



Crown
Commercial
Service

**Technology Products 2 Agreement RM3733
Framework Schedule 4 - Annex 1**

Order Form

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>



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

Army Command HQ (Andover) (MOD)

Billing address

Payment to be made via CP&F

Customer representative name

REDACTED

Customer representative contact details

REDACTED

Supplier details

Supplier name

Centerprise International Limited

Supplier address

Centerprise International Limited
Hampshire Int'l Business Park
Lime Tree Way
Chineham
Basingstoke
Hants
RG24 8GQ

Supplier representative name

REDACTED

Supplier representative contact details

REDACTED

Order reference number

REDACTED



Section B

Overview of the requirement

Framework Lot under which this Order is being placed

Tick one box below as applicable

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

CCIH18A65

Call Off Commencement Date

Friday 14th of December 2018

Call Off Contract Period (Term)

The Contract will Commence upon award and expire on successful and complete delivery of the goods

Call Off Initial Period Months
N/A

Call Off Extension Period (Optional) Months
[Click here to enter text.](#)

Specific Standards or compliance requirements

The specification for the required goods are outlined within the Appendix B – statement of requirements



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

Description	Quantity
Laptop that will fulfil the requirement as laid out below	3
Software as listed below	3
Software licences as listed below	3

The minimum requirement is for each of the three (3) laptop as detailed below:

Hardware:

Item	Remarks
CPU speed	2.5 GHz minimum; Hyper-threading (HHT) or Multi-core
Platform	x 86
Screen resolution	minimum 1024x768 at normal size (96 dpi)
Memory/RAM	8 GB
Display properties	24-bit colour depth
Video/Graphics adapter	256 MB RAM or higher. NVIDIA, ATI, and Intel chipsets supported.
Graphics	24-bit capable graphics accelerator
HDