



Crown
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**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
Sellafield Limited

Billing address

Customer representative name

Customer representative contact details

Supplier details

Supplier name
Software Box Limited

Supplier address

Supplier representative name

Supplier representative contact details

Order reference number
Customer to confirm



Section B Overview of the requirement

Framework Lot under which this Order is being placed

- | | |
|---|-------------------------------------|
| 1. HARDWARE | <input checked="" type="checkbox"/> |
| 2. SOFTWARE | <input 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

CCIH19A12

Call Off Commencement Date

18/06/2019

Call Off Contract Period (Term)

To Commence on the 18th of June 2019 and Conclude on the 31st October 2019

Call Off Initial Period Months

5 Months

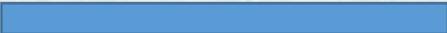
Call Off Extension Period (Optional) Months

Not Applicable

Specific Standards or compliance requirements

The Customer requires you to complete Annex A – Vendor Details Questionnaire, returning the completed document (with wet signature) along with your bank details on a company headed paper, via recorded delivery, to Sellafeld Limited for the attention of:

This must be undertaken within 2 working days of notification of award (Contract Award).

In addition, please email a PDF scan of both document to  to allow supplier setup activities to be initiated in advance of receipt of formal documentation.



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

Core Requirement:

Product Name	Description
HP Probook 640 G4; Core i5 8GB RAM, 250GB SSD (with integrated camera) – Model #: 3UN81ET (Delivery to Sellafield)	3UN81ET HP ProBook 640 G4 i5-8250U 14" 8GB 256GB
HP Ultralim Docking Station (640) (Delivery to Sellafield)	D9Y32AA HP UltraSlim Docking Station
Microsoft Surface Pro 6; Core i5 8GB RAM, 256GB (Delivery to Sellafield)	LQ6-00002 Microsoft Surface Pro 6; Core i5 8GB RAM, 256GB
Microsoft Surface Pro 6 docking station (PF3-00012) (Delivery to Sellafield)	PF3-00012 Microsoft Surface Pro 6 docking station
Surface Pro Pen (EYV-000026) (Delivery to Sellafield)	EYV-00026 Microsoft Surface Pro Pen
Surface Pro Cable Kit (MSTP3MDPUGBK) (Delivery to Sellafield)	MSTP3MDPUGBK StarTech Surface Pro Cable Kit
MS FFQ-00003 Surface Pro Signature Type Cover - Platinum; (Model number 1725) (Delivery to Sellafield)	FFQ-00003 Microsoft Surface Pro Signature Type Cover - Platinum; (Model number 1725)

Additional Requirement:

Product Name	Description
HP Probook 640 G4; Core i5 8GB RAM, 250GB SSD (with integrated camera) – Model #: 3UN81ET (Delivery to Sellafield)	3UN81ET HP ProBook 640 G4 i5-8250U 14" 8GB 256GB)
HP Ultralim Docking Station (640) (Delivery to Sellafield)	D9Y32AA HP UltraSlim Docking Station
HP Probook 640 G4; Core i5 8GB RAM, 250GB SSD (with integrated camera) – Model #: 3UN81ET. (Delivery to Dounreay)	3UN81ET HP ProBook 640 G4 i5-8250U 14" 8GB 256GB



HP USB-C Universal Dock - Model #: 1MK33AA (Delivery to Dounreay)	1MK33AA HP USB-C Universal Dock
HP EliteDesk 800 G4 SFF, i5, 4GB, 500GB (800G4SFF model/ SKU # 4KW29ET) (Delivery to Dounreay)	4KW29ET HP EliteDesk 800 G4 SFF i5 4GB 500GB

Should the Customer wish to call off for any additional devices up to the maximum quantities identified within the table above, they will confirm this with the Supplier within eight (8) weeks of Contract Award.

The Customer will measure the quality of the Supplier's delivery by:

KPI/SLA	Service Area	KPI/SLA description	Target
1	Delivery Timescales	Deliveries to be received within stated timescales in Key Milestones	100%
2	Supply of Information	Supply of Device Asset Information and Warranty within one week of delivery	100%
3	Delivery Management System	Registration of intended delivery one week prior to delivery	100%

Where the Supplier fails at meeting any of the above KPIs, the Customer will, in the first instance, seek a mutually agreeable resolution with the Supplier. However, if this is not possible, the Customer 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

Standard Manufacturer Warranty on all Hardware

Location/Site(s) for Delivery





Dates for Delivery of the Goods and/or the Services

Key Milestones and Deliverables:

The following Contract milestones/deliverables shall apply:

