

Order Form

Framework agreement reference: SBS/19/AB/WAB/9411

Date of order	25th February 2022	Order Number	DDaT22108 To be quoted on all correspondence relating to this Order
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FROM

Customer	UK Research and Innovation	"Customer"
Customer's Address	Science & Tech. Facilities Council STFC RAL Rutherford Appleton Lab Harwell Science & Innovation OX11 0QX Didcot Campus Oxfordshire United Kingdom	
Invoice Address	UK Research and Innovation Polaris House Swindon SN2 1FL	
Contact Ref:	Name: [REDACTED] Address: Science & Tech. Facilities Council Daresbury Laboratory Keckwick Lane Warrington WA4 4AD United Kingdom Phone: [REDACTED] e-mail: [REDACTED]	

TO

Supplier	Switchshop Limited	"Supplier"
Supplier's Address	Switchshop House Enterprise Park Kimpton Hitchin SG4 8HP	
Account Manager	Name: [REDACTED] Address: Switchshop House Enterprise Park Kimpton Hitchin SG4 8HP Phone: [REDACTED] e-mail: [REDACTED]	

GUARANTEE

Guarantee to be provided	No – Not Applicable
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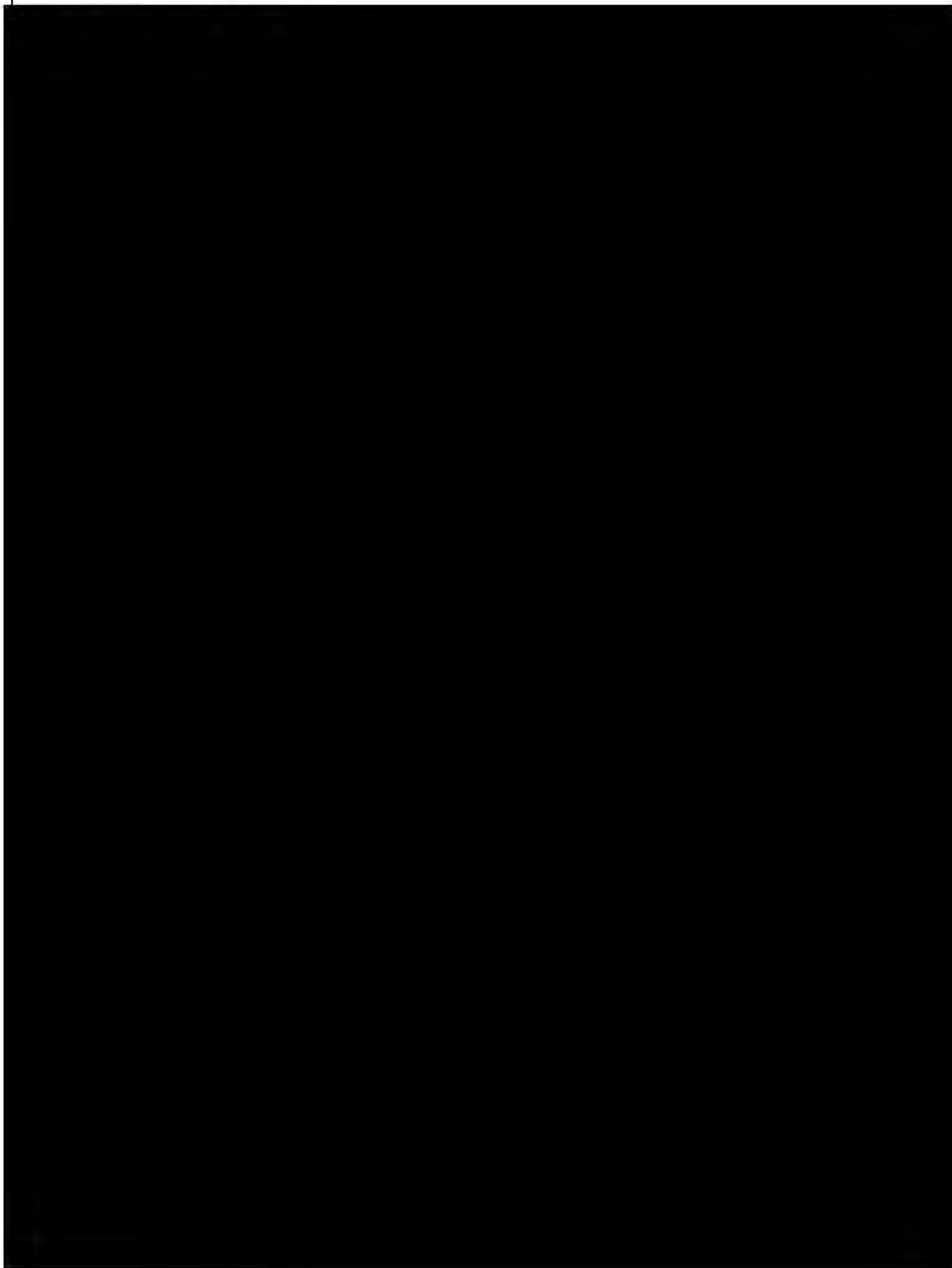
Where a guarantee is to be provided then this Contract is conditional upon the provision of a Guarantee to the Customer from the Guarantor in respect of the Supplier. Details of the Guarantor (if any) are set out below:


