

**Appendix 1**

**National Microbiology Framework Agreement  
Order Form**

**FROM**

<b>Authority:</b>	The Secretary of State for Health and Social Care as part of the Crown acting through the UK Health Security Agency 10 South Colonnade, London, E14 4PU (the “ <b>Authority</b> ”).
<b>Invoice address:</b>	All invoices must be sent, quoting a valid purchase order number (PO Number), to: <a href="mailto:payables@ukhsa.gov.uk">payables@ukhsa.gov.uk</a>  UKHSA Billing Address: Accounts Payable. UK Health Security Agency, Manor Farm Road, Porton Down, Salisbury, SP4 0JG  UKHSA VAT No: GB888851648
<b>Contract Manager:</b>	[REDACTED]
<b>Secondary Contact: eg. business operational contact, project manager</b>	[REDACTED]
<b>Procurement lead</b>	[REDACTED]
<b>Name and address for notices:</b>	Name: [REDACTED] Address: UK Health Security Agency of 10 South Colonnade, London E14 4PU
<b>Internal reference (if applicable):</b>	To be quoted on all correspondence relating to this Order Form: C418261

**TO**

<b>Supplier:</b>	Hamilton Sales & Service UK Limited  Unit 1 Forge Mills Park Station Road, Coleshill, Birmingham, England, B46 1JH
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National Microbiology Framework Schedule 7 - Ordering Procedure, Award Criteria and Order Form

	Companies House Registration Number: 02188200
<b>Contract Manager:</b>	[REDACTED]
<b>Secondary Contact:</b>	[REDACTED]
<b>Account Manager:</b>	[REDACTED]
<b>Name and address for notices:</b>	[REDACTED] Address: Unit 1 Forge Mills Park Station Road, Coleshill, Birmingham, England, B46 1JH

**Applicable terms and conditions**

The following terms and conditions are applicable to the Contract for this Order:

<b>Appendix A</b>	Call-off Terms and Conditions for the Supply of Goods and the Provision of Services	<b>Applicable to this Contract</b>	
<b>Appendix B</b>	Optional Additional Call-off Terms and Conditions for Installation and Commissioning Services	<input checked="" type="checkbox"/> (only applicable if this box is checked)	
<b>Appendix C</b>	Optional Additional Call-off Terms and Conditions for Maintenance Services	<input type="checkbox"/> (only applicable if this box is checked)	
<b>Appendix D</b>	Optional Additional Call-off Terms and Conditions for Bespoke Research, Development and Manufacturing Requirements	<input type="checkbox"/> (only applicable if this box is checked and to the extent the applicable terms are included in Annex A (Order Specific Key Provisions))	
<b>Appendix E</b>	Optional Additional Call-off Terms and Conditions for Reagent Rental	<input type="checkbox"/> (only applicable if this box is checked)	
<b>Appendix F</b>	Optional Additional Call-off Terms and Conditions for Managed Equipment Services	<input type="checkbox"/> (only applicable if this box is checked)	
<b>Appendix G</b>	Optional Additional Call-off Terms and Conditions for Clinical Laboratory Diagnostic Testing Services	<input type="checkbox"/> (only applicable if this box is checked and to the extent the applicable terms are included in Annex A (Order Specific Key Provisions))	
<b>Appendix H</b>	Further Optional Additional Call-off Terms and Conditions	<b>(only applicable if one or more boxes are checked)</b>	
	Each of the following clauses in Appendix H is only applicable to this Contract if the relevant box is checked:		
	1. TUPE applies at the commencement of the provision of Services		<input type="checkbox"/>
	2. TUPE on exit		<input type="checkbox"/>
	3. Different levels and/or types of insurance		<input type="checkbox"/>
	4. Induction training for Services		<input type="checkbox"/>
5. Further Authority obligations	<input type="checkbox"/>		

