

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: CPD4121248

THE BUYER: Ministry of Housing, Communities and Local Government (MHCLG)

BUYER ADDRESS Fry Building, 2 Marsham Street, London SW1P 4DF

THE SUPPLIER: XMA LTD

SUPPLIER ADDRESS: WILFORD INDUSTRIAL ESTATE RUDDINGTON LANE WILFORD NOTTINGHAM NG11 7EP

REGISTRATION NUMBER: 2051703

DUNS NUMBER: 29 818 4148

SID4GOV ID: Not applicable

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 25 March 2021.

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

CALL-OFF LOT(S):

- Lot 2 Hardware & Associated Services

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) RM6068

3. The following Schedules in equal order of precedence:

- Joint Schedules for RM6068
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Call-Off Schedules for **CPD4121248** Call-Off reference number]
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 20 (Call-Off Specification)
4. CCS Core Terms (version 3.0.6)
5. Joint Schedule 5 (Corporate Social Responsibility) RM6068
6. Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

None.

CALL-OFF START DATE: **25 March 2021**

CALL-OFF EXPIRY DATE: **24 September 2021**

CALL-OFF INITIAL PERIOD: **6 months**

CALL-OFF OPTIONAL EXTENSION PERIOD **3 months**

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification)

LOCATION FOR DELIVERY

The goods will be securely stored by the supplier until completion of the phased delivery, estimated June 2021. Onward delivery to MHCLG, Fry Building, 2 Marsham Street, London SW1P 4DF will be made in 4 batches of quantity 5 Surface Hubs/stands. The delivery dates will be between 1 April 2021 and 1 June 2021 and will be spread over the period to allow time for each batch to be built on site by MHCLG before the next batch is delivered. Exact dates to be agreed between the supplier and MHCLG.

DATES FOR DELIVERY OF THE DELIVERABLES

Onward delivery will be made in 4 batches of quantity 5 Surface Hubs/stands. The delivery dates will be between 1 April 2021 and 1 June 2021 and will be spread over the period to allow time for each batch to be built on site by MHCLG before the next batch is delivered. Exact dates to be agreed between the supplier and MHCLG.

TESTING OF DELIVERABLES

None

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be Manufacturer standard terms.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£165,506.60 excluding VAT** (Estimated Charges in the first 12 months of the Contract.)

CALL-OFF CHARGES

Option A: **£165,506.60 excluding VAT** the Charges for the Deliverables. Full details in Schedule 5 (Pricing Details)

The total value for this contract will be £165,506.60 excluding VAT for the supply delivery and storage of quantity 20 x 50" Surface Hub (NSG-00002), 20 x 3 year extended warranty QDT-00010 and 20 x Vision stands VFM-F10/WH.

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

REIMBURSABLE EXPENSES

None.

PAYMENT METHOD

Invoice/BACS

BUYER'S INVOICE ADDRESS:

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

BUYER'S ENVIRONMENTAL POLICY
NA

BUYER'S SECURITY POLICY
NA

SUPPLIER'S AUTHORISED REPRESENTATIVE
REDACTED

SUPPLIER'S CONTRACT MANAGER
REDACTED

PROGRESS REPORT FREQUENCY
NA

PROGRESS MEETING FREQUENCY
NA

KEY STAFF
REDACTED

KEY SUBCONTRACTOR(S)
NA

COMMERCIALLY SENSITIVE INFORMATION
Supplier information containing pricing, processes and sensitive personnel information

SERVICE CREDITS
NA

ADDITIONAL INSURANCES
NA

GUARANTEE
NA

SOCIAL VALUE COMMITMENT
Not applicable

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	