agreement for the payment thereof have been disclosed in writing to the Authority.

b. In exercising its rights or remedies to terminate the Contract under Clause 16.a. the Authority shall:

(1) act in a reasonable and proportionate manner having regard to such matters as the gravity of, and the identity of the person committing the prohibited act;

(2) give due consideration, where appropriate, to action other than termination of the Contract, including (without being limited to):

(a) requiring the Contractor to procure the termination of a subcontract where the prohibited act is that of a Subcontractor or anyone acting on its or their behalf;

(b) requiring the Contractor to procure the dismissal of an employee (whether its own or that of a Subcontractor or anyone acting on its behalf) where the prohibited act is that of such employee.

c. Where the Contract has been terminated under Clause 16.a. the Authority shall be entitled to purchase substitute Contractor Deliverables from elsewhere and recover from the Contractor any costs and expenses incurred by the Authority in obtaining the Contractor Deliverables in substitution from another supplier.

17 Material Breach

In addition to any other rights and remedies, the Authority shall have the right to terminate the Contract (in whole or in part) with immediate effect by giving written notice to the Contractor where the Contractor is in material breach of its obligations under the Contract. Where the Authority has terminated the Contract under Clause 17 the Authority shall have the right to claim such damages as may have been sustained as a result of the Contractor's material breach of the Contract.

18 Insolvency

The Authority shall have the right to terminate the contract if the Contractor is declared bankrupt or goes into liquidation or administration. This is without prejudice to any other rights or remedies under this Contract.

19 Limitation of Contractor's Liability

a. Subject to Clause 19.b the Contractor's liability to the Authority in connection with this Contract shall be limited to £5m (five million pounds).

b. Nothing in this Contract shall operate to limit or exclude the Contractor's liability:

(1) for:

a. any liquidated damages (to the extent expressly provided for under this Contract);

b. any amount(s) which the Authority is entitled to claim, retain or withhold in relation to the Contractor's failure to perform or under-perform its obligations under this Contract, including service credits or other deductions (to the extent expressly provided for under this Contract);

c. any interest payable in relation to the late payment of any sum due and payable by the Contractor to the Authority under this Contract;

d. any amount payable by the Contractor to the Authority in relation to TUPE or pensions to the extent expressly provided for under this Contract;

- (2) under Condition 7 of the Contract (Intellectual Property), and DEFCONs 91 or 638 (SC1) where specified in the contract;
- (3) for death or personal injury caused by the Contractor's negligence or the negligence of any of its personnel, agents, consultants or sub-contractors;
- (4) for fraud, fraudulent misrepresentation, wilful misconduct or negligence;
- (5) in relation to the termination of this Contract on the basis of abandonment by the Contractor;
- (6) for breach of the terms implied by Section 2 of the Supply of Goods and Services Act 1982; or
- (7) for any other liability which cannot be limited or excluded under general (including statute and common) law.

c. The rights of the Authority under this Contract are in addition to, and not exclusive of, any rights or remedies provided by general (including statute and common) law.

20 The project specific DEFCONs and DEFCON SC variants that apply to this Contract are:

DEFCON 503 (SC1)

DEFCON 503 (SC1) (Edn. 07/21) - Formal Amendments To Contract

DEFCON 531 (SC1)

DEFCON 531 (SC1) (Edn. 09/21) - Disclosure of Information

DEFCON 534

DEFCON 534 (Edn. 06/21) - Subcontracting and Prompt Payment

DEFCON 537

DEFCON 537 (Edn. 12/21) - Rights of Third Parties

DEFCON 538

DEFCON 538 (Edn. 06/02) - Severability

DEFCON 566

DEFCON 566 (Edn. 10/20) - Change of Control of Contractor

DEFCON 076 (SC1)

DEFCON 076 (SC1) (Edn. 06/21) - Contractor's Personnel at Government Establishments

DEFCON 624 (SC1)

DEFCON 624 (SC1) (Edn. 12/16) - Use of Asbestos

DEFCON 627 (SC1)

DEFCON 627 (Edn. 11/21) - Quality Assurance - Requirement for a Certificate of Conformity

DEFCON 646

DEFCON 646 (Edn. 10/98) - Law and Jurisdiction (Foreign Suppliers)

DEFCON 524A (SC1)

DEFCON 524A (SC1) (Edn. 08/20) – Counterfeit Materiel

DEFCON 532A (SC1)

DEFCON 532A (SC1) (Edn. 08/20) – Protection of Personal Data (Where Personal Data is not being processed on behalf of the Authority)

DEFCON 658 (SC1)

DEFCON 658 (SC1) (Edn. 09/21) - Cyber
DEFCON 658 - Cyber Risk Profile – Not Applicable
Note: Further to DEFCON 658 the Cyber Risk Profile of the Contract is 'Not Applicable', as defined in Def Stan 05-138.

