

Contractor Commercially Sensitive Information (Clause 5). Not to be published.	
Description of Contractor's Commercially Sensitive Information:	NA
Cross reference to location of sensitive information:	NA
Explanation of Sensitivity:	NA
Details of potential harm resulting from disclosure:	NA
Period of Confidence (if Applicable):	NA
<b>Contact Details for Transparency / Freedom of Information matters:</b> Name: [REDACTED] Position: [REDACTED] Address: Paramount Panels UK, Morrison House, Aden Road, ENFIELD EN3 7SY Telephone Number: [REDACTED] E-mail Address: [REDACTED]	

Offer and Acceptance	
<p>A) The Purchase Order constitutes an offer by the Contractor to supply the Deliverables. This is open for acceptance by the Authority for 60 days from the date of signature. By signing the Purchase Order the Contractor agrees to be bound by the attached Terms and Conditions for Less Complex Requirements (Up to £118,133) (Edn 02/18).</p> <p>Name (Block Capitals): [REDACTED]          Position: [REDACTED]          For and on behalf of the Contractor          [REDACTED]          Authorised Signatory: [REDACTED]          Date: 14<sup>th</sup> June 2018</p>	<p>B) Acceptance</p> <p>Name (Block Capitals): [REDACTED]          Position: [REDACTED]          For and on behalf of the Authority          [REDACTED]          Authorised Signatory: [REDACTED]          Date: 18/6/18</p>
<p>C) Effective Date of Contract: 18<sup>th</sup> June 2018.</p>	

## Hazardous Articles, Deliverables, Materials or Substances Statement by the Contractor

Contract Number: HELSME/0002

Contract Title: Illuminated panels

Contractor: Paramount Panels UK

Date of Contract:

\* To the best of our knowledge there are no hazardous Articles, Deliverables, materials or substances to be supplied. ☒

\* To the best of our knowledge the hazards associated with Articles, Deliverables, materials or substances to be supplied under the Contract are identified in the Safety Data Sheets (Qty: ) attached in accordance with either:

DEFCON 68 ☐ ; or

Condition 9 of Standardised Contract 1A/B Conditions ☐;

Contractor's Signature: [REDACTED]

Name: [REDACTED]

Job Title: [REDACTED]

Date: 14<sup>th</sup> June 2016

\* check box (☒) as appropriate

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### To be completed by the Authority

DMC:

NATO Stock Number:

Contact Name:

Contact Address:

Copy to be forwarded to:

Hazardous Stores Information System (HSIS)  
Defence Safety Authority (DSA)  
Movement Transport Safety Regulator (MTSR)  
Hazel Building Level 1, #H019  
MOD Abbey Wood (North)  
Bristol, BS34 8QW

**SCHEDULE OF REQUIREMENTS FOR THE SUPPLY OF**

<b>Deliverables</b>									
Item Number	MOD Stock Reference No.	Part No. (where applicable)	Specification	Consignee Address Code (full address is detailed in DEFFORM 96)	Packaging Requirements inc. PPQ and DofQ (as detailed in DEFFORM 96)	Delivery Date	Total Qty	Firm Price (£) Ex VAT	
								Per Item	Total inc. packaging (and delivery if specified in the Purchase)
1	-	NP 2418	Illuminated Panels - AIS PANEL ASSEMBLY	-	-	12 weeks			
								<b>Total Firm Price</b>	

Item Number	Consignee Address (XY code only)
	RNAS Culdrose, Helston, Cornwall TR12 7RH

Appendix - Addresses and Other Information

1. Commercial Officer

Name: [REDACTED]  
Address: Centenary House, Building 100, Leonardo Helicopters, Lysander Road, Yeovil Somerset BA20 2YB

Email: [REDACTED]  
☎ [REDACTED]

2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

Name: [REDACTED]  
Address: Building 243, Leonardo Helicopters, Lysander Road, Yeovil, Somerset, BA20 2YB

Email: [REDACTED]  
☎ [REDACTED]

3. Packaging Design Authority

Organisation & point of contact:

(Where no address is shown please contact the Project Team in Box 2)

☎ [REDACTED]

4. (a) Supply / Support Management Branch or Order Manager: Branch/Name:

☎ [REDACTED]

(b) U.I.N.

5. Drawings/Specifications are available from

6. Intentionally Blank

7. Quality Assurance Representative:

Name: [REDACTED]

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

AOAPS and DEF STANs are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.dif.r.mil.uk/> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed].

8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD  
☎ 44 (0) 161 233 5397

2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD  
☎ 44 (0) 161 233 5394

9. Consignment Instructions

The items are to be consigned as follows:

Point of Contact

[REDACTED]

10. Transport. The appropriate Ministry of Defence Transport Offices are:

**Air Freight Centre**  
DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH  
IMPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943  
EXPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943  
**Surface Freight Centre**  
IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946  
EXPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)  
JSCS Fax No. 01869 256837  
[www.freightcollection.com](http://www.freightcollection.com)

11. The Invoice Paying Authority

Ministry of Defence ☎ 0151-242-2000  
DBS Finance  
Walker House, Exchange Flags Fax: 0151-242-2809  
Liverpool, L2 3YL Website is:  
<https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>

12. Forms and Documentation are available through \*:

Ministry of Defence, Forms and Pubs Commodity Management  
PO Box 2, Building C16, C Site  
Lower Arncott  
Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)  
Applications via fax or email: [DESLSLS-QpsFormsandPubs@mod.uk](mailto:DESLSLS-QpsFormsandPubs@mod.uk)

\* NOTE

1. Many DEFCONs and DEFFORMs can be obtained from the MOD Internet Site: <https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>

2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.

