

# Order Form: LINK 3: IT Hardware and Services

Framework agreement reference: NOE.0380

Date of order	Wednesday 28 <sup>th</sup> February 2024	Order Number	[REDACTED] To be quoted on all correspondence relating to this Order
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## FROM

Customer	Ministry of Justice "Customer"
Customer's Address	10 South Colonnade, Canary Wharf, London, E14 4PU
Invoice Address	[REDACTED]
Contact Ref:	Name: [REDACTED] Address: [REDACTED] Phone: [REDACTED] email: [REDACTED] Fax: N/A

## TO

Supplier	CDW UK	"Supplier"
Supplier's Address	3 <sup>rd</sup> Floor, One New Change, London, EC4M 9AF	
Account Manager	Name: [REDACTED] Address: [REDACTED] Phone: [REDACTED] email: [REDACTED] Fax: N/A	

## GUARANTEE

Guarantee to be provided	Yes / No
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Where a guarantee is to be provided then this Contract is conditional upon the provision of a Guarantee to the Customer from the Guarantor in respect of the Supplier. Details of the Guarantor (if any) are set out below:

[Parent Company	N/A	"Guarantor"
Parent Company address	N/A	
Account Manager	Name: N/A Address: N/A Phone: N/A email: N/A Fax: N/A	

<b>1. TERM</b>	
<b>(1.1) Commencement Date</b>	Wednesday 28 <sup>th</sup> February
<b>(1.2) Expiry Date</b>	The Contract shall expire on the date which is twelve (12) months after the Commencement Date.

<b>2. GOODS AND SERVICES REQUIREMENTS</b>	
<b>(2.1) Goods and/or Services</b>	
<p><b>Goods</b></p> <p>High Specification Laptops (Dell Latitude 5440) x [REDACTED]          AT (widescreen) Laptops (Dell Latitude 5540) x [REDACTED].</p> <p>The Customer agrees to purchase all of its requirements for the Goods or equivalent goods from the Supplier.</p>	
<b>Service Profile</b>	
[REDACTED]	
<b>Minimum Order Value</b>	£1,199,986.20
<b>Optional Services N/A</b>	
Collection recycling	and <input type="checkbox"/>
Paper catalogue	<input type="checkbox"/>
Secure Collection	<input type="checkbox"/>

<p><b>(2.2) Premises</b></p> <p>To location(s) stipulated by the Customer.</p>
<p><b>(2.3) Lease/ Licenses</b></p> <p>N/A</p>
<p><b>(2.4) Standards</b></p> <p>N/A</p>
<p><b>(2.5) Security Requirements</b></p> <p><b>Security Policy</b></p> <p>N/A</p> <p><b>Additional Security Requirements</b></p> <p>N/A</p> <p><b>Processing personal data under or in connection with this contract</b></p>

NO
<b>(2.6) Exit Plan (where required)</b>  NO
<b>(2.7) Environmental Plan</b>  NO

<b>3. SUPPLIER SOLUTION</b>
<b>(3.1) Supplier Solution</b> <b>[REDACTED]</b>
<b>(3.2) Account structure including Key Personnel</b>  Key Personnel: <b>[REDACTED]</b>
<b>(3.3) Sub-contractors to be involved in the provision of the Services and/or Goods</b>  N/A
<b>(3.4) Outline Security Management Plan</b> As set out below:

N/A
<b>(3.5) Relevant Convictions</b>  N/A
<b>(3.6) Implementation Plan</b>  N/A

<b>4. PERFORMANCE QUALITY</b>				
<b>(4.1) Key Performance Indicators</b>  N/A				
<b>(4.2) Service Levels and Service Credits</b>  When providing the Goods and/or Services, the Supplier shall as a minimum ensure that it achieves the following service levels:				
Service Level	Description	Service Credit Calculation	Critical Failure	Service

If the level of performance of the Supplier during the Contract Period:

[REDACTED]

## 5. PRICE AND PAYMENT

**(5.1) Contract Price payable by the Customer in accordance with the commercial schedule set out in the framework agreement (including applicable discount but excluding VAT), payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS))**

Contract value: £1,199,986.20 inc. VAT for the supply of [REDACTED]

[REDACTED]

### **(5.2) Invoicing and Payment**

**The Supplier shall issue invoices monthly in arrears. The Customer shall pay the Supplier within thirty (30) days of receipt of a Valid Invoice, submitted in accordance with this paragraph 5.2, the payment profile set out in paragraph 5.1 above and the provisions of the Contract.**

## 6. SUPPLEMENTAL AND/OR ADDITIONAL CLAUSES

### **(6.1) Supplemental requirements**

N/A

**BY SIGNING AND RETURNING THIS ORDER FORM THE SUPPLIER AGREES** to enter a legally binding contract with the Customer to provide the Goods and/or Services. The Parties hereby acknowledge and agree that they have read the NHS Conditions of Contract for purchase of goods and/or Services supplied with this framework agreement and by signing below agree to be bound by the terms of this Contract.

**For and on behalf of the Supplier:**

Name and Title	[REDACTED]
Signature	[REDACTED]

Date	[REDACTED]
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**For and on behalf of the Customer:**

Name and Title	[REDACTED]
Signature	[REDACTED]
Date	[REDACTED]