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6.	Assignment of Intellectual Property Rights in deliverables, materials and outputs of the Services	<input type="checkbox"/>	
7.	Inclusion of a Change Control Process	<input type="checkbox"/>	
8.	Authority step-in rights	<input type="checkbox"/>	
9.	Guarantee	<input type="checkbox"/>	
10.	Termination for convenience	<input checked="" type="checkbox"/>	
11.	Pre-Acquisition Questionnaire	<input type="checkbox"/>	
12.	Time of the essence (Goods)	<input checked="" type="checkbox"/>	
13.	Time of the essence (Services)	<input checked="" type="checkbox"/>	
14.	Specific time periods for inspection	<input type="checkbox"/>	
15.	Specific time periods for rights and remedies under Clause 3.6 of Schedule 2 of Appendix A	<input type="checkbox"/>	
16.	Right to terminate following a specified number of material breaches	<input type="checkbox"/>	
17.	Expert Determination	<input type="checkbox"/>	
18.	Consigned Goods	<input type="checkbox"/>	
19.	Improving visibility of Sub-contract opportunities available to Small and Medium Size Enterprises and Voluntary, Community and Social Enterprises	<input type="checkbox"/>	
20.	Management Charges and Information	<input type="checkbox"/>	
21.	COVID-19 related enhanced business continuity provisions	<input type="checkbox"/>	
22.	Buffer stock requirements	<input type="checkbox"/>	
23.	Modern slavery	<input checked="" type="checkbox"/>	
The additional Order Specific Key Provisions set out at Annex A (Order Specific Key Provisions) to this Order Form shall also apply to this Contract.			<input checked="" type="checkbox"/> (only applicable if this box is checked)

<b>1. CONTRACT DETAILS</b>
<b>(1.1) Commencement Date:</b> The date of the last signature on this Order Form.
<b>(1.2) Services Commencement Date (if applicable):</b> The date of the last signature on this Order Form.
<p><b>(1.3) Contract Price ((i) breakdown and (ii) payment profile):</b></p> <p>1.3.1. The maximum value of the Goods and Services that can be ordered under this Contract is £237,536.34 (two hundred and thirty-seven thousand, five hundred and thirty-six pounds and thirty-four pence) only (excluding VAT). (the “Contract Price”).</p> <p>1.3.2. Full details of the Contract Price are contained in Annex B. For the avoidance of doubt, the Authority is not required to order Goods up to the full Contract Price.</p> <p>1.3.3. The Contract Price within Annex B shall remain fixed and not be subjected to any indexation.</p>
<b>(1.4) Term of Contract:</b> The initial term of the Contract shall be four (4) years from the final Contract signature date.
<b>(1.5) Term extension options:</b> The Contract can be extended for a further twenty (24) months after the initial term.

<b>2. GOODS AND/OR SERVICES REQUIREMENTS</b>
<b>(2.1) Description of the Goods / Services:</b> The Supplier shall provide the Goods and Services outlined in Annex B.
<p><b>(2.2) Premises and Location(s) at which the Goods / Services are to be delivered / provided:</b></p> <p>2.2.1 The Supplier shall deliver the Goods and Services to the site listed in below:</p> <p>61 Colindale Ave, London, NW9 5EQ</p> <p>2.2.2 All planned Services delivery shall be pre-advised by the Supplier to the Authority’s primary delivery contact stated below (individually or collectively be known as the “Delivery Contact”) at least forty-eight (48) hours prior to attendance. The Delivery Contract: [REDACTED] - [REDACTED]</p> <p>2.2.3 The Supplier shall provide the following data when notifying the Delivery Contact:</p> <ul style="list-style-type: none"> <li>• Supplier name;</li> <li>• Authority’s Order Number;</li> <li>• Item reference, Supplier’s part code, description and quantity; and</li> <li>• Full service detail at item level and any special instructions originally entered for Authority’s</li> </ul>

Order (e.g. project).  
**2.2.4** The Delivery Contact will confirm:

- Booking reference number;
- Date and time of service (where applicable); and
- Delivery address

**2.2.5** Delivery of the Goods/Services shall be considered to have occurred when the Delivery Contact or other authorised representative of the Authority at the Authority’s nominated location has agreed that the delivery, installation and any validation work has been carried out to the Supplier’s specification and has signed the delivery note to confirm acceptance.

**(2.3) Key personnel of the Supplier to be involved in the Goods / Services:** Not applicable

**(2.4) Performance standards:** The Supplier shall comply with quality standards outlined in Annex C for the Goods and the Services.

**(2.5) Quality standards:**

2.5.1. The Supplier shall comply with quality standards outlined in Annex C for the Goods and the Services.

2.5.2 The Supplier shall ensure the Goods are delivered, installed and commissioned within eight (8) weeks after receipt of the PO.

