

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

Order Form

CALL-OFF REFERENCE:	UKEF1252
THE BUYER:	Secretary of State acting through the Export Credits Guarantee Department operating as UK Export Finance
BUYER ADDRESS	1 Horse Guards Road, London SW1A 2HQ
THE SUPPLIER:	CDW Limited
SUPPLIER ADDRESS:	3 rd Floor, One New Change, London, EC4M 9AF
REGISTRATION NUMBER:	02465350
DUNS NUMBER:	N/A
SID4GOV ID:	N/A

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 23rd January 2024.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 1 Hardware and Software and 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) RM6098
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6098
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 12 (Supply Chain Visibility)
 - Call-Off Schedules for RM6098
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 15 (Call-Off Contract Management)
5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
6. Joint Schedule 5 (Corporate Social Responsibility) RM6098
7. 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

The following Special Terms are incorporated into this Call-Off Contract:

Special Term 1

Clause 3.2.6 of the Core Terms shall be amended as follows:

3.2.6 The Supplier must deliver the Goods/Deliverables on the date and to the specified location during the Buyer's working hours **by 31st March 2024.**

Special Term 2

The following shall be inserted into the Order Form:
Purchase Order

The Buyer shall place an Order with CDW and raise a Purchase Order by 31 January 2024.

Special Term 3

The following new Clause 3.2.13 shall be inserted into the Core Terms:

3.2.13. Should Dell (the manufacturer) not have confirmed a build commencement and expected delivery date with CDW by 14 February 2024, the Buyer can cancel the Order/Purchase Order and terminate the contract with immediate effect in accordance with Clause 10.2.2 (Ending the Contract without a reason) without incurring any liability for costs.

CALL-OFF START DATE: **25th January 2024**

CALL-OFF EXPIRY DATE: **31st July 2024**

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

CALL-OFF DELIVERABLES

- Delivery of ■■■ laptops must be delivered into bonded stock to required specification by latest 31st March 2024 - **physical confirmation by UKEF staff will be required once laptop delivery is confirmed.**
- Storage of laptops in secure location with stock allocated to UK Export Finance.
- Supply of staff to assist with the rollout of laptops to end users (exp. 4/5 days a month between April – June 2024)
- Consultancy to review our current Microsoft Intune setup and set up full autopilot prior to implementation of devices to end users
- Implementation plan to be developed to inform the rollout
- Split deliveries to UKEF office and home deliveries to remote workers in the UK.
- Buy-back of part of the existing estate laptops.
- Laptop spec as provided in tender with 3 Yr PRO support

LOCATION FOR DELIVERY

Final delivery address: UK Export Finance, 1 Horse Guards Road, London SW1A 2HQ

DATES FOR DELIVERY

Delivery **must** be made to supplier's bonded by 31st March 2024 at the **latest**.

TESTING OF DELIVERABLES

N/A

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be minimum 1 year.

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 **£768,142 ex. VAT**

CALL-OFF CHARGES

£768,142 ex.VAT

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Invoices should be submitted to: [REDACTED] [@ukexportfinance.gov.uk](mailto:[REDACTED]@ukexportfinance.gov.uk) and [REDACTED] [@ukexportfinance.gov.uk](mailto:[REDACTED]@ukexportfinance.gov.uk)

Payment will be made via BACS within 30 days of a valid invoice.

BUYER'S INVOICE ADDRESS:

[REDACTED]

[REDACTED] [@ukexportfinance.gov.uk](mailto:[REDACTED]@ukexportfinance.gov.uk)

1 Horse Guards Road, London SW1A 2HQ

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED] [@ukexportfinance.gov.uk](mailto:[REDACTED]@ukexportfinance.gov.uk)

1 Horse Guards Road, London SW1A 2HQ

BUYER'S ENVIRONMENTAL POLICY

<https://www.gov.uk/government/publications/uk-export-finance-environmental-socialand-human-rights-policy>

BUYER'S SECURITY POLICY

<https://www.gov.uk/government/publications/security-policy-framework>

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

[REDACTED] [@uk.cdw.com](mailto:[REDACTED]@uk.cdw.com)

SUPPLIER'S CONTRACT MANAGER

Steven Yarwood

██████████@uk.cdw.com

PROGRESS REPORT FREQUENCY

N/A

PROGRESS MEETING FREQUENCY

1 per week at buyer's request

KEY STAFF

N/A

KEY SUBCONTRACTOR(S)

Dell Computers

COMMERCIALLY SENSITIVE INFORMATION

Commercial submission of the supplier

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES





Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender).

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:		Name:	
Role:	Comercial Director	Role:	VP of Sales
Date:	30 January 2024	Date:	30 January 2024