[Parent Company	N/A	"Guarantor"
Parent Company address	N/A	
Account Manager	N/A	

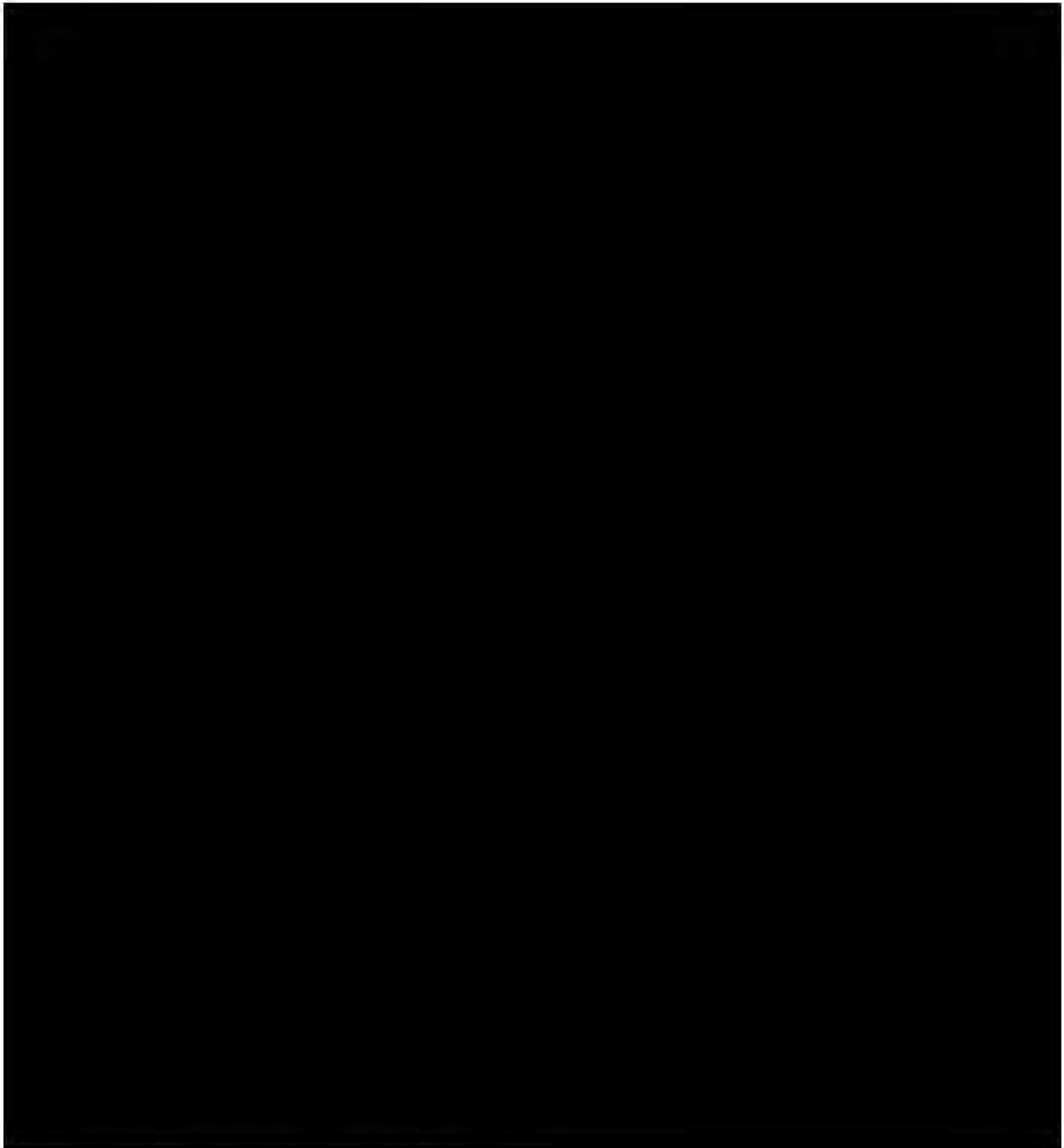
1. TERM
<p>(1.1) Commencement Date</p> <p>The Call Off contract shall commence on Friday 25th February 2022</p>
<p>(1.2) Expiry Date</p> <p>The Contract shall expire on 29th April 2022 which is 9 weeks after the Commencement Date, Switchshop agrees to deliver and part invoice all available items by the 31st March 2022, the remainders shall be delivered as soon as it becomes available, and a separate invoice shall be issued then.</p>