**(2.6) Contract monitoring arrangements:**

2.6.1 The Authority’s Contract Manager and the Supplier’s Contract Manager may meet on a monthly basis to discuss the Supplier’s performance and other matters connected to the delivery of the Contract (unless otherwise notified by the Authority).

**(2.7) Management information and meetings:**

2.7.1. At the Authority's request, within 5 (five) Business Days of such request, the Supplier shall provide any management information to the Authority as the Authority may reasonably request from time to time.

2.7.2. Examples of management information that can be requested, but not limited to, are:

- Compliance to processes: Delivery and invoicing processes as stated in Annex 1 of this Order Form.
- Quantity of Goods delivered against the relevant PO (including deliveries in excess and shortfall of the quantity ordered).
- Quality of delivery of the Goods in accordance with the Call Off Terms and Conditions and this Contract (including delivery presentation, presented in such a way that it can be unloaded safely and in a ready for use condition, and damaged Goods).
- Timely and accurate administration (including booking/amending delivery times, POs and invoices, delivery advice notes and labels being in accordance with the Call Off Terms and Conditions and this Contract).
- List of current equipment (the “Asset Register”).
- Schedule of the equipment for Planned Maintenance in the forthcoming month.
- Schedule of the completed equipment Planned Maintenance.

- Number of service call outs received with reference to associated equipment serial number.
- Equipment performance reviewed including levels of equipment break down.
- Review of time to fix rate resolution.
- Details of callouts by location, including root cause analysis; and repairs carried out at each site.

**3. CONFIDENTIAL INFORMATION (if applicable)**

**(3.1) The following information shall be deemed Confidential Information:**

- Supplier pricing.
- Contact details including, but not limited to, email addresses, landline / mobile phone numbers, etc. of Supplier representatives.
- Contact details including, but not limited to, email addresses, landline / mobile phone numbers, etc. of Authority’s representatives.

**(3.2) Duration that the information shall be deemed Confidential Information:**

For a period of 3 (three) years after the expiry or earlier termination of this Contract unless otherwise agreed in writing by the Parties.

**4. DATA PROCESSING (if applicable)**

**(4.1) Personal Data to be processed by the Supplier:**

4.1.1 The supplier shall comply with all applicable data protection laws and regulation in relation to any personal or sensitive data processed under this contract.

4.1.2 The supplier shall only process data in accordance with the Authority’s documented instructions.

**(4.2) Cyber security Obligations:**

4.2.1 The supplier shall comply with all cybersecurity, information security and data protection procedures issued or updated from time to time by the Authority.

4.2.2 The supplier shall implement appropriate measures to protect the integrity, confidentiality and availability of all systems, instrument, software and data used or supplied under this contract.

4.2.3 The supplier shall cooperate with any audits, reviews or assessments reasonably required by the Authority to verify compliance with these procedures.

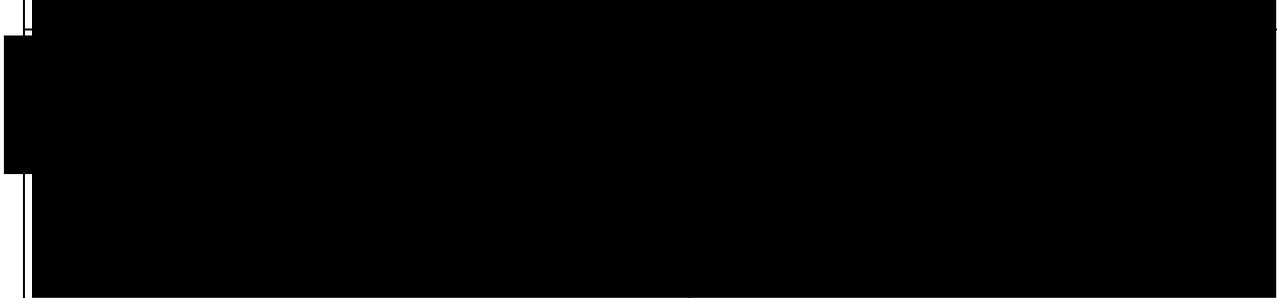
4.2.4 Noncompliance with the Authority’s cybersecurity procedures or data protection requirement may constitute a material breach, giving the Authority the right to suspend or terminate this contract in accordance with its terms.

