

Order Form

Framework agreement reference: NHS/16/CR/WAB/8723

Date of order	03/09/2020	Order Number	☐] To be quoted on all correspondence relating to this Order
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FROM

Customer	Public Health England	"Customer"
Customer's Address	61 Colindale Avenue London NW9 5EQ	
Invoice Address	PHE PORTON DOWN, MANOR FARM ROAD SALISBURY, Wiltshire SP4 0JG	
Contact Ref:	Name: REDACTED Address: 61 Colindale Avenue, London, NW9 5EQ Phone: REDACTED e-mail: REDACTED	

TO

Supplier	Stone Group	"Supplier"
Supplier's Address	Granite One Hundred Acton Gate Stafford Staffordshire ST18 9AA	
Account Manager	Name: REDACTED Address: Granite One Hundred Acton Gate Stafford Staffordshire ST18 9AA Phone: REDACTED e-mail: REDACTED	

GUARANTEE

Guarantee to be provided	No
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Where a guarantee is to be provided then this Contract is conditional upon the provision of a Guarantee to the Customer from the Guarantor in respect of the Supplier. Details of the Guarantor (if any) are set out below:

[Parent Company]	☐]	"Guarantor"
Parent Company address	☐]	
Account Manager	Name: ☐] Address: ☐] Phone: ☐] e-mail: ☐] Fax: ☐]	

1. TERM
(1.1) Commencement Date

[31/10/2019]
[Guidance: Insert the date on which the Contract is to take effect.]
(1.2) Expiry Date
The Contract shall expire on the date which 36 Months after the Commencement Date [Guidance: Customer to determine] .

2. GOODS AND SERVICES REQUIREMENTS

(2.1) Goods and/or Services

Goods -

TOSNOT-1002
 PHE Dynabook PORTEGE X30-F-1CQ, 13.3 FHD Touchscreen AntiGlare - Intel Core
 i5-8265U - 8GB RAM (DDR4) - 256GB SSD (PCIe) - Micro SD Card Slot - USB Type-C (Thunderbolt) x 2, USB3.0 x 1, HDMI - TPM 2.0 - Smart Card - Backlit Tiled
 KB with Accupoint - HD Cam w/MIC w/IR - 1 Year Warranty & Reliability Guarantee
 - Win10 Pro
 INCLUDES UPGRADE TO 3 YEAR STONE WARRANTY
 500 @ REDACTED = £ REDACTED

2 SCCM Imaging
 SCCM imaging of laptops - completed at Stone
 500 @ £ REDACTED = £ REDACTED

[Guidance: Insert details of the Goods which are the subject of the Contract]

The Customer agrees to purchase all of its requirements for the Goods or equivalent goods from the Supplier.

Service Profile - ☐]

[Guidance: Insert details of the service profile agreed]

Minimum Order Value

Optional Services

Collection recycling and ☐

Paper catalogue ☐

Secure Collection

☐

[Guidance: Include a description of the core Services which are applicable to the Customer together with any specific Service requirements.]

(2.2) Premises

[NA]

[Guidance: Insert details of any Premises where the Goods and/or Services are to be provided. It is not mandatory to include details. If none then insert "n/a".]

(2.3) Lease/ Licenses

[NA]

[Guidance: Insert details of or reference to any lease or licence being granted by the Participating Authority to the Supplier to enable it to provide the Services]

(2.4) Standards

[NA]

[Guidance note: Insert details of any particular standards that will apply to the provision of the Goods and/or Services. Insert details of additional standards above. If none then insert "n/a".]

(2.5) Security Requirements**Security Policy**

Goods are to be held in Stone's bonded are in their warehouse.

Additional Security Requirements

Software installed by security cleared staff and delivered as requested by PHE

Processing personal data under or in connection with this contract

[NO]

(2.6) Exit Plan (where required)

[NO]

[Guidance: Customer to consider whether an Exit Plan is required for the Services.]

(2.7) Environmental Plan

[NO]

[Guidance: If required by the Customer, the Supplier shall create an environmental plan appropriate to this Contract.]

3. SUPPLIER SOLUTION	
(3.1) Supplier Solution] <i>[Guidance: If there are particular aspects of the Goods and/or Services that have been offered by the Supplier that you wish to record in the contract then these should be set out here.]</i>	
(3.2) Account structure including Key Personnel REDACTED REDACTED REDACTED REDACTED	
(3.3) Sub-contractors to be involved in the provision of the Services and/or Goods None <i>[Guidance: Insert details of any Sub-contractors being used by the Supplier]</i>	
(3.4) Outline Security Management Plan As set out below:	
(3.5) Relevant Convictions A Relevant Conviction is a Conviction that is relevant to the nature of the Services to be provided <i>[Guidance: You may wish to specify a particular conviction(s) e.g. involving dishonesty, violence, sexual offence]</i>	
(3.6) Implementation Plan NA	

4. PERFORMANCE QUALITY
(4.1) Key Performance Indicators [NA] <i>[Guidance: Insert details of any specific KPI's applicable to the Supplier here.]</i>
(4.2) Service Levels and Service Credits When providing the Goods and/or Services, the Supplier shall as a minimum ensure that it achieves the following service levels: NA
If the level of performance of the Supplier during the Contract Period: (i) fails to achieve a Service Level in respect of each element of the Service, then the Customer shall be entitled to deduct the Service Credits from the Contract Price; and/or (ii) constitutes a Critical Service Failure, the Customer shall be entitled to terminate this Contract. <i>[Guidance: It is intended that the definition of critical service failure should link to a specified threshold of service level performance. The intention is to provide certainty over what level of service would trigger a termination right. If you wish to include such a concept then the definition above should be populated with relevant thresholds.]</i>

5. PRICE AND PAYMENT
(5.1) Contract Price payable by the Customer in accordance with the commercial schedule set out in the framework agreement (including applicable discount but excluding VAT), payment profile and method of payment (e.g. Government Procurement Card (GPC) or BACS)) <i>[Guidance: Insert details of any specific price arrangements.]</i>
(5.2) Invoicing and Payment The Supplier shall issue invoices [monthly] in arrears. The Customer shall pay the Supplier within [thirty (30) days] of receipt of a Valid Invoice, submitted in accordance with this paragraph 5.2, the payment profile set out in paragraph 5.1 above and the provisions of the Contract. <i>[Guidance: Also include any specific arrangements relating to method of payment.]</i>

6. SUPPLEMENTAL AND/OR ADDITIONAL CLAUSES**(6.1) Supplemental requirements**

Stone Group will place the order with Dynabook once a PHE p/o (with number) is transmitted by PHE and received by the Stone Group.

BY SIGNING AND RETURNING THIS ORDER FORM THE SUPPLIER AGREES to enter a legally binding contract with the Customer to provide the Goods and/or Services. The Parties hereby acknowledge and agree that they have read the **NHS Conditions of Contract for purchase of goods and/or Services** and by signing below agree to be bound by the terms of this Contract.

For and on behalf of the Supplier:

Name and Title	REDACTED
Signature	REDACTED
Date	4 th September 2020

For and on behalf of the Customer:

Name and Title	REDACTED
Signature	REDACTED
Date	03/09/2020