



Crown  
Commercial  
Service

**ITT\_106: DHSC Supply of Laptops  
Technology Products 2 Agreement RM3733  
Framework Schedule 4 - Annex 1**

## **Order Form (For Information)**

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>



Crown  
Commercial  
Service

## 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 of Health

**Billing address**  
Your organisation's billing address - please ensure you include a postcode

**Customer representative name**  
The name of your point of contact for this Order

**Customer representative contact details**  
Email and telephone contact details for the Customer's representative

### Supplier details

**Supplier name**  
The Supplier organisation name, as it appears in the Framework Agreement  
Computacenter (UK) Ltd

**Supplier address**  
Supplier's registered address

**Supplier representative name**  
The name of the Supplier point of contact for this Order

**Supplier representative contact details**  
Email and telephone contact details of the supplier's representative

**Order reference number**  
A unique number provided by the supplier at the time of quote  
As per Supplier's Quotation



## Section B Overview of the requirement

### Framework Lot under which this Order is being placed

Tick one box below as applicable

- |   |                                     |
|---|-------------------------------------|
| 1. HARDWARE                                       | <input checked="" type="checkbox"/> |
| 2. SOFTWARE                                       | <input 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

Laptop Refresh 2018 – WR1253

### 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

06/03/2018

### 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

12 months

### Call Off Initial Period Months

12 months

### Call Off Extension Period (Optional) Months

Not Used

### Specific Standards or compliance requirements

Not Used



**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**

To include where relevant Packing/Packaging  
As per Suppliers Quotation

**Warranty Period, if applicable**

The Warranty Period shall be the duration of any guarantee or warranty period the Supplier has received from the third party manufacturer or supplier.

**Location/Site(s) for Delivery**

Title to Goods is transferred to the Customer on payment to the Supplier in full (save in respect of software where title to the same shall remain at all times with the relevant licensor).

**Dates for Delivery of the Goods and/or the Services**

TBC

**Software** List product details under each relevant heading below

**Supplier Software**

Not used

**Third Party Software**

Third party software (if any) shall be licensed subject to the third party licensor's standard license terms which shall govern the supply, the Customer's use of and obligations relating to the software in their entirety and which shall prevail in the event of any conflict with the terms and conditions of this Call-Off Contract.

Include license or link in Call Off Schedule 3

**Maintenance Agreement**

Third party services (if any) shall be supplied subject to the applicable third party's Include terms or link in Call Off Schedule 3

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

**Alternative Clauses**

**Additional Clauses**

Tick one box below as applicable

**Optional Clauses**

Tick any applicable boxes below



Scots Law Or Northern Ireland Law	<input type="checkbox"/>	<b>A: Termed Delivery – Goods</b>	<input type="checkbox"/>	<b>C: Due Dillgence</b>	<input type="checkbox"/>
Non-Crown Bodies	<input type="checkbox"/>	<b>B: Complex Delivery – Solutions (Includes Termed Delivery – Goods)</b>	<input type="checkbox"/>	<b>D: Call Off Guarantee</b>	<input type="checkbox"/>
Non-FOIA Public Bodies	<input type="checkbox"/>	<b>NB Both of the above options require an Implementation Plan which should be appended to this Order Form</b>		<b>E: NHS Coding Requirements</b>	<input type="checkbox"/>
				<b>F: Continuous Improvement &amp; Benchmarking</b>	<input type="checkbox"/>
				<b>G: Customer Premises</b>	<input type="checkbox"/>
				<b>H: Customer Property</b>	<input type="checkbox"/>
				<b>I: MOD Additional Clauses</b>	<input type="checkbox"/>

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

List below  
Not Used

**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)**

- £1,316,200.00• The Supplier shall submit invoices directly to the billing address as per the Customer's order. • The Supplier shall invoice the Customer for Goods on despatch and for Services as per Supplier's quotation

**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

The Estimated Year 1 Call Off Contract Charges shall be the total aggregate Charges paid or payable by the Customer from the Call Off commencement Date until the end of the first Call Off Contract Year.

**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**



Crown  
Commercial  
Service

Any information that the Supplier considers sensitive for the duration of an awarded Call Off Contract  
Supplier's pricing and/or any Supplier specific solution(s)  
Call-Off Term +2 years

**Total contract value**

Please provide the total contract value (for the Call Off Initial Period) as detailed in your response to the Customer's statement of requirements

£1,316,200.00

**Termination without cause**

For the purpose of Clause 21.2 of the Call Off Terms 'Termination Without Cause', the Customer shall not terminate this Call Off Contract without cause





**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	[REDACTED]
Signature	[REDACTED]
Date	[REDACTED]

**For and on behalf of the Customer**

Name	[REDACTED]
Job role/title	[REDACTED]
Signature	[REDACTED]
Date	[REDACTED]