**5. LEASE / LICENSE (if applicable)**

**(5.1) The Authority is granting the following lease or licence to the Supplier:**

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Not applicable

For and on behalf of the Authority	For and on behalf of the Supplier
	
Date Signed: 29/01/26	Date Signed: 29 Jan 2026

## **Annex A**

### **Order Specific Key Provisions**

#### **1. 1. Invoicing Terms**

1.1. Payment terms are net 30 days from receipt of a valid invoice.

1.2. Following signature of the contract by both Parties, the Authority will send a unique PO number. The Supplier must be in receipt of a valid PO number before submitting an invoice.

1.3. The Supplier shall provide an invoice to the Authority for all Goods delivered to the Authority.

1.4. All invoices must be sent for approval and shall include the proof of delivery to the Authority's designated finance mailbox e-mail: [payables@ukhsa.gov.uk](mailto:payables@ukhsa.gov.uk) and their agreed representative before being submitted for payment.

1.5. The Supplier shall provide compliant invoices that include, as a minimum, a valid PO number, PO line-item number (if applicable), PO line description, and the details (name and telephone number) of the Authority's authorised representative. Non-compliant invoices will be sent back to the Supplier, which may lead to a delay in a payment.

1.6. In support of Goods delivered, the Supplier shall provide to the Authority a signed delivery note confirming receipt of the Goods at the Authority's nominated Premises and Locations.

1.7. Supplier queries regarding payment must be forwarded to the Authority's Accounts Payable section by email to: [payables@ukhsa.gov.uk](mailto:payables@ukhsa.gov.uk).

**Annex B - Description of the Goods / Services**

3 year contract - annual prices quoted	
Model	Accessories
<b>STARlet 8 /96 ML</b>	8 channels / 96 head / barcode reader / Circulator



**Coverage**

Coverage	Premium Plus
Preventive maintenance visits and Verifications incl. reagents and CORE-O-Rings	Included
Free telephone support for technical service	Included
Prioritized reaction times	Included
Software updates (within a version)	Included
STARwatch (if site IT allows)	Included
Work and travel costs discount for service call-outs	100%
Replacement parts discount for service call-outs	100%
Reaction times in case of device malfunction:	
Call back (hours)	4
Target reaction time on site after receipt (hours)	24
Guaranteed reaction time on site after receipt (hours)	48

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**VENUS 6 Upgrade (JC)**

Pos.	Product	Qty.	Unit Price (GBP)	Net Unit Price (GBP)	Total (GBP)
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**Accessories**

<b>1</b>	<b>10180426</b> <b>VENUS 6.2 Upgrade Software &amp; Programmer's Manual</b>	<b>1</b>			
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Software Upgrade & Programmer's Manual for usage with STAR, STAR V and VANTAGE instruments

<b>2</b>	<b>10184436</b> <b>Standard PC Win11, GB</b>	<b>1</b>			
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12 Gen Intel Core i5-12500 (6 Cores, 12 Threads, 3.0GHz to 4.6GHz Turbo w/ UHD770 Graphics  
 16 GB RAM (2x8GB DDR5-4400  
 2x1TB NVMe Solid State Drive (RAID 1)  
 8x DVD+/-RW Optical Drive  
 1x Intel AX211 WiFi+Bluetooth Modul  
 2x Ethernet Ports via Intel i225 (2.5GbE) and Intel i219-V  
 5x USB 3.2 Gen 2 Connectors (Type A) - 1x USB 3.2 Gen 2x2 Connector (Type C) 4x USB 2.0 Connectors (Type A)  
 4-Port Serial Card; in total 5 Ports  
 Windows 11 IoT Enterprise 2024 LTSC  
 Intel vPro Enterprise Support  
 21.5" LCD Monitor (Dell P2225H)  
 Soundbar Stereo USB (Dell SB521A)  
 2.0MP Webcam, 1080p, USB 2.0  
 Keyboard and Mouse  
 Hamilton Mousepad  
 3 years Pro Support and Next Business Day On-Site Service

**Subtotal for Accessories**

**Engineering & Service**

<b>3</b>	<b>INSTALLAS</b> <b>INST.OF UPGR. &amp; ACCESSORIES</b>	<b>1</b>			
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Installation package for VENUS upgrade if outside of PM visit

