



Crown  
Commercial  
Service

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

## **Order Form**

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

Crown Prosecution Service

#### Billing address

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

Crown Prosecution Service, [REDACTED]

#### Customer representative name

The name of your point of contact for this Order

[REDACTED] Senior Procurement Manager

#### Customer representative contact details

Email and telephone contact details for the Customer's representative

[REDACTED]@cps.gov.uk

### Supplier details

#### Supplier name

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

Softcat Plc

#### Supplier address

Supplier's registered address

Solar House, Fieldhouse Lane, Marlow, Buckinghamshire, SL7 1LW

#### Supplier representative name

The name of the Supplier point of contact for this Order

#### Supplier representative contact details

Email and telephone contact details of the supplier's representative

#### Order reference number

A unique number provided by the supplier at the time of quote

PR 86 2018



## 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

PR 86 2018

### 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

14/01/2019

### Call Off Contract Period (Term)

Three (3) years

**Call Off Initial Period** Months

36 months

**Call Off Extension Period (Optional)** Months

N/A

### Specific Standards or compliance requirements

As set out within the further competition document

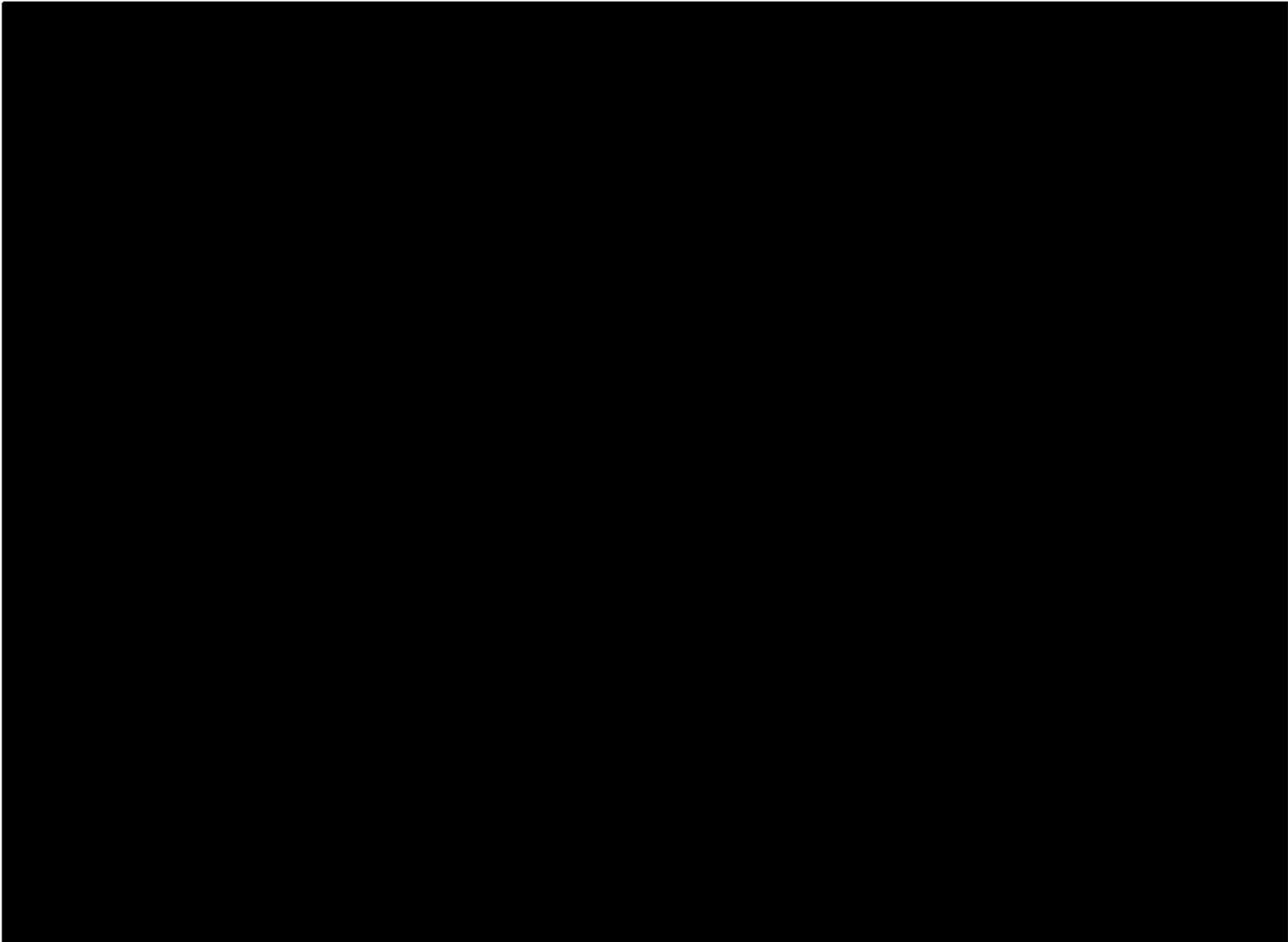


## Section C Customer Core Goods and/or Services Requirements

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**

*To include where relevant Packing/Packaging*



**Warranty Period, if applicable**  
**Manufacturer warranty and support to apply**

### **Location/Site(s) for Delivery**

Crown Prosecution Service; 



**Dates for Delivery of the Goods and/or the Services**

14/01/2019

**Software** List product details under each relevant heading below

**Supplier Software**

As per appendix C

**Third Party Software**

To be provided by the Supplier on receipt of quote

**Maintenance Agreement**

N/A

**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

I: MOD Additional Clauses

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

N/A - There are no licenced Customer Software, Customer Background IPR and Customer Data

**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)**

Single Purchase Order provided for all the quantities. Payment is to be made in three instalments, annually in advance. The Supplier to invoice for all items provided using the Customer's Purchase to Pay online system. Details of how to register will be provided by the Customer to the Supplier.

**Is a Financed Purchase Agreement being used?**

NO



**Estimated Year 1 Call Off Contract Charges (£)** [REDACTED]

## 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

N/A

### **Total contract value**

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

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£363,018.92

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Refer to Appendix C – Question 5 for product details and charges

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## 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	
Job role/title	
Signature	
Date	

#### For and on behalf of the Customer

Name	
Job role/title	
Signature	
Date	