**PURCHASE ORDER**

**SC1A PO**

**(Edn 12/21)**

**Contract No:** 702381450

**Contract Name:** Project Senate Scorpio

**Dated:** 02/02/2022

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).

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| **Contractor** | **Quality Assurance Requirement (Clause 8)** |
| Name:  Dialogue Leadership  Registered Address:  [REDACTED] | [@Other Quality Assurance Requirements@] |

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| **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  [Special Instructions]    To be Collected by the Authority  [Special Instructions]    Each consignment of the Deliverables shall be accompanied by a delivery note. |

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| **Progress Meetings (Clause 13)** | **Progress Reports (Clause 13)** |
| The Contractor shall be required to attend the following meetings:  Subject: As required by the Authority  Frequency:  Location: | The Contractor is required to submit the following Reports:  Subject: As required by the Authority  Frequency:  Method of Delivery:  Delivery Address: |

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| **Payment (Clause 14)** |
| **Payment is to be enabled by CP&F.** |

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| **Forms and Documentation** | **Supply of Hazardous Deliverables (Clause 9)** |
| Forms can be obtained from the following websites:  <https://www.aof.mod.uk/aofcontent/tactical/toolkit>  (Registration is required).  <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 Arncott  Bicester, OX25 1LP  (Tel. 01869 256197 Fax: 01869 256824)  Applications via email:  [DESLCSLS-OpsFormsandPubs@mod.uk](mailto:DESLCSLS-OpsFormsandPubs@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 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:  a. The Commercial Officer detailed in the Purchase Order, and  b. [DSA-DLSR-MovTpt-DGHSIS@mod.uk](mailto:DSA-DLSR-MovTpt-DGHSIS@mod.uk)  by the following date:  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 |

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| **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:** |
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| **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       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).  Name (Block Capitals):  Position:  For and on behalf of the Contractor  Authorised Signatory ………………………………..  Date: | B) Acceptance  Name (Block Capitals):  Position:  For and on behalf of the Authority  Authorised Signatory ………………………………..  Date: |
| **C) Effective Date of Contract:** 02/02/2022 to 31/07/2022 | |

**SCHEDULE OF REQUIREMENTS FOR SENATE SCORPIO**

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| **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)** |
|  |  |  | **See Annex A and Annex B to SC1A** |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  | **Total Firm Price** | £88,240 |

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| **Item Number** | **Consignee Address (XY code only)** |
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