Progress Meetings (Clause 13)	Progress Reports (Clause 13)
The Contractor shall be required to attend the following meetings:	The Contractor is required to submit the following Reports:
Subject:	Subject:
Frequency:	Frequency:
Location:	Method of Delivery:
	Delivery Address:

Payment (Clause 14)
Payment is to be enabled by CP&F.

Forms and Documentation	Supply of Hazardous Deliverables (Clause 9)
Forms can be obtained from the following websites: <a href="https://www.aof.mod.uk/aofcontent/tactical/toolkit">https://www.aof.mod.uk/aofcontent/tactical/toolkit</a> (Registration is required). <a href="https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing">https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing</a> <a href="https://www.dstan.mod.uk/">https://www.dstan.mod.uk/</a> (Registration is required).	A completed DEFFORM 68 and, if applicable, Safety Data Sheet(s) are to be provided by email with attachment(s) in Adobe PDF or MS WORD format to:
The MOD Forms and Documentation referred to in the Conditions are available free of charge from:  Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site Lower Arncott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)  Applications via email: <a href="mailto:DESLCSLS-OpsFormsandPubs@mod.uk">DESLCSLS-OpsFormsandPubs@mod.uk</a>	a. The Commercial Officer detailed in the Purchase Order, and  b. DSA-DLSR-MovTpt-DGHSIS@mod.uk
If you require this document in a different format (i.e. in a larger font) please contact the Authority's Representative (Commercial Officer), detailed below.	by the following date:  or if only hardcopy is available to the addresses below:  Hazardous Stores Information System (HSIS) Defence Safety Authority (DSA) Movement Transport Safety Regulator (MTSR) Hazel Building Level 1, #H019 MOD Abbey Wood (North) Bristol BS34 8QW



# Ministry of Defence

## PURCHASE ORDER

**Contract No:** HELSME/0002

**Contract Name:** Illuminated Panels

**Dated:** 8<sup>th</sup> June 2018

Supply the Deliverables described in the Schedule to this Purchase Order, subject to the attached MOD Terms and Conditions for Less Complex Requirements (up to £118,133) (Edn 02/18)

Contractor	Quality Assurance Requirement (Clause 9)
Name: Paramount Panels (UK) Registered Address: Mollison House Aden Road Enfield Middlesex EN3 7SY	AQAP 2110 Edn 3 NATO QA Requirements for Design, Development and Production (Edition D Version 1) Def Stan 05-57 Issue 6 Configuration Management of Defence Material Def Stan 05-61 Part 1 Issue 6 Concessions Def Stan 05-135 Avoidance of Counterfeit Material

Consignor (If different from Contractor's registered address)	Transport Instructions (Clause 10)
Name:  Address:	Select method of transport of Deliverables  To be Delivered by the Contractor <input checked="" type="checkbox"/> [Special Instructions]  To be Collected by the Authority <input type="checkbox"/> [Special Instructions]  Each consignment of the Deliverables shall be accompanied by a delivery note.

SC1A ITT Ref No HELSME/0002

## Ministry of Defence

**TENDER****To the Secretary of State for Defence (hereinafter called "the Authority")**

The undersigned Tenderer having read the Invitation to Tender – Less Complex Requirements – Non-Competitive Procurement and accompanying Terms and Conditions offers to supply the Deliverables (to the extent which the Authority may determine in ordering the Deliverables) at the price or prices and at the time or times stated and in accordance with any drawings and / or specifications stated in the Purchase Order and subject the above mentioned MOD Conditions.

The following additional information is provided:

<b>Notification of Inventions</b>	
Please state below details invention or design, other restriction and any allegation of infringement specified in Paragraph 12.b and 12.d (continue of a separate sheet if necessary).	
NA	
<b>The Montreal Protocol</b>	
Please state below details of the use of substances specified in Paragraph 13, or state "NIL RETURN" (continue on a separate sheet if necessary).	
NIL	
<b>Asbestos</b>	
By signing this Offer, the Contractor confirms that the Deliverables do not incorporate asbestos as specified in Paragraph 15	
<b>Premises where Contract will be performed (if applicable)</b>	
The Deliverables, or any part of them supplied under this Contract resulting from this tender will be manufactured and or bought in from premises detailed below: PARAMOUNT PANELS UK. MOLLISON HOUSE, ADEN ROAD, ENFIELD, MIDDX, EN3 7SY	
<b>Value of Tender (excluding VAT)</b>	
Total cost of Deliverables, including packaging, required computed at the Tenderer's quoted price	
Total value of tender (to be repeated below in WORDS)	£
(WORDS: )	
<b>Value Added Tax</b>	
If registered for Value Added Tax purposes, please insert	
a. Registration No	
b. Total amount of Value Added Tax payable on this tender (at current rate(s))	
<b>Transparency</b>	
Should the Tenderer be awarded a Contract resulting from this tender, it understands that the Authority may publish the content of the Contract to the general public. The Commercially Sensitive Information which forms part of the Purchase Order is completed to assist the Authority in applying the appropriate exemptions in the FOIA and the EIR.	
Dated this 14 day of June Year 2018	
Signature:	In the capacity of
	(State official position e.g. Director, Manager, Secretary etc.)
Name: (in BLOCK CAPITALS)	
duly authorised to sign this tender for and on behalf of:	
(Tenderer's Name)	PARAMOUNT PANELS UK