



Crown  
Commercial  
Service

**Technology Products 2 Agreement RM3733  
Framework Schedule 4 - Annex 1**

## **Order Form**

### **Reference DWPJY– CVID 200165 - TSG 1869 APM HPE Hardware**

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**  
Department for Work and Pensions

**Billing address**  
Your organisation's billing address - please ensure you include a postcode  
SSCL Accounts Payable Team, Room 6124, Tomlinson House, Norcross Blackpool, FY5 3TA

**Customer representative name**  
The name of your point of contact for this Order  
REDACTED

**Customer representative contact details**  
Email and telephone contact details for the Customer's representative  
REDACTED

### Supplier details

**Supplier name**  
The Supplier organisation name, as it appears in the Framework Agreement  
XMA

**Supplier address**  
Supplier's registered address  
XMA Head Office,  
7 Handley Page Way,  
Old Parkbury Lane, Colney Street,  
St. Albans, Hertfordshire,  
AL2 2DQ.

**Supplier representative name**  
The name of the Supplier point of contact for this Order  
REDACTED

**Supplier representative contact details**  
Email and telephone contact details of the supplier's representative  
REDCATED



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**Order reference number**

A unique number provided by the supplier at the time of quote

DWPJY - CVID 200165 – APM HPE Hardware – TSG 1869



## Section B Overview of the requirement

### Framework Lot under which this Order is being placed

Tick one box below as applicable

- |   |                                     |
|---|-------------------------------------|
| 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

Please provide a project reference, this will be used in management information provided by suppliers to assist CCS with framework management

DWP\_OPH\_DWPJY – CVID200165 – APM HPE Hardware – TSG 1869

### Call Off Commencement Date

The Call Off Commencement Date is the date on which the Call Off Contract is formed – this should be the date of the last signature on Section E of this Order Form

12/12/2019

### Call Off Contract Period (Term)

A period in Months which does not exceed 60 Months (5 years) - leave blank if this is a simple transactional Goods purchase. Where established as an initial and extension period complete the fields below

Call Off Initial Period 12 Months

Call Off Extension Period (Optional) Months  
Up to 48 months at 12 month intervals

### Specific Standards or compliance requirements

Include any conformance or compliance requirements with which the Goods and/or Services must meet

N/A



**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**  
As per Supplier's quotation

**Warranty Period, if applicable**  
The Warranty Period shall be the duration of any guarantee or warranty period the Supplier has received from the third party manufacturer or supplier.

**Location/Site(s) for Delivery**

Title to Goods is transferred to the Customer on payment to the Supplier in full (save in respect of software where title to the same shall remain at all times with the relevant licensor).



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**Dates for Delivery of the Goods and/or the Services**

**Assumed two to three weeks after the issue of the Purchase order to the Supplier.**

**Software** List product details under each relevant heading below

**Supplier Software**

N/A

**Third Party Software**

As per Supplier's quotation.

Third party software (if any) shall be licensed subject to the third party licensor's standard license terms which shall govern the supply, the Customer's use of and obligations relating to the software in their entirety and which shall prevail in the event of any conflict with the terms and conditions of this Call-Off Contract.

**Maintenance Agreement**

As per Supplier's quotation.

Third party services (if any) shall be supplied subject to the applicable third party's standard service terms.

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



<b>Alternative Clauses</b>	<b>Additional Clauses</b> Tick one box below as applicable	<b>Optional Clauses</b> Tick any applicable boxes below
Scots Law <input type="checkbox"/> Or Northern Ireland Law <input type="checkbox"/>	A: Termed Delivery – Goods <input type="checkbox"/> B: Complex Delivery – Solutions (includes Termed Delivery – Goods) <input type="checkbox"/> <b>NB Both of the above options            require an Implementation Plan            which should be appended to this            Order Form</b>	C: Due Diligence <input type="checkbox"/> D: Call Off Guarantee <input type="checkbox"/> E: NHS Coding Requirements <input type="checkbox"/> F: Continuous Improvement & Benchmarking <input type="checkbox"/> G: Customer Premises <input type="checkbox"/> H: Customer Property <input type="checkbox"/> I: MOD Additional Clauses <input type="checkbox"/>
Non-Crown Bodies <input type="checkbox"/> Non-FOIA Public Bodies <input type="checkbox"/>		

**Items licensed by the Customer to the Supplier (including any Customer Software, Customer Background IPR and Customer Data)**

List below  
N/A

**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)**

1. The Call Off Charges are as per Supplier quotation - £322,608.78 (exc VAT £64,521.76)
2. The Supplier shall submit invoices directly to the billing address as per the Customer's order.
3. The Customer will only pay for good received at specified delivery sites as per instructions at Section C locations/sites for Delivery.

**ACTUAL QUOTE DETAIL REDACTED**

**Is a Financed Purchase Agreement being used?** n/a  
 If so, append to Call Off Schedule 2 as Annex A  
 Tick as required

**Estimated Year 1 Call Off Contract Charges (£)** n/a  
 For Orders with a defined Call Off Contract Period



## 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

Any information that the Supplier considers sensitive for the duration of an awarded Call Off Contract

Supplier's pricing and/or any Supplier specific solution(s)

### Total contract value

Please provide the total contract value (for the Call Off Initial Period) as detailed in your response to the Customer's statement of requirements

£322,608.78 (exc VAT £64,521.76)

### Termination without cause

For the purpose of Clause 21.2 of the Call Off Terms 'Termination Without Cause', the Customer shall not terminate this Call Off Contract without cause once the PO has been issued and the goods have been ordered.

## 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	REDACTED
Job role/title	OPERATIONS DIRECTOR



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Signature	<b>REDACTED</b>
Date	<b>11 DECEMBER 2019</b>

**For and on behalf of the Customer**

Name	<b>REDACTED</b>
Job role/title	<b>COMMERCIAL LEAD</b>
Signature	<b>REDACTED</b>
Date	<b>16 DECEMBER 2019</b>