21 The special conditions that apply to this Contract are:

VAT

British Forces Cyprus (including the Sovereign Base Area Police) are exempt from payment of VAT on goods or services received in Cyprus for their official use. All prices quoted are Zero rated.

Applicability of UK Legislation

Where this document makes reference to UK legislation and the legislation does not apply in the Sovereign Base Areas, the Contractor shall take it as meaning that they are contracted to operate as if the standards quoted do apply. This is subject to Contractor's personnel complying with the local laws. It is the responsibility of the Contractor to ensure that the activities under the Contract do not breach any local laws. The Contractor is to indemnify the Authority against any liability cause by the activities of the Contractor's personnel breaching local laws.

Contractors Personnel

All employees of the Contract and/or any sub-contractor engaged in connection with the Contractor's performance of its obligation under the Contract shall be appropriately qualified and competent to perform the activities in which they are engaged and shall be in all respect acceptable to the Authority. If the Authority shall consider any employee to be unacceptable then the Authority will call a meeting within three (3) days of any notification relating to the Contractors employees, to be held at the Authority's premises with senior representation from the Contractor. Following this meeting the Contractor shall immediately take such action as agreed to resolve the issues and notify the Authority of the outcome as necessary. The contractor shall ensure that there shall be no conflict for the employees between the demands of this Contract and the demands of any other Contract in which these employees may be engaged on from time to time. The Contractor shall be responsible for the observance by himself, his employees and sub-contractors, of all safety precautions necessary for the protection of himself, his employees, sub-contractors and any other persons including all precautions required to be taken by or under any Act of Parliament including regulation or bye-law of any local or other authority. He shall operate fully with the Authority to ensure the proper discharge of these duties.

Purchase of Spares and Consumables

Costs have been requested for both the supply of spares and consumables under the contract. The Authority is under no obligation to purchase any spares and consumables under this contract and reserves the right to purchase from any other source. The Authority can order spares and consumable line items within the schedule of requirements on a call-off basis.

22 The processes that apply to this Contract are:

Tasking Process

To order spares and consumables under this Contract spares and consumables are to be ordered by means of a Task Approval Form (TAF). The task approval form is designed to be circulated by e-mail. On receipt of the TAF the supplier must complete their section (Part B) and return it to the Authority Project Manager within 2 working days.
Part A. To be completed by the Authority's Project Manager/Designated Officer
Part B. To be completed by the Supplier

Schedule 1 – Additional Definitions of Contract General Conditions

Third Party IPR Authorisation

AUTHORISATION BY THE CROWN FOR USE OF THIRD-PARTY INTELLECTUAL PROPERTY RIGHTS

Notwithstanding any other provisions of the Contract and for the avoidance of doubt, award of the Contract by the Authority and placement of any contract task under it does not constitute an

authorisation by the Crown under Sections 55 and 56 of the Patents Act 1977 or Section 12 of the Registered Designs Act 1949. The Contractor acknowledges that any such authorisation by the Authority under its statutory powers must be expressly provided in writing, with reference to the acts authorised and the specific intellectual property involved.

Payment Terms

Payment shall be made in arrears following delivery, inspection and acceptance of goods and consumables in line with the Statement of Requirements. Payment for maintenance and

calibration services will be made in arrears following completion and return of equipment to the Authority.

Quality Assurance Conditions

No Specific QMS

No Specific Quality Management System requirements are defined. This does not relieve the Supplier of providing conforming Products under this Contract.

Certificates of Conformity shall be provided in accordance with DEFCON 627.



TASK APPROVAL FORM FOR THE ORDER OF CONSUMABLES AND SPARES

"Keeping Our Communities Safe"

CONTRACT: 702734451 – BFCCB/1506

Purchase of Station Breathalysers and Maintenance for Sovereign Base Area Police

PART A

To be completed by the Authority's Project Manager/Designated Officer

Date:	Requested by:			
Item Name	Item Code	Quantity	Item Price*	Total
*Refer to Annex A to Schedule of Requirements for fixed prices over the life of the contract. Delivery costs are not applicable (costs are incorporated into item costs).			Order Total	

PART B

To be completed by the Supplier

The Supplier is required to deliver the requested items to the following UK address, including the Cyprus delivery address. If any of the items are classed as hazardous refer to section 9 of the Standardised Contracting Terms.

The Supplier is to sign and return this form by email within two working days to acknowledge the request and advise lead times for the items/expected delivery date to the UK address.

<u>UK Address</u> [INFORMATION REDACTED]	<u>Cyprus Address</u> [INFORMATION REDACTED]	Supplier Signature: Name: Date:
--	--	--