

Order Form Template and Call-Off Schedules

“Home Office Hardware Requirement”

Contract Reference: C24733

RM6068 Technology Products & Associated Services

Under Lot 2 Hardware and Associated Services.

Order Form

CALL-OFF REFERENCE:	C24733
THE BUYER:	The Secretary of State for the Home Department
BUYER ADDRESS	REDACTED
THE SUPPLIER:	COMPUTACENTER (UK) LIMITED
SUPPLIER ADDRESS:	Computacenter, Hatfield Avenue Hatfield AL10 9TW England.
REGISTRATION NUMBER:	01584718
DUNS NUMBER:	226023463
SID4GOV ID:	TBC

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated **3rd April 2023** of issue.

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

CALL-OFF LOT(S):

- LOT 2 Hardware & Associated Services.

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

- 1 This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
- 2 Joint Schedule 1(Definitions and Interpretation) **RM6068**
- 3 The following Schedules in equal order of precedence:

- **Joint Schedules for RM6068**

- Joint Schedule 2 (Variation Form)
- Joint Schedule 3 (Insurance Requirements)
- Joint Schedule 4 (Commercially Sensitive Information)

- **Call-Off Schedules for C24733**

- 4 CCS Core Terms (version 3.0.6)
 - 5 Joint Schedule 5 (Corporate Social Responsibility) RM6068
 - 6 Call-Off Schedule 4 (Call-Off Tender)
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- 7 Appendixes A, B & C Call-Off Schedule 6 (ICT Services)
 - Appendix A – Computacenter's response to Hardware Specification.
 - Appendix B – Computacenter's response to all Mandatory Requirements.
 - Appendix C – Computacenter's proposed Pricing Schedule.
 - Home Office Invitation to tender document.



No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

The following Special Terms are incorporated into this Call-Off Contract:

- Special Term 1: 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.

CALL-OFF START DATE: **13/04/23**

CALL-OFF EXPIRY DATE: **12/04/25**

CALL-OFF INITIAL PERIOD: 24 Months

CALL-OFF OPTIONAL EXTENSION PERIOD: **12x Months (Optional)**

CALL-OFF DELIVERABLES

Supply of the following Hardware:

Product	Description	Minimum Commitment
Laptop PC Specification	<ul style="list-style-type: none"> Secured Core certified. 12 - 16" screen. 12th Gen VPRO chipset or equivalent. i5 processor. 16GB RAM. 256GB SSD. 3yr Extended Warranty. (Price point £850 - £1250 Incl. VAT) 	3000
Laptop (AT Tools User)	<ul style="list-style-type: none"> Secured Core certified 15 - 17" screen 12th Gen VPRO chipset or equivalent i7 processor 16GB RAM/512GB SSD Dedicated graphics card 	20
MacBook	<ul style="list-style-type: none"> MacBook 13" screen Latest Gen Chip, 16GB 512GB SSD 	100
High-power laptop (for developers)	<ul style="list-style-type: none"> Secured Core Certified. 15 - 17" screen Intel i7 12th Gen VPRO chipset or equivalent 32GB RAM 512GB SSD 	20
Tablet	<ul style="list-style-type: none"> Secured Core Certified 12"-13" touchscreen display, i5 processor (12th Gen processor) 8 GB RAM 256 SSD over 8 hours battery life. 	100

Small Tablet	<ul style="list-style-type: none">• Secured Core Certified• 9 - 11" touchscreen• 10th Gen chipset (minimum)• i3 or better.• 8GB RAM.• 128 SSD.	25
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LOCATION FOR DELIVERY

REDACTED

*Booking in deliveries, call **REDACTED** and please quote our purchase order number.

Title to Goods is transferred to the Buyer 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 DELIVERABLES

Delivery date details: As above at the Call Off Deliverables, all transactions to be completed no later than call off expiry date of **12/04/25**

TESTING OF DELIVERABLES

N/A.

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be the duration of any guarantee or warranty period the Supplier has received from the third-party manufacturer or supplier.

All hardware placed by the Home Office will have minimum of a 3year warranty cover on all the proposed equipment / hardware.

MAXIMUM LIABILITY

Each Party's total aggregate liability in each Contract Year under this Call-Off Contract (whether in tort, contract or otherwise) is no more than the lower of £ **REDACTED** or **REDACTED** of the Estimated Yearly Charges. The Estimated Year 1 Charges used to calculate liability in the first Contract Year shall be the total aggregate Charges paid or payable by the Buyer from the Call-Off StartDate until the end of the first Call-Off Contract Year

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £ **REDACTED** (Ex Vat).

CALL-OFF CHARGES

Initial Contract Value for committed volume units: £ **REDACTED**. The total Contract value will be determined by call off against the uncommitted volumes to a total value of £ **REDACTED**

As per the quoted prices- unit price per call off volumes.

