



Ministry of Defence

PURCHASE ORDER

Contract No: NBCPB/00020

Contract Name: A Framework Agreement to provide a maintenance and support service for a Ministry of Defence owned Portable Pilotage System at HMNB Portsmouth

Dated:

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 £106,047).

Contractor	Quality Assurance Requirements (Clause 8)
<p>Name: INSHORE SYSTEMS LTD</p> <p>Registered Address: C/O PWB ACCOUNTANCY SERVICES LTD HALT VIEW 80 CHESTERTON LANE CIRENCESTER GL7 1YD</p>	<p>NONE</p>
Consignor (if different from Contractor's registered address)	Transport Instructions (Clause 10)
<p>Name: Inshore Systems Ltd</p> <p>Address: (until 30/07/18) Lime Tree, New Passage, BRISTOL BS35 4NG (from 01/08/18) 1A Market Lane, MALMESBURY SN15 9BQ</p>	<p>Select method of transport of Deliverables</p> <p>To be Delivered by the Contactor <input checked="" type="checkbox"/> [Special Instructions]</p> <p>To be Collected by the Authority <input type="checkbox"/></p> <p>Special Instructions] In accordance with the Schedule of Requirements</p>

Progress Meetings (Clause 13)	Progress Reports (Clause 13)
<p>The Contractor shall be required to attend the following meetings:</p> <p>Subject: N/A</p> <p>Frequency: N/A</p> <p>Location: N/A</p>	<p>The Contractor is required to submit the following Reports:</p> <p>Subject: N/A</p> <p>Frequency: N/A</p> <p>Method of Delivery: N/A</p> <p>Delivery Address: N/A</p>
Forms and Documentation	Supply of Hazardous Deliverables (Clause 9)
<p>Forms can be obtained from the following websites:</p> <p>https://www.aof.gov.uk/acquisition-operating-framework/content/tactical/toolkit/index.htm (Registration is required).</p> <p>https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing</p> <p>https://www.dstan.mod.uk (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 Arncliff Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)</p> <p>Applications via email:</p> <p>DESLCSLS-OpsFormsandPubs@mod.uk</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. DSA-DLSR-MovTpt-DGHSIS@mod.uk</p> <p>by the following date:</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 (MTSR) Hazel Building Level 1, #H019 MOD Abbey Wood (North) Bristol BS34 8QW</p>

Appendix - Addresses and Other Information

1. Commercial Officer:

Name: DES Ships Comrcl NBCP2a

Address:
Room 245, Victory Building, HMNB Portsmouth, PORTSMOUTH, PO1 3LS

Email: [REDACTED]

☎ 023927 24010

2. Project Manager, Equipment Support Manager or PT Leader
(from whom technical information is available):

Name: NAVY NBCP-COB QHM QECP

Address:
5th Floor, Semaphore Tower, HMNB Portsmouth, PO1 3LT

Email: [REDACTED]

☎ 02392 720110

3. Packaging Design Authority:

Organisation and point of contact:

N/A

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

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

N/A

**(b) U.I.N.****5. Drawings/Specifications are available from:**

As Box 2

6. Intentionally Left Blank**7. Quality Assurance Representative:**

N/A

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]**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 53972. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD
☎ 44 (0) 161 233 5394**9. Consignment Instructions:**

The items are to be consigned as follows:

As detailed in the Schedule of Requirements

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 8JHAir 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. JSCSJSCS Helpdesk ☎ 01869 256052 (option 2, then option 3); JSCS Fax No 01869 256837 www.freightcollection.com**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>**12. Forms and Documentation are available through*:**

Ministry of Defence, Forms and Pubs Commodity Management

PO Box 2, Building C16, C Site

Lower Arnclott

Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)

Applications via fax or email: DESLSLS-OpFormsandPubs@mod.uk*** 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 Intranet site requests should be submitted through the Commercial Officer named in Section 1.

Contractor’s Commercially Sensitive Information (Clause 4). Not to be Published

Description of Contractor’s Commercially Sensitive Information: NONE

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 for the Contractor to supply the Deliverables. This is open for acceptance by the Authority for 7 days from the date of signature.</p> <p>Name (Block Capitals): ██████████</p> <p>Position: DES Ships Comrcl-NBCP-2</p> <p>For and on behalf of the Authority:</p> <p>Authorised Signatory</p> <p>Date: 11/07/18</p>	<p>B) Acceptance. By signing the Purchase Order the Contractor agrees to be bound by the attached Terms and Conditions for Less Complex requirements (up to £106,047)</p> <p>Name (Block Capitals): ██████████</p> <p>Position: Director</p> <p>For and on behalf of the Contractor:</p> <p>Authorised Signatory</p> <p>Date: 12/07/18</p>
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C) **Effective Date of Contract:** Date of Acceptance by the Contractor

SCHEDULE OF REQUIREMENTS NBCPB/00020 FOR THE SUPPLY OF A Framework Agreement to provide a maintenance and support service for a Ministry of Defence owned Portable Pilotage System at HMNB Portsmouth

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)
1	N/A	N/A	Provision of hardware and software maintenance and support in accordance with Statement of Requirement for the Portable Pilotage System at HMNB Portsmouth from the Effective Date of Contract to 31 March 2022	XY	00	As detailed in the Statement of Requirement	1	[REDACTED]	[REDACTED]
2	N/A	N/A	Supply and installation, within less than 8 weeks of the Effective Date of Contract, at Semaphore Tower, of: a. 4G router and data SIM card to provide remote access and support (for routine and ad-hoc remote support and chart/software updates) b. Uninterruptable power supply (UPS) to the RTK base station	XY	00	As detailed in the Statement of Requirement	1	[REDACTED]	[REDACTED]

3	N/A	N/A	Additional (to Item 1) a. on-site support as requested by the Authority: Call-out and hourly rate per person inclusive of travel and subsistence (working hours only) b. Repair/replacement of all faulty equipment as authorised by the Authority in accordance with Terms & Conditions Paragraph 21.1.d from the Effective Date of Contract to 31 March 2022	XY	00	As detailed in Demand Order Form for Contractor Deliverables	1	[REDACTED]	[REDACTED]
								Total Firm Price Items 1 and 2 Item 3	[REDACTED] £36,854.36 To be agreed in accordance with DefCon 127

Item Number	Consignee Address (XY code only)
1	QHM, Semaphore Tower, HM Naval Base, Portsmouth, Hants, GB, PO1 3LU

