



Ministry  
of Defence

**PURCHASE ORDER**

**Contract No:**

**Contract Name:** Provision of Mobile SIM Cards for British Forces Gibraltar

**Dated:** 19 April 2021

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 £122,979).

<b>Contractor</b>	<b>Quality Assurance Requirement (Clause 8)</b>
Name: Gibtelecom Limited  Registered Address: 5 John Mackintosh Square, Gibraltar GX11 1AA	

<b>Consignor (if different from Contractor's registered address)</b>	<b>Transport Instructions (Clause 10)</b>
Name:  Address:	Select method of transport of Deliverables  To be Delivered by the Contactor <input 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)
<p>The Contractor shall be required to attend the following meetings:</p> <p>Subject: NA</p> <p>Frequency:</p> <p>Location:</p>	<p>The Contractor is required to submit the following Reports:</p> <p>Subject: NA</p> <p>Frequency:</p> <p>Method of Delivery:</p> <p>Delivery Address:</p>

Payment (Clause 14)
<p>Payment is to be enabled by CP&amp;F.</p>

Forms and Documentation	Supply of Hazardous Deliverables (Clause 9)
<p>Forms can be obtained from the following websites:</p> <p><a href="https://www.aof.mod.uk/aofcontent/tactical/toolkit">https://www.aof.mod.uk/aofcontent/tactical/toolkit</a> (Registration is required).</p> <p><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></p> <p><a href="https://www.dstan.mod.uk/">https://www.dstan.mod.uk/</a> (Registration is required).</p> <p>The MOD Forms and Documentation referred to in the Conditions are available free of charge from:</p> <p>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)</p> <p>Applications via email: <a href="mailto:DESLCSLS-OpsFormsandPubs@mod.uk">DESLCSLS-OpsFormsandPubs@mod.uk</a></p> <p>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.</p>	<p>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:</p> <p>a. The Commercial Officer detailed in the Purchase Order, and</p> <p>b. <a href="mailto:DSA-DLSR-MovTpt-DGHSIS@mod.uk">DSA-DLSR-MovTpt-DGHSIS@mod.uk</a></p> <p>by the following date: NA</p> <p>or if only hardcopy is available to the addresses below:</p> <p>Hazardous Stores Information System (HSIS) Defence Safety Authority (DSA) Movement Transport Safety Regulator (MTRSR) Hazel Building Level 1, #H019 MOD Abbey Wood (North) Bristol BS34 8QW</p>

Appendix - Addresses and Other Information

**1. Commercial Officer**

Name Susan Ray

Address:

Email:

☎ 2005 5031

**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)

As detailed in Annex A to Schedule of Requirements.

**9. Consignment Instructions**

The items are to be consigned as follows:

NA

**3. Packaging Design Authority**

Organisation & point of contact:  
NA

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

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**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  
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 No. 01869 256052 (select option 2, then option 3)  
JSCS Fax No. 01869 256837  
Users requiring an account to use the MOD Freight Collection Service should contact [DESWATERGUARD-ICS-Support@mod.gov.uk](mailto:DESWATERGUARD-ICS-Support@mod.gov.uk) in the first instance.

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

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**(b) U.I.N.**

**5. Drawings/Specifications are available from**

NA

**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>

**6. Intentionally Blank**

**12. Forms and Documentation are available through \*:**

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 fax or email:** [DESLCSLS-OpsFormsandPubs@mod.uk](mailto:DESLCSLS-OpsFormsandPubs@mod.uk)

**7. Quality Assurance Representative:**

Name: NA

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

**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].

**\* 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.**

Contractor Commercially Sensitive Information (Clause 5). Not to be published.
Description of Contractor's Commercially 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	
<p>A) The Purchase Order constitutes an offer by the Authority. This is open for acceptance by the Contractor for 10 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 £122,979).</p> <p>Name (Block Capitals): SUSAN RAY</p> <p>Position: PJOBS Senior Commercial Manager</p> <p>For and on behalf of the Authority</p> <p>Authorised Signatory .....</p> <p>Date: 19 April 2021</p>	<p>B) Acceptance</p> <p>Name (Block Capitals):</p> <p>Position:</p> <p>For and on behalf of the Authority</p> <p>Authorised Signatory .....</p> <p>Date:</p>
<p>C) <b>Effective Date of Contract:</b> 01 May 21</p>	

**THE SUPPLY OF MOBILE SIM CARDS**

Deliverables									
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 Order)
1A			Mini Plan Sim Card for HQBF in accordance with Annex A to this Schedule of Requirements				78	<b>REDACTED</b>	
1B			Voice, SMS & MMS Messaging and a GPRS Services for HQBF						
1C			12G Package for HQBF in accordance with Annex A to this Schedule of Requirements; including Voice, SMS & MMS Messaging and a GPRS Service				38		
2A			Mini Plan Sim Card for DIO in accordance with Annex A to this Schedule of Requirements				10		
2B			Voice, SMS & MMS Messaging and a GPRS Services for DIO						
2C			Midi Data Package for DIO in accordance with Annex A to this Schedule of Requirements; including Voice, SMS & MMS Messaging and a GPRS Service				10		
3A			Mini Plan Sim Card for ISS in accordance with Annex A to this Schedule of Requirements				33		
3B			Voice, SMS & MMS Messaging and a GPRS Services for ISS						
3C			Midi Data Package for ISS in accordance with Annex A to this Schedule of Requirements; including				3		

			Voice, SMS & MMS Messaging and a GPRS Service					
5			Provision of a Gibtelecom Reload card for HQBF				As Required	

**Annex A to Schedule of Requirements**

Organisation	HQBF	DIO	ISS
Number of SIMs	116	20	36
Current Phone Numbers	REDACTED		
Current Account Details			
Account Number			
Demanding Authority			