



**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 Department for Education
Billing address REDACTED
Customer representative name REDACTED
Customer representative contact details REDACTED
Supplier details
Supplier name Comparex UK Ltd
Supplier address REDACTED
Supplier representative name REDACTED
Supplier representative contact details 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

CCTS19A09

Call Off Commencement Date

31/03/2019

Call Off Contract Period (Term)

One (1) year, to commence 31st March 2019 and expire 30th March 2020

Specific Standards or compliance requirements.

The specification for this requirement is outlined within the Appendix B – Statement of Requirements. The Customer’s populated Schedule 5 in line with GDPR can be found under Annex A - Call-Off Schedule 5 Schedule of Processing, Personal Data and Data Subjects. By signing this Contract the Supplier has accepted the Customer’s completed Annex 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

The Requirement

- Comparex UK Ltd priced for the renewal of Alfresco One licenses. The renewal period is for one (1) year commencing on the 31st March 2019 and expiring 30th March 2020, with no option to extend beyond this period.
 - The prices submitted were for the following part numbers and license descriptions supplied in Section 6 – The Requirement.
 - No equivalent or alternative products are accepted.

Part Number	License	Renewal dates	Quantity
ENT-BASE	Alfresco One – Enterprise Base License (2 Prod, 2 Test CPUs)	31 st March 2019 – 30 th March 2020	1
ENT-APROD-CPU	Alfresco One – Enterprise Additional Production CPU	31 st March 2019 – 30 th March 2020	4
ENT-RM-LGCY	Alfresco One Enterprise – Records Management Subscription	31 st March 2019 – 30 th March 2020	1
ENT-RM-ADD2013	Alfresco Records Management – Additional CPU	31 st March 2019 – 30 th March 2020	1
ENT-SOLR	Alfresco One Enterprise – Index Server	31 st March 2019 – 30 th March 2020	2
ENT-TRANS	Alfresco One Enterprise – Doc Transformation Server	31 st March 2019 – 30 th March 2020	1

- Comparex UK Ltd must ensure that the transition into the new contract has no impact on the operational business of the authority.

Key Milestones and Deliverables

- Comparex UK Ltd will meet Contract milestones/deliverables shall apply:

Milestone/Deliverable	Description	Timeframe or Delivery Date
1	License renewal in-place. This must be done to be able to meet the renewal date.	License renewal date 31st March 2019



SERVICE LEVELS AND PERFORMANCE

The Department for Education will measure the quality of the Comparex UK Ltd's delivery by:

KPI/SLA	Service Area	KPI/SLA description	Target
1	Delivery timescales	The license must be renewed in a timescale that allows the renewed license to be in-place by 31st March 2019	100%

Where they fails this KPI, the Department for Education will, in the first instance, seek a mutually agreeable resolution with the supplier in line with the terms and conditions of the Framework. However, if this is not possible, the Department for Education reserves the right to cancel the agreement and seek alternative supply from the next ranked potential provider identified during the procurement event.

Warranty Period, if applicable
Not Applicable

Location/Site(s) for Delivery
REDACTED

Dates for Delivery of the Goods and/or the Services
31/03/2019

Software

Supplier Software

Not Applicable

Third Party Software

Not Applicable

Maintenance Agreement

Not Applicable

Additional Clauses (see Annex 3 of Framework Schedule 4)

Alternative Clauses

Additional Clauses

Optional Clauses

Scots Law
Or

A: Termed Delivery – Goods

C: Due Diligence

Northern Ireland Law

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

D: Call Off Guarantee

Non-Crown Bodies

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

E: NHS Coding
Requirements

Non-FOIA Public
Bodies

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)

Not Applicable.

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)

£185,714.30 (ex.VAT)

Is a Financed Purchase Agreement being used?

Estimated Year 1 Call Off Contract Charges (£) £185,714.30 (ex.VAT)

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

Not Applicable.

Total contract value

£185,714.30 (ex.VAT)



Crown
Commercial
Service

REDACTED



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	REDACTED

For and on behalf of the Customer

Name	REDACTED
Job role/title	REDACTED
Signature	REDACTED
Date	REDACTED



CALL-OFF SCHEDULE 5	
Description	Details
Subject matter of the processing	REDACTED
Duration of the processing	REDACTED
Nature and purposes of the processing	REDACTED
Type of Personal Data	REDACTED
Categories of Data Subject	REDACTED
Plan for return or destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	REDACTED