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Pos.	Product	Qty.	Unit Price	Net Unit Price	Total
4	<b>APPSMDAS Method Development (Days)</b>	1			
	<i>Carried out by a qualified Hamilton Application Specialist. To help with the transfer and testing of methods onto win 11 Operating systems. Systems and PCs must be accessible to our application specialist when the update is planned.</i>				
5	<b>202997SUB-17 Shipment</b>	1			
	Shipment from Bonaduz				
	<b>Subtotal for Engineering &amp; Service</b>				
	<b>Total VENUS 6 Upgrade (JC)</b>				

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**STARlet 8 x 1ml 96 MPH**

Pos.	Product	Qty.	Unit Price (GBP)	Net Unit Price (GBP)	Total (GBP)
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**Instruments**

1	<b>870401</b> <b>STARlet Baseline</b>	1			
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STARlet base configuration

2	<b>173051</b> <b>Modular Arm for 4 / 8 / 12 Ch. / MPH</b>	1			
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The MPH modular pipetting arm typically contains a set of pipetting channels, which work independently. It can be equipped with up to 12 channels with a 1000 µl pipetting head, up to 8 channels with a 5 mL pipetting head, a plate handling tool (iSWAP®), a tube handling tool and imaging channel, etc.

The minimum distance between two 1000 µl pipetting channels is 9 mm and between two 5 ml pipetting channels it is 18 mm on this arm. In addition, it can hold either the CO-RE® 96-Probe Head, the CO-RE® 96-Probe Head TADM, or the CO-RE® 384-Probe Head.

3	<b>10140943</b> <b>2 Channels 1000µl, CO-RE II, RPC, STAR</b>	4			
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1 pair of 1000 µl pipetting channels, CO-RE II technology

4	<b>10120001</b> <b>MPH 96 TADM, 1000ul, CO-RE II, STAR</b>	1			
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96 Multi-Probe Head with TADm, 1000 µl, CO-RE II technology

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Pos.	Product	Qty.	Unit Price (GBP)	Net Unit Price (GBP)	Total (GBP)
5	<p><b>184089</b> <b>CO-RE GRIPPER 1000µL on Waste Block</b></p> <p>CO-RE® Gripper with attachment for waste block</p> <p>For instruments with 1000 µl and 5 mL CHANNELS Plate handling tool for plate transfer on the deck using two 1000 µl pipetting channels. Includes parking position for attachment to waste block. Waste block not included!</p> <p>Provides parking space for one pair each of 1000 µl and 5 mL size CO-RE® Grippers.</p> <p>Requires new style tip waste block (173270) shipped with STARs after Oct. 2009.</p>	1			
6	<p><b>10175720</b> <b>MPH Extension Left Standard</b></p> <p>Housing extension left, for the use of Multi-Probe Heads</p>	1			
7	<p><b>188125</b> <b>WASTE MPH L FRONT</b></p> <p>Waste option for STAR line systems with modular arm and MPH (96 or 384) housing Tip waste for MPH on front left side of Instrument.</p>	1			
8	<p><b>10159249</b> <b>Orbit Reader Right Side</b></p> <p>The Orbit 7190g scanner integrates both a laser and an imager into a single presentation scanner to read Code 39 / UPC / UPC-E / PDF417 / Datamatrix / QR and C39 codes in different orientations. Together with the Orbit base right, used to mount the Orbit Reader on the right side of ML STAR Line instruments (New Design - Manual Load)</p>	1			

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Pos.	Product	Qty.	Unit Price (GBP)	Net Unit Price (GBP)	Total (GBP)
9	<b>10182932</b> <b>Monitoring Bundle</b>	1			
	<p>This bundle contains Hamilton DeckWatch (PN 10162477) and Hamilton Celsora (PN 10071586):                      With this bundle it is possible to visually monitor the runs on a STAR, STAR V or Vantage and also track the temperature and humidity inside the instrument.</p>				
10	<b>10175292</b> <b>VENUS 6.2 Software &amp; Programmer's Manual</b>	1			
	<p>Software &amp; Programmer's Manual for usage with STAR, STAR V and VANTAGE instruments</p>				
11	<b>10184436</b> <b>Standard PC Win11, GB</b>	1			
	<p>Instrument Controller</p>				
	<b>Subtotal for Instruments</b>				
	<b>Accessories</b>				
12	<b>188035</b> <b>Cooled carrier for 5x labware adapters</b>	1			
	<p>Carrier provides 5 positions for adapters in landscape (6T).                      Adapters and cryostat quoted separately.                      PVC hose for fluid included.                      Carrier not autoloading.</p>				
13	<b>10086700</b> <b>Cooling Circulator</b>	1			
	<p><i>Cooling circulator 202997SUB-01</i></p>				
14	<b>188182</b> <b>Adapter for 96 well PCR plate, plunged</b>	4			
	<p>For use on Cooled Carrier (PN 188035)</p>				