2. GOODS AND SERVICES REQUIREMENTS

(2.1) Goods and/or Services



<p>(2.2) Premises</p> <p>Science & Tech. Facilities Council Daresbury Laboratory Keckwick Lane Warrington WA4 4AD Oxfordshire United Kingdom</p> <p>(2.3) Lease/ Licenses</p> <p>N/A</p>
<p>(2.4) Standards</p> <p></p> <p>Call off terms and conditions DWS.docx</p>
<p>(2.5) Security Requirements</p> <p>Security Policy</p> <p>N/A</p> <p>Additional Security Requirements</p> <p>N/A</p> <p>Processing personal data under or in connection with this contract</p> <p>NO</p>
<p>(2.6) Exit Plan (where required)</p> <p>NO</p>
<p>(2.7) Environmental Plan</p> <p>NO</p>
<p>3. SUPPLIER SOLUTION</p> <p>(3.1) Supplier Solution</p>



(3.2) Account structure including Key Personnel

Supplier (SwitchShop Limited)

[Redacted]

UK Research and Innovation – STFC

[Redacted]

(3.4) Outline Security Management Plan

As set out below:

N/A

<p>(3.5) Relevant Convictions</p> <p>N/A</p>
<p>(3.6) Implementation Plan</p> <p>N/A</p>

4. PERFORMANCE QUALITY

(4.1) Key Performance Indicators

Switchshop agrees to deliver and part invoice all available items by the 31st March 2022, the remainders shall be delivered as soon as it becomes available, and a separate invoice shall be issued then.

