

## Order Form

**Framework agreement reference: SBS / 19 / AB / WAB / 9411**

<b>Date of order</b>	09/02/2022	<b>Order Number</b>	<b>DDaT22050</b> To be quoted on all correspondence relating to this Order
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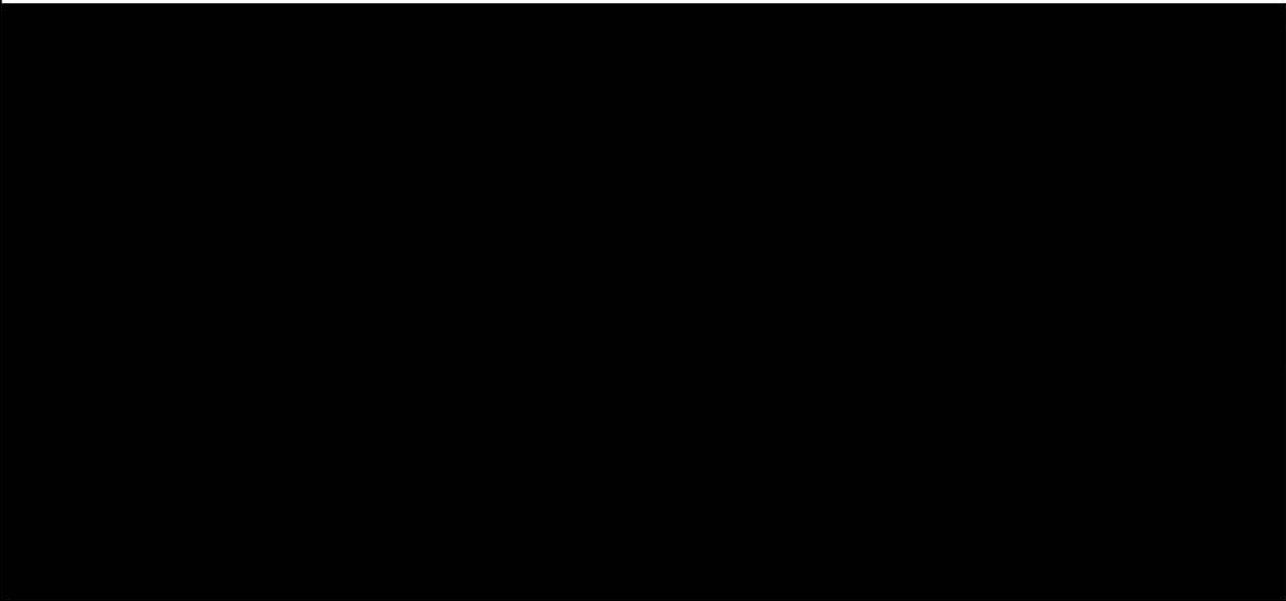
**FROM**

<b>Customer</b>	<b>UK Research and Innovation (UKRI) "Customer"</b>
<b>Customer's Address</b>	Science and Technology Facilities Council Rutherford Appleton Laboratory Harwell Oxford OX11 0QX United Kingdom
<b>Invoice Address</b>	SCIENCE AND TECHNOLOGY FACILITIES COUNCIL / UKRI ACCOUNTS PAYABLE [REDACTED] c/o UK Shared Business Services Polaris House, North Star Avenue Swindon, Wiltshire SN2 1UH United Kingdom
<b>Contact Ref:</b>	<b>Name:</b> [REDACTED]  <b>Address:</b> Science and Technology Facilities Council Rutherford Appleton Laboratory Harwell Oxford OX11 0QX United Kingdom  <b>e-mail:</b> [REDACTED]

**TO**

<b>Supplier</b>	<b>Softcat plc</b> "Supplier"
<b>Supplier's Address</b>	Fieldhouse Lane, Marlow, Bucks, SL7 1LW
<b>Account Manager</b>	<b>Name:</b> [REDACTED] <b>e-mail:</b> [REDACTED]

<b>1. TERM</b>
<b>(1.1) Commencement Date</b> This contract will commence on Thursday 10 <sup>th</sup> February 2022
<b>(1.2) Expiry Date</b> The Contract shall expire on the Thursday 9 <sup>th</sup> February 2023

<b>2. GOODS AND SERVICES REQUIREMENTS</b>
<b>(2.1) Goods and/or Services</b> <b>Goods -</b> 
The total value of this Call-Off Contract is £23,977.44 excluding VAT.