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Pos.	Product	Qty.	Unit Price (GBP)	Net Unit Price (GBP)	Total (GBP)
15	<b>188186</b> <b>MTPDWPADAPTER_PLUNGED</b>  Pluggable MTP/DWP adapter; compatible with PLT_CAR_L5C carrier base	1			
16	<b>188039</b> <b>MULTIFLEX CARRIER BASE</b>  Labware carrier base for up to 5 Multiflex modules	3			
17	<b>188229</b> <b>MFX DWP MODULE RACK BASED</b>  MFX DWP MODULE RACK BASED	7			
18	<b>188160</b> <b>MultiFlex Tip module</b>  Supports one tip rack (5 mL, 1000 µL, 300 µL, 50 µL or 10 µL tips), enables barcode reading	8			
19	<b>173410</b> <b>SMP_CAR_32_A00, 3PCS</b>  3x carriers: each holds 32 tubes, 11x60 – 14x120 mm	1			
20	<b>188102</b> <b>SMPCAR32INSERT_EPI_2.0ML, 32PCS</b>  32 inserts for 2.0 mL Eppendorf vessels in SMP-CAR-32	3			
21	<b>182136</b> <b>Teaching Needle 1000µl Set of 8</b>  Used for teaching of labware positions, for maintenance, and for verification procedures.	1			
22	<b>10086699</b> <b>1D/2D Wireless hand Scanner</b>  Item WWS650	1			
<b>Subtotal for Accessories</b>					<b>14,199.99</b>

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Pos.	Product	Qty.	Unit Price (GBP)	Net Unit Price (GBP)	Total (GBP)
23	<p><b>202997SUB-17</b></p> <p><b>Shipment</b></p> <p>Local transport System delivery including transport insurance and disposal of packaging material. Structural arrangements excluded.</p> <p>Required special equipment (e.g.m crane), will be charged separately at cost.</p>	1			
24	<p><b>INSTALL</b></p> <p><b>ON-SITE INSTALLATION</b></p> <p>Installation Package: Installation qualification, travel expenses included, IQ documentation. Disposal of Hamilton product in accordance with EC directive WEEE (Waste of Electrical and Electronic Equipment), Not included but on request: decontamination and preparation for shipment. Support package: Direct access to Hamilton Specialists for either technical questions or according to your application.</p>	1			
25	<p><b>APPSMD</b></p> <p><b>Method development, Training, FAT/SAT, URS</b></p> <p>Method Development, Training, FAT/SAT, URS: Carried out by qualified Hamilton Application Specialist</p>	4			
26	<p><b>APPSMD</b></p> <p><b>VENUS Basic Training</b></p> <p><i>Training is held in our Birmingham office for one person for three days. Please note travel and accommodation are not included. One place offered as complimentary. Must be taken within 12 months of install</i></p>	1			
<b>Subtotal for Engineering &amp; Service</b>					
<b>Total STARlet 8 x 1ml 96 MPH</b>					

### Project Summary

Product	Total
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**STARlet 8 x 1ml 96 MPH**

Instruments

Accessories

Engineering & Service

**Total STARlet 8 x 1ml 96 MPH**

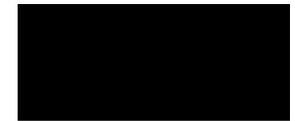


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**List Price**

Discount (11.11 %)

**Special Price**



**176,743.48 GBP**

## Annex C – Specification of the Goods and Services



Hamilton 96 Probe  
Head Pipetting Specific



Hamilton Service  
Overview 2025.docx



UKHSA- STARlet 8 x  
1ml 96MPH (JC)



5.1. Hamilton 1ml  
Pipetting Channels Sp



B-2403-01\_STAR-Bro  
chure.pdf



10155907\_UK  
Declaration of confor



Hamilton Example  
Verification Report.pdf