



PURCHASE ORDER

Contract No: SPMAP/0106

Contract Name: NSRW IT SUPPORT

Dated: 28 May 2021

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).

Contractor	Quality Assurance Requirement (Clause 8)
Name: Kynsphere Limited	a. Defence Standard 05-138 (Issue 2) date 28 September 2017 Cyber Security for Defence Suppliers b. AQAP 2210 – NATO Supplementary Software Quality Assurance Requirements c. AQAP 2310 – NATO Quality Assurance Requirements for Aviation, Space and Defence Suppliers d. DEFCON 602B – Quality Assurance (without a Quality Plan)

Consignor (if different from)	Transport Instructions (Clause 10)
Name: N/A Address:	Select method of transport of Deliverables To be Delivered by the Contactor: See Consignment Instructions under DEFFORM 111 The service is to be delivered at: See address at Consignment Instructions under DEFFORM 111
Progress Meetings (Clause 13)	Progress Reports (Clause 13)
The Contractor shall be required to attend the following meetings: Subject: Contract Review Meeting Frequency: In the 11 th calendar month of each contract year; the specific date to be agreed between the Authority and Contractor Location: Remote via IT	The Contractor is required to submit the following Reports: Subject: Quarterly Deliverables Report on Frequency: September/December/March/June of each contract year Method of Delivery: Report to include: <ul style="list-style-type: none"> • Updated Asset Register • Visit dates • Hours of telephone service • Confirmation that IT Assets are serviceable, and software meets the standards set down in the Schedule of Requirements • Update on any repair, testing and parts replacement during the quarter • Outstanding issues affecting IT Assets & proposed route closure • Laptop & hard drive status & memory usage Delivery Address: SPMAP, Abbey Wood, Bristol, BS34 8JH

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

Forms and Documentation	Supply of Hazardous Deliverables (Clause 9)
<p>Forms can be obtained from the following websites: https://www.aof.mod.uk/aofcontent/tactical/toolkit</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>(Registration is required). 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 Arcott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)</p> <p>Applications via email: DESLCSLS-OpsFormsandPubs@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>
<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>	

Appendix - Addresses and Other Information

[This document is redacted as it contains Military Sensitive Technical Information.]

Contractor Commercially Sensitive Information (Clause 5). Not to be published.

Description of Contractor's Commercially Sensitive Information:
Cross reference to location of sensitive information:

**SC1A PO
(Edn 03/21)**

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

A) The Purchase Order constitutes an offer by the Contractor to supply the Deliverables. This is open for acceptance by the Authority for 21 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:

SCHEDULE OF REQUIREMENTS FOR NSRW IT SUPPORT

[This document is redacted as it contains Military Sensitive Technical Information.]