(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:

Service Level	Description	Service Credit Calculation	Critical Failure	Service
N/A				

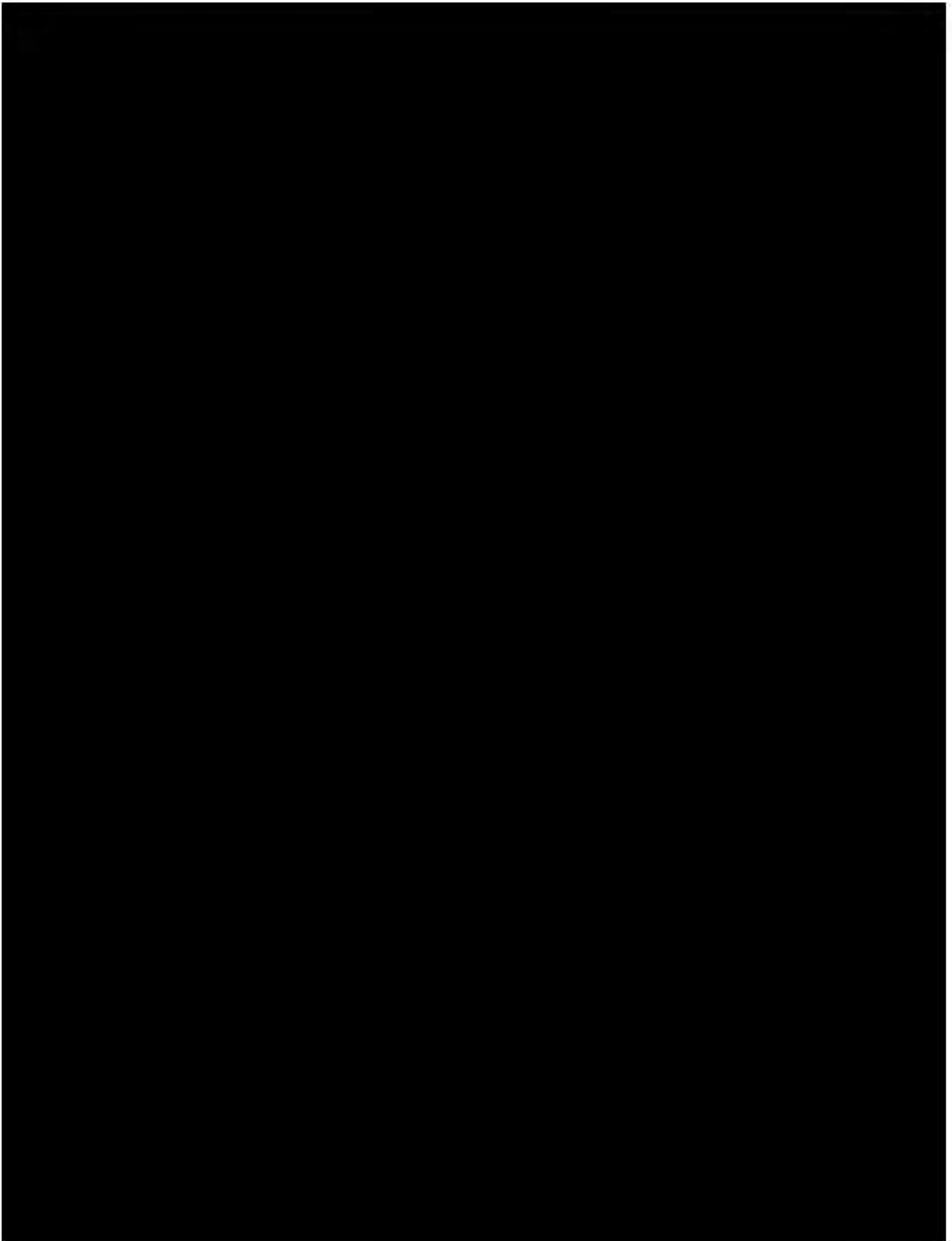
If the level of performance of the Supplier during the Contract Period:

- (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.

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))

Call-Off Contract Value and Breakdown:
 The total Call-Off Contract value shall not exceed £84,150.00 excluding VAT as per breakdown below



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

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 SwitchShop Limited:

Name and Title	[Redacted]
Signature	[Redacted]
Date	[Redacted]

For and on behalf of the UK Research and Innovation:

Name and Title	[Redacted]
Signature	[Redacted]
Date	20th February 2022