See details in Call-Off Schedule 5 (Pricing Details)

Prices for Quantity Required (Minimum commitment)

Product	Description	Quantity Re- quired (mini- mum com- mitment)	Item Price £ Ex VAT	Total Price £ Ex VAT
Laptop PC Specification	Surface Laptop 5 or 12-16" equivalent with i5 processor /16GB RAM/256GB SSD; colour – Matte Black or platinum	3,000	£ RE- DACTED	£ RE- DACTED
Laptop (AT Tools User)	Surface Laptop 5 or 15" equivalent with i7 processor /16GB RAM/512GB SSD; colour – Matte Black or platinum	20	£ RE- DACTED	£ RE- DACTED
MacBook	MacBook 13" - M2 Chip) 16GB/512GB colour - silver	100	£ RE- DACTED	£ RE- DACTED
High-power laptop (for developers)	Intel i7 15-17" 32GB RAM/512GB SSD	20	£ RE- DACTED	£ RE- DACTED
Tablet	Surface Pro (latest gen) or equivalent with 12"-13" touchscreen display, i5 processor, 16gb RAM, 256 SSD), over 8 hours of expected battery life – Colour Black or Silver (chrome / platinum) with an associated type keyboard cover (colour black).	100	£ RE- DACTED	£ RE- DACTED
Small Tablet	<ul style="list-style-type: none"> • Secured Core Certified • 9 - 11" touchscreen • 10th Gen chipset (minimum) • i3 or better. • 8GB RAM. • 128 SSD. 	25	£ RE- DACTED	£ RE- DACTED
Totals				£ RE- DACTED
Other Charges (specify if any)				
Total Charges (ex VAT)				

Prices for Max Quantity Required (Uncommitted volumes)

Product	Description	Max Quantity Required (un-committed volumes)	Item Price £ Ex VAT	Total Price £ Ex VAT
Laptop PC Specification	Surface Laptop 5 or 12-16" equivalent with i5 processor /16GB RAM/256GB SSD; colour – Matte Black or platinum	3,000	£ RE-DACTED	£ RE-DACTED
Laptop (AT Tools User)	Surface Laptop 5 or 15" equivalent with i7 processor /16GB RAM/512GB SSD; colour – Matte Black or platinum	20	£ RE-DACTED	£ RE-DACTED
MacBook	MacBook 13" - M2 Chip) 16GB/512GB colour - silver	100	£ RE-DACTED	£ RE-DACTED
High-power laptop (for developers)	Intel i7 15-17" 32GB RAM/512GB SSD	20	£ RE-DACTED	£ RE-DACTED
Tablet	Surface Pro (latest gen) or equivalent with 12"-13" touchscreen display, i5 processor, 16gb RAM, 256 SSD), over 8 hours of expected battery life – Colour Black or Silver (chrome / platinum) with an associated type keyboard cover (colour black).	100	£ RE-DACTED	£ RE-DACTED
Small Tablet	<ul style="list-style-type: none"> • Secured Core Certified • 9 - 11" touchscreen • 10th Gen chipset (minimum) • i3 or better. • 8GB RAM. • 128 SSD. 	25	£ RE-DACTED	£ RE-DACTED
Totals				£ RE-DACTED
Other Charges (specify if any)				
Total Charges (ex VAT)				

Computacenter's proposed pricing schedule can be found on page 2 of the call off schedules.

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

REIMBURSABLE EXPENSES

- None

PAYMENT METHOD

- **REDACTED** method on presentation of valid invoices Purchase Order number and Contract reference C24733

BUYER'S INVOICE ADDRESS:

Who and where to send invoices to	Home Office Shared Service Centre REDACTED United Kingdom Tel: REDACTED Fax: REDACTED Email: REDACTED
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BUYER'S AUTHORISED REPRESENTATIVE

REDACTED
REDACTED
REDACTED

BUYER'S ENVIRONMENTAL POLICY

- Not applicable for hardware orders

BUYER'S SECURITY POLICY

- Not applicable for hardware orders

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

REDACTED

REDACTED

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

REDACTED

REDACTED

REDACTED

PROGRESS REPORT FREQUENCY

- On the first Working Day of each calendar month.

PROGRESS MEETING FREQUENCY

- Quarterly on the first Working Day of each quarter.

KEY STAFF

[Insert name]

[Insert role]

[Insert email address]

[Insert address]

KEY SUBCONTRACTOR(S)

- Not applicable

COMMERCIALLY SENSITIVE INFORMATION

- All information detailed in the section 'CALL-OFF CHARGES' of this call-off contract and all information pertaining to Computacenter's pricing is considered commercially sensitive information. Supplier's pricing and/or any Supplier specific solution(s) for the period of the Call Off Term +2 years

SERVICE CREDITS

- Not applicable

ADDITIONAL INSURANCES

- Not applicable

GUARANTEE

- Not applicable

SOCIAL VALUE COMMITMENT

- Not applicable

For and on behalf of the Supplier:

Signature: **REDACTED**

Name: **REDACTED**

Role: **REDACTED**

Date: **REDACTED**

For and on behalf of Buyer:

Signature: **REDACTED**

Name: **REDACTED**

Role: **REDACTED**

Date: **REDACTED**