Milestone/Deliverable	Description	Delivery Date
1	Delivery of Devices to Sellafield: <ul style="list-style-type: none">• 500 – HP Probook laptops• 500 – HP Ultralim docking stations• 200 – MS Surface Pro 6• 200 – MS Surface Pro 6 docking stations• 200 – MS Surface Pro 6 pens• 200 – MS Surface Pro 6 cable kits• 200 – MS Surface Pro 6 Signature cover/keyboard	By 01/07/2019
1A – Optional Call-Off	Delivery of Devices to Dounreay: <ul style="list-style-type: none">• 90 – HP Probook laptops• 90 – HP USB C-Dock• 60 - HP EliteDesk 800	By 01/07/2019
2	Delivery of Devices: <ul style="list-style-type: none">• 500 – HP Probook laptops• 500 – HP Ultralim docking stations	By 08/07/2019
2A - Optional Call-Off	Delivery of Devices to Dounreay: <ul style="list-style-type: none">• 90 – HP Probook laptops• 90 – HP USB C-Dock• 60 - HP EliteDesk 800	By 08/07/2019



3	Delivery of Devices: <ul style="list-style-type: none">• 500 – HP Probook laptops• 500 – HP Ultralim docking stations	By 15/07/2019
3A - Optional Call-Off	Delivery of Devices to Dounreay: <ul style="list-style-type: none">• 90 – HP Probook laptops• 90 – HP USB C-Dock• 60 - HP EliteDesk 800	By 15/07/2019
4	Delivery of Devices: <ul style="list-style-type: none">• 500– HP Probook laptops• 500 – HP Ultralim docking stations	By 22/07/2019
4A - Optional Call-Off	Delivery of Devices to Dounreay: <ul style="list-style-type: none">• 90 – HP Probook laptops• 90 – HP USB C-Dock• 60 - HP EliteDesk 800	By 22/07/2019
5	Delivery of Devices: <ul style="list-style-type: none">• 500 – HP Probook laptops• 500 – HP Ultralim docking stations	By 29/07/2019
5A - Optional Call-Off	Delivery of Devices to Dounreay: <ul style="list-style-type: none">• 90 – HP Probook laptops• 90 – HP USB C-Dock• 60 - HP EliteDesk 800	By 29/07/2019

If the Customer wishes purchase additional devices up to the maximum quantities should be delivered to the Customer no later than 31st October 2019.

Software List product details under each relevant heading below



Supplier Software
N/A.

Third Party Software
N/A.

Maintenance Agreement
N/A.

Additional Clauses (see Annex 3 of Framework Schedule 4) Tick as required

Alternative Clauses

Scots Law Or

Northern Ireland Law

Non-Crown Bodies

Non-FOIA Public Bodies

Additional Clauses

Tick one box below as applicable

A: Termed Delivery – Goods

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

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

Optional Clauses

Tick any applicable boxes below

C: Due Diligence

D: Call Off Guarantee

E: NHS Coding Requirements

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)

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)

£4,039,679.00.

Is a Financed Purchase Agreement being used?

Tick as required

If so, append to Call Off Schedule 2 as Annex A

Estimated Year 1 Call Off Contract Charges (£)

