

OFFICIAL  
PURCHASE ORDER

Ref No: JSENS/00160

**SC1A PO**  
**(Edn 02/22)**

**Contract No:** 702983450 / JSENS/00160

**Contract Name:** Procurement of DJI Matrice 300 RTK UAS Assets

**Dated:** 22.02.22

Supply the Deliverables described in the Schedule to this Purchase Order, subject to the attached MOD Terms and Conditions for Less Complex Requirements the PCR 2015 threshold value of £138,760 (inc VAT).

Contractor	Quality Assurance Requirement (Clause 8)
Name: Heliguy  Unit 9 Jupiter Court Orion Business Park North Shields NE29 7SE	N/A

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.

Progress Meetings (Clause 13)	Progress Reports (Clause 13)
The Contractor shall be required to attend the following meetings:  Subject: N/A  Frequency:  Location:	The Contractor is required to submit the following Reports:  Subject: N/A  Frequency:  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 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:

<https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>

<https://www.dstan.mod.uk/>  
(Registration is required).

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 Arcott  
Bicester, OX25 1LP  
(Tel. 01869 256197 Fax: 01869 256824)

Applications via email:

[Leidos-FormsPublications@teamleidos.mod.uk](mailto:Leidos-FormsPublications@teamleidos.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.

a. The Commercial Officer detailed in the Purchase Order, and

b. [DESTech-QSEPEnv-HSISMulti@mod.gov.uk](mailto:DESTech-QSEPEnv-HSISMulti@mod.gov.uk)

by the following date: 10<sup>th</sup> March 2022

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

DEFFORM 111  
(Edn.05/19)

### Appendix - Addresses and Other Information

#### 1. Commercial Officer:

Name: [REDACTED]

Address: JSENS DT, Yew 0B #1045, MOD Abbey Wood, Bristol, BS34 8JH

Email: [REDACTED]

☎ [REDACTED]

#### 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

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

Name: [REDACTED]

Address: DE&S MOD Abbey Wood, Bristol, BS34 8JH

Email: [REDACTED]

☎ [REDACTED]

#### 9. Consignment Instructions:

The items are to be consigned as follows:

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

#### 3. Packaging Design Authority:

Organisation and point of contact:

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

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

A. **DSCOM**, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH  
[Air Freight Centre](#)

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**4. (a) Supply/Support Management Branch or Order Manager  
Branch/Name:****Box 2** (where no address is shown please contact the Project Team in Box 2)**(b) U.I.N.****5. Drawings/Specifications are available from:**

N/A

**6. Intentionally Left Blank****7. Quality Assurance Representative:****Box 2** (where no address is shown please contact the Project Team in Box 2)**AQAPS** and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.diif.r.mil.uk/> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed]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**B. JSCS**JSCS Helpdesk ☎ 01869 256052 (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  
DBS Finance  
Walker House, Exchange Flags  
Liverpool, L2 3YL

☎ 0151-242-2000 Fax: 0151-242-2809

**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:**[Leidos-FormsPublications@teamleidos.mod.gov.uk](mailto:Leidos-FormsPublications@teamleidos.mod.gov.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 Intranet site requests should be submitted through the Commercial Officer named in Section 1.

<b>Contractor Sensitive Information (Clause 5). Not to be published.</b> This list shall be agreed in consultation with the Authority and the Contractor and may be reviewed and amended by agreement. The Authority shall review the list before publication of any information.
Description of Contractor's Sensitive Information:
Cross reference to location of Sensitive Information:
Explanation of Sensitivity:
Details of potential harm resulting from disclosure:
Period of Confidence (if Applicable):
Contact Details for Transparency / Freedom of Information matters: Name: Position: Address: Telephone Number: E-mail Address:

Offer and Acceptance	
A) The Purchase Order constitutes an offer by the Contractor to supply the Deliverables. This is open for acceptance by the Authority for 10 (ten) 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 £138,760 (VAT. Inc)).  Name (Block Capitals): [REDACTED]  Position: ENTERPRISE ACCOUNT MANAGER For and on behalf of the Contractor  Authorised Signatory .....  Date: [REDACTED]	B) Acceptance  Name (Block Capitals): [REDACTED]  Position: DES JSENS-Comrcl2-2 For and on behalf of the Authority  Authorised Signatory .....  Date: [REDACTED]
<b>C) Effective Date of Contract: 30/03/2022</b>	

**SCHEDULE OF REQUIREMENTS FOR THE SUPPLY OF**

<b>Deliverables</b>									
<b>Item Number</b>	<b>MOD Stock Reference No.</b>	<b>Part No. (where applicable)</b>	<b>Specification</b>	<b>Consignee Address Code</b> (full address is detailed in DEFFORM 96)	<b>Packaging Requirements inc. PPQ and DofQ</b> (as detailed in DEFFORM 96)	<b>Delivery Date</b>	<b>Total Qty</b>	<b>Firm Price (£) Ex VAT</b>	
								<b>Per Item</b>	<b>Total inc. packaging (and delivery if specified in the Purchase Order)</b>
1			Provision & delivery of Item Serial (a), as described within the Statement of Work (SOW)			31/03/22	As described within SOW	[REDACTED]	[REDACTED]
2			Provision & delivery of Item Serials (b)-(k), as described within the Statement of Work (SOW)			31/03/22	As described within SOW	[REDACTED]	[REDACTED]
3			Provision & delivery of Item Serial (l), as described within the Statement of Work (SOW)			31/03/22	As described within SOW	[REDACTED]	[REDACTED]
4			1-Day SUA Handover Programme (delivered at Thorney Island), as described within the Statement of Work (SOW)			At a date agreeable with Supplier and User	1	[REDACTED]	[REDACTED]
5			2-Day Repairs Syllabus for up to x2 MOD candidates (To be delivered a Heliguy HQ), as described within the Statement of Work			At a date agreeable with Supplier and User	1	[REDACTED]	[REDACTED]
6			Supplier T&S in support of Line Items 4 & 5 – evidence required			As required	1	[REDACTED]	[REDACTED]
								<b>Total Firm Price</b>	<b>£110,280.82</b>

Item Number	Consignee Address (XY code only)