



Crown
Commercial
Service

**Technology Products 2 Agreement RM3733
Framework Schedule 4 - Annex 1**

Order Form

In this Order Form, capitalised expressions shall have the meanings set out in Call Off Schedule 1 (Definitions), Framework Schedule 1 or the relevant Call Off Schedule in which that capitalised expression appears.

The Supplier shall supply the Goods and/or Services specified in this Order Form to the Customer on and subject to the terms of the Call Off Contract for the duration of the Call Off Period.

This Order Form should be used by Customers post running a Further Competition Procedure under the Technology Products 2 Framework Agreement ref. RM3733.

The Call Off Terms, referred to throughout this document, are available from the Crown Commercial Service website at <http://ccs-agreements.cabinetoffice.gov.uk/contracts/rm3733>



Section A General information

This Order Form is issued in accordance with the provisions of the Technology Products 2 Framework Agreement RM3733.

Customer details

Customer organisation name

Department for Work & Pensions

Billing address

Department for Work and Pensions, PO Box 406SSCL, Phoenix House, Celtic Springs Business Park, Newport, NP10 8FZ

Customer representative name

The name of your point of contact for this Order

[redacted]

Customer representative contact details

Email and telephone contact details for the Customer's representative

[redacted]

Supplier details

Supplier name

The Supplier organisation name, as it appears in the Framework Agreement

Comparex Ltd.

Supplier address

Supplier's registered address

COMPAREX UK Limited, The Hawk Creative Business Park, The Hawkhills Estate, Easingwold, York, YO61 3FE

Supplier representative name

The name of the Supplier point of contact for this Order

[redacted]

Supplier representative contact details

Email and telephone contact details of the supplier's representative

[redacted]

Order reference number

A unique number provided by the supplier at the time of quote

N/A



Section B Overview of the requirement

Framework Lot under which this Order is being placed

Tick one box below as applicable

- | | |
|---|-------------------------------------|
| 1. HARDWARE | <input type="checkbox"/> |
| 2. SOFTWARE | <input checked="" type="checkbox"/> |
| 3. COMBINED SOFTWARE AND HARDWARE REQUIREMENTS | <input type="checkbox"/> |
| 4. INFORMATION ASSURED PRODUCTS | <input type="checkbox"/> |
| 5. VOLUME HARDWARE REQUIREMENTS (DIRECT FROM OEM) | <input type="checkbox"/> |

Customer project reference

Please provide a project reference, this will be used in management information provided by suppliers to assist CCS with framework management

Project 20374

Call Off Commencement Date

The Call Off Commencement Date is the date on which the Call Off Contract is formed – this should be the date of the last signature on Section E of this Order Form

[Click here to enter a date.](#)

Call Off Contract Period (Term)

A period in Months which does not exceed 60 Months (5 years) - **leave blank if this is a simple transactional Goods purchase.** Where established as an initial and extension period complete the fields below

36 months

Call Off Initial Period Months

36 months

Call Off Extension Period (Optional) Months

[Click here to enter text.](#)

Specific Standards or compliance requirements

Include any conformance or compliance requirements with which the Goods and/or Services must meet

The Customer does not intend to place a single purchase order to cover entire licence, support and professional services requirement. This order is intended to set out the basis and standards of the service through which future requests will operate. All transactions will remain subject to the level of governance appropriate to its value, and purchase orders placed on a transaction by transaction basis. Separate orders will be placed and purchase orders raised in relation to each software/software support requests.



Section C Customer Core Goods and/or Services Requirements

Please provide details of all Goods and/or Services required (including any items which are considered business critical) including the locations where the supplier will be required to deliver the service/s Ordered.

Goods and/or Services

[redacted]

Comparex will provide adhoc professional services and training to support the deployment of the software in accordance no more [redacted] per day.

* Expenses with be capped in accordance with the DWP Policy below and are subject to final approval from the Buyer

Expense Type	Conditions/Category	Rate as at: 27th February 2017
Subsistence (including joint purchase of food and drink) & Travel	Day meals - 1 meal over 5 hours	up to £5.00
	Day meals - 2 meals over 10 hours	up to £10.00
	Day meals - 3 meals over 12 hours	up to £15.00
	Overnight Evening Meal	up to £20.00
	Cheapest fixed train ticket were certainty can be applied	
	Taxi only where heavy luggage or necessary use is approved in advance	
Mileage rates (amount per mile)	Higher standard rate (up to 1,000 miles)	£0.45
	Lower standard rate (if one journey is beyond 100 miles or 1000 miles has been exceeded)	£0.25
	Motor cycle	£0.24
	Passenger supplement (per passenger)	£0.02
Hotel room limit per night	Within London	Rest of country
	£130	£80

Warranty Period, if applicable

As per NICE License terms and conditions.

Location/Site(s) for Delivery



N/A

Dates for Delivery of the Goods and/or the Services

N/A

Software List product details under each relevant heading below

Supplier Software

The following NICE
Subscription Licenses:

- Attended Robots

Third Party Software

Not applicable.

Include license or link in Call Off
Schedule 3

Maintenance Agreement

[redacted]

Include terms or link in Call Off
Schedule 3

Additional Clauses (see Annex 3 of Framework Schedule 4) Tick as required

Alternative Clauses

Scots Law
Or

Northern Ireland Law

Non-Crown Bodies

Non-FOIA Public
Bodies

Additional Clauses

Tick one box below as applicable

A: Termed Delivery – Goods

B: Complex Delivery – Solutions
(includes Termed Delivery – Goods)

**NB Both of the above options
require an Implementation Plan
which should be appended to this
Order Form**

Optional Clauses

Tick any applicable boxes below

C: Due Diligence

D: Call Off Guarantee

E: NHS Coding
Requirements

F: Continuous Improvement
& Benchmarking

G: Customer Premises

H: Customer Property

I: MOD Additional Clauses

Items licensed by the Customer to the Supplier (including any Customer Software, Customer Background IPR and Customer Data)

List below

Click here to enter text.

Call Off Contract Charges payable by the Customer to the Supplier (including any applicable Milestone Payments and/or discount(s), but excluding VAT) and payment terms/profile including method of payment (e.g. Government Procurement Card (GPC) or BACS)

[redacted]

Is a Financed Purchase Agreement being used?

Tick as required

If so, append to Call Off Schedule 2 as Annex A



Estimated Year 1 Call Off Contract Charges (£)

For Orders with a defined Call Off Contract Period

[Click here to enter text.](#)

Section D Supplier response

Suppliers - use this section to provide any details that may be relevant in the fulfilment of the Customer Order

Commercially Sensitive information

Any information that the Supplier considers sensitive for the duration of an awarded Call Off Contract
Supplier Mark Up applied under this Order Form.
Software Licence and professional services charges.

Total contract value

The Total contract value of this Order Form shall not exceed £3,000,000 (three million pounds) exclusive of VAT during the Term of this Order Form.



Section E Call Off Contract award

This Call Off Contract is awarded in accordance with the provisions of the Technology Products 2 Framework Agreement RM3733.

The Supplier shall supply the Goods and/or Services specified in this Order Form to the Customer on and subject to the terms of this Order Form and the Call Off Terms (together referred to as “the Call Off Contract”) for the duration of the Call Off Contract Period.

SIGNATURES

For and on behalf of the Supplier

Name	[redacted]
Job role/title	Key Account Manager
Signature	
Date	20/12/17

For and on behalf of the Customer

Name	[redacted]
Job role/title	Commercial Manager
Signature	
Date	20/12/17