For Orders with a defined Call Off Contract Period

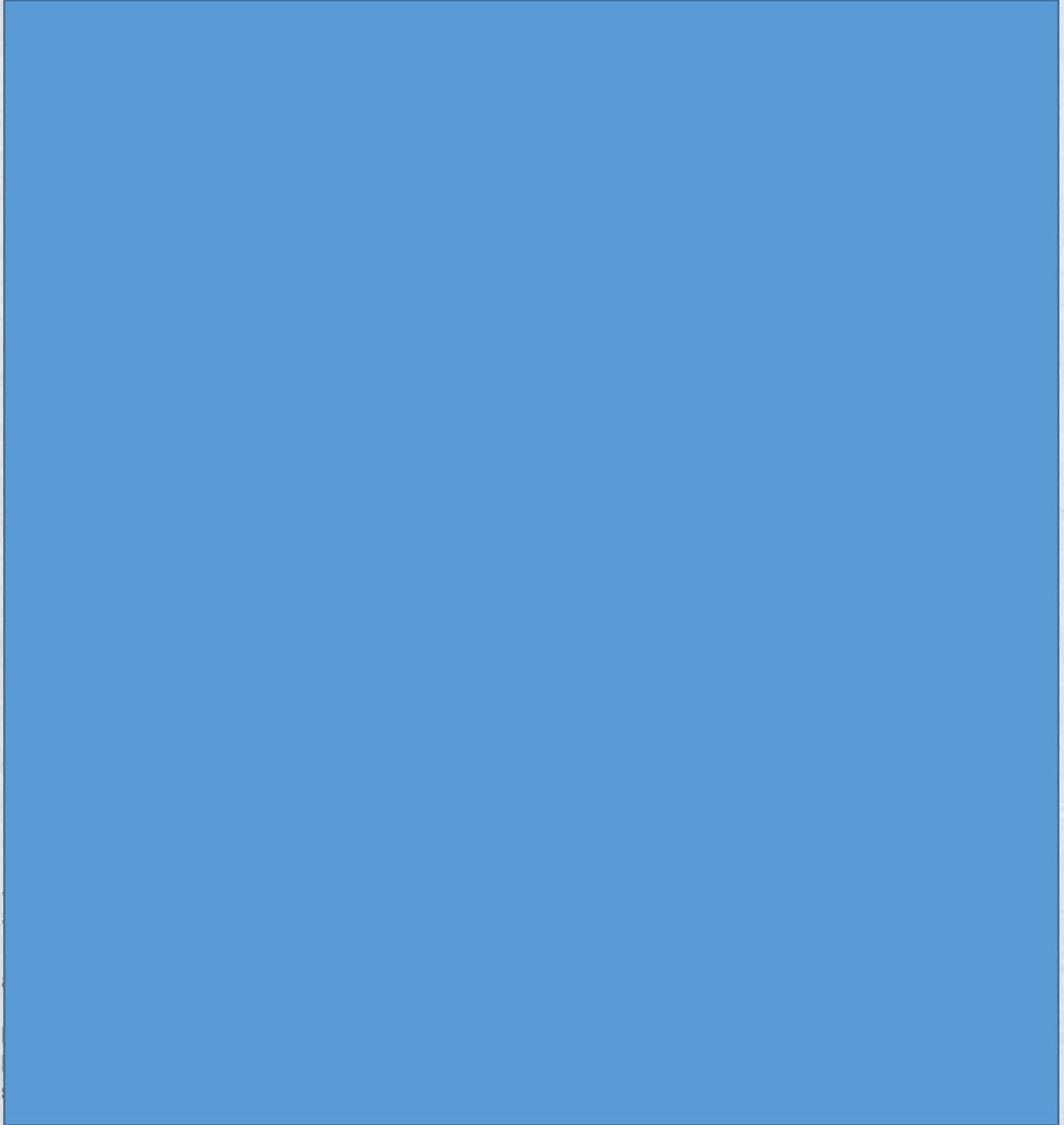
£4,039,679.00.

**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



Total contract value

£4,039,679.00.



Main Requirement				
Sellafield				
Product Name	Description	Unit Price	Quantity	Total Cost
HP Probook 640 G4; Core i5 8GB RAM, 250GB SSD (with integrated camera) – Model #: 3UN81ET	3UN81ET HP ProBook 640 G4 i5-8250U 14" 8GB 256GB			
HP Ultralim Docking Station (640)	D9Y32AA HP UltraSlim Docking Station			
Microsoft Surface Pro 6; Core i5 8GB RAM, 256GB	LQ6-00002 Microsoft Surface Pro 6; Core i5 8GB RAM, 256GB			
Microsoft Surface Pro 6 docking station (PF3-00012)	PF3-00012 Microsoft Surface Pro 6 docking station			
Surface Pro Pen (EYV-000026)	EYV-00026 Microsoft Surface Pro Pen			
Surface Pro Cable Kit (MSTP3MDPUGBK)	MSTP3MDPUGBK StarTech Surface Pro Cable Kit			
MS FFQ-00003 Surface Pro Signature Type Cover - Platinum; (Model number 1725)	FFQ-00003 Microsoft Surface Pro Signature Type Cover - Platinum; (Model number 1725) £89.63 £17,926.00			
Optional Call Off Requirement				
Sellafield				
Product Name	Description	Unit Price	Quantity	Total Cost



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HP Probook 640 G4; Core i5 8GB RAM, 250GB SSD (with integrated camera) – Model #: 3UN81ET	3UN81ET HP ProBook 640 G4 i5-8250U 14" 8GB 256GB)	
HP Ultralim Docking Station (640)	D9Y32AA HP UltraSlim Docking Station	
Dounreay		
Product Name	Description	
HP Probook 640 G4; Core i5 8GB RAM, 250GB SSD (with integrated camera) – Model #: 3UN81ET.	3UN81ET HP ProBook 640 G4 i5-8250U 14" 8GB 256GB	
HP USB-C Universal Dock - Model #: 1MK33AA	1MK33AA HP USB-C Universal Dock	
HP EliteDesk 800 G4 SFF, i5, 4GB, 500GB (800G4SFF model/ SKU # 4KW29ET)	4KW29ET HP EliteDesk 800 G4 SFF i5 4GB 500GB	



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		
Job role/title		
Signature		
Date		

For and on behalf of the Customer

Name		
Job role/title		
Signature		
Date		