<b>(2.2) Premises</b> N/A
<b>(2.3) Lease/ Licenses</b> N/A
<b>(2.4) Standards</b> N/A
<b>(2.5) Security Requirements</b> <b>Security Policy</b> N/A <b>Additional Security Requirements</b>

N/A
<b>Processing personal data under or in connection with this contract</b>
No
<b>(2.6) Exit Plan (where required)</b>
No
<b>(2.7) Environmental Plan</b>
No

<b>3. SUPPLIER SOLUTION</b>
<b>(3.1) Supplier Solution</b>
N/A
<b>(3.2) Account structure including Key Personnel</b>
<b>Customer:</b> [REDACTED]
<b>Supplier:</b> [REDACTED]
<b>(3.3) Sub-contractors to be involved in the provision of the Services and/or Goods</b>
N/A
<b>(3.4) Outline Security Management Plan</b>
N/A
<b>(3.5) Relevant Convictions</b>
N/A
<b>(3.6) Implementation Plan</b>
N/A

<b>4. PERFORMANCE QUALITY</b>
<b>(4.1) Key Performance Indicators</b>
N/A
<b>(4.2) Service Levels and Service Credits</b>
When providing the Goods and/or Services, the Supplier shall as a minimum ensure that it achieves the following service levels:

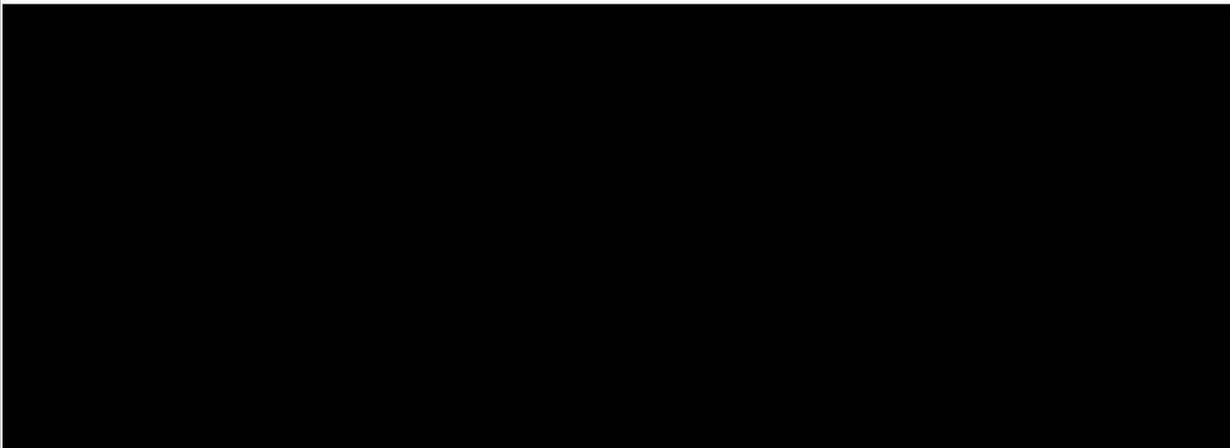
If the level of performance of the Supplier during the Contract Period:

- (i) fails to achieve a Service Level in respect of each element of the Service, then the Customer shall be entitled to deduct the Service Credits from the Contract Price; and/or
- (ii) constitutes a Critical Service Failure, the Customer shall be entitled to terminate this Contract.

**5. PRICE AND PAYMENT**

**(5.1) Contract Price payable by the Customer in accordance with the commercial schedule set out in the framework agreement (including applicable discount but excluding VAT), payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS))**

The total value of this Call-Off Contract is £23,977.44 excluding VAT.



**(5.2) Invoicing and Payment**

The Supplier shall issue invoices in arrears. The Customer shall pay the Supplier within thirty (30) days of receipt of a Valid Invoice, submitted in accordance with this paragraph 5.2, the payment profile set out in paragraph 5.1 above and the provisions of the Contract.

Please ensure that the Purchase Order number is quoted on all invoicing. Invoices to be submitted to: UK Shared Business Services, Polaris House, Swindon, Wiltshire, SN2 1FF. Emails sent to: [finance@uksbs.co.uk](mailto:finance@uksbs.co.uk).

**6. SUPPLEMENTAL AND/OR ADDITIONAL CLAUSES**

**(6.1) Supplemental requirements**

N/A

**BY SIGNING AND RETURNING THIS ORDER FORM THE SUPPLIER AGREES** to enter a legally binding contract with the Customer to provide the Goods and/or Services. The Parties hereby acknowledge and agree that they have read the NHS Conditions of Contract for purchase of Goods and/or Services and by signing below agree to be bound by the terms of this Contract.

**For and on behalf of the Supplier:**

Name and Title	[Redacted]
Signature	[Redacted]
Date	10/02/2022

**Signed for and on behalf of UK Research and Innovation by its authorised representative:**

Name and Title	[Redacted] Manager
Signature	[Redacted]
Date	10/02/2022