

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

Order Form for:

REDACTED EUC Smartphone and Desktop Peripheral's

CALL-OFF REFERENCE: **REDACTED**

THE BUYER: **The Secretary of State for the Home Department**

BUYER ADDRESS 2 Marsham Street, London, SW1 4DF.

THE SUPPLIER: British Telecommunications PLC

SUPPLIER ADDRESS: 1 Braham Street, London,
United Kingdom, E1 8EE

REGISTRATION NUMBER: **REDACTED**

DUNS NUMBER: **REDACTED**

SID4GOV ID: **REDACTED**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated **12th of December 2024**.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 2 Hardware where applicable to include:

1. End user devices such as:
 - USB Cables,
 - Desktops,
 - Smart phones / mobiles,
 - Bluetooth / Wired Headsets,
 - USB mice,
 - Desk Phones,
 - PSU adaptors

For a more detailed breakdown / list please refer to Appendix D.

2. Device as a service (for example, outsourcing hardware and device management).
3. Infrastructure as a service (for example, storage and networking resource on a pay as you use type basis).
4. Infrastructure hardware such as servers, data centres, hubs, routers, and switches.
5. Consumables such as cabling, connectors, data storage and memory sticks
6. Peripheral equipment such as keyboards, mouse, screens and monitors.
7. Other technology hardware relating to audio visual, radio, sensors, networking and security.

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM6098
3. Framework Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6098
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules for RM6098
 - ✓ **Call Off Schedule 6 (ICT Services)**
 - ✓ **Appendix A: Hardware Specification.**
 - ✓ **Appendix B & C: Suppliers response to all “Mandatory” questions including “Social Value”.**

- ✓ **Appendix D: Suppliers pricing schedule** (Prices to be fixed for a minimum of 2+1 years).

5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
6. Joint Schedule 5 (Corporate Social Responsibility) RM6098
7. Call-Off Schedule 4 (Call-Off Tender)

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

The following Special Terms are incorporated into this Call-Off Contract:

[None]

CALL-OFF START DATE:	12th of December 2024
CALL-OFF EXPIRY DATE:	12th of December 2026
CALL-OFF INITIAL PERIOD:	2 Years
CALL-OFF OPTIONAL EXTENSION	1x 12 Months

CALL-OFF DELIVERABLES

- ✓ **Appendix A: Hardware Specification.**
- ✓ **Appendix B & C:** Suppliers response to all “Mandatory” questions including “Social Value”.
- ✓ **Appendix D: Suppliers pricing schedule** (Prices to be fixed for a minimum of 2+1 years).
- ✓ **Appendix E: Tender Clarifications**
- ✓ **BT’s proposed brands and model list**

REDACTED

Call Off contract reference number **REDACTED** applies.

LOCATION FOR DELIVERY

To be confirmed by the business and upon issuing of the Purchase Order.

DATES FOR DELIVERY

As per the Purchase Order details.

TESTING OF DELIVERABLES

Testing: If a device or product that you have proposed becomes EOL. The Home Office would expect the supplier to provide a replacement device which must comply or exceed the original specification as per "Appendix A". It is the responsibility of the supplier to complete their diligence before proposing a device or product for this contract.

The Authority will also need to test any successor devices prior to any acceptance or replacement item. Prices cannot be amended or increased and must be fixed from the start of the agreement and for the full contract term of a 2+1 duration.

REDACTED

All the proposed hardware will be subject to testing as per the specification as specified in appendix A. Devices will be subject to testing integration to our estate and checking for manageability and compliance requirements. Any equipment requested for testing should be delivered to the following Home Office location.

(FAO **REDACTED**)

REDACTED

WARRANTY PERIOD

All proposed hardware must have a supportable life span of 60 months or more and include a 3-year extended warranty (Desktops and Smartphones only).

Note: If the specific model is no longer available, under warranty process, any replacement device must comply with or exceed the original specification. The Authority will also need to test any successor devices prior to acceptance.

Warranty will be supported by the OEM.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is Estimated Charges in the first 12 months of the Contract. The Buyer must always provide a figure here £ **REDACTED** Excludes VAT.

CALL-OFF CHARGES

- ✓ As per the quoted prices – Appendix D: Suppliers pricing schedule (Prices to be fixed for a minimum of 2+1 years).
- First year spend based on committed volumes £ **REDACTED**
- Second year spend based on estimated un-committed volumes £ **REDACTED**
- Total charges for 2year contract £ **REDACTED** total of committed and uncommitted.

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

***Break down of hardware and BT proposed prices are as follows:**

Please refer to BT's proposed prices below in Appendix D.

RM6098 Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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REDACTED

REDACTED

The above unit pricing applies to the committed and uncommitted quantities through out the contract duration as specified in appendix D. For quantities outside of this initial volume of the committed and uncommitted amounts revised pricing may apply.

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

BACS payment method on presentation of valid invoices with Authorities Purchase Order number. All invoices must include a purchase order number and Contract Reference of **REDACTED** EUC Smartphone and Desktop Peripheral's.

BUYER'S INVOICE ADDRESS:

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

BUYER'S ENVIRONMENTAL POLICY

<https://www.gov.uk/government/publications/greeninggovernment-commitments-2016-to-2020/greening-government-commitments-2016-to-2020>

BUYER'S SECURITY POLICY



Home Office
Security Policy for C

<https://www.gov.uk/government/publications/cyber-essentials-scheme-overview>

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

PROGRESS REPORT FREQUENCY

- ✓ On the first Working Day of each calendar month
- ✓ All reporting including KPI's for Social Value must be directed to **REDACTED**
REDACTED and **REDACTED**

PROGRESS MEETING FREQUENCY

- ✓ Quarterly on the first Working Day of each quarter.

KEY STAFF

REDACTED

KEY SUBCONTRACTOR(S)

- Not Applicable

COMMERCIALLY SENSITIVE INFORMATION

- All information detailed in the section 'CALL-OFF CHARGES' of this call-off contract and all information pertaining to supplier pricing is considered commercially sensitive information.

SERVICE CREDITS

- Not Applicable

ADDITIONAL INSURANCES

- Not applicable

GUARANTEE

- Not applicable

SOCIAL VALUE COMMITMENT

- Appendix B & C: As per BT's response to all "Mandatory" questions including "Social Value".

Theme 2 Tackling economic inequality (MAC 3.5 Cyber Security Risks).

- ✓ Evidence of engaging with the supply chain to identify and build resilience against cyber security risks.
- ✓ Evidence of actions to be taken to actively raise cyber security awareness.

Theme 3 Fighting Climate Change (MAC 4.1 Environmental Benefits

- ✓ Evidence of supplier actions and aims to increase transparency for climate change issues within their supply chain.
- ✓ Evidence of actions / strategy the supplier will deliver to address climate change associated for this contract?
- ✓ Availability of high-level risk plan for this contract and showing how the suppliers organisation would identify climate change risks and including mitigating actions.

For and on behalf of the <u>Supplier</u> :		For and on behalf of the <u>Buyer</u> :	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Job Title:	REDACTED	Job Title:	REDACTED
Date:	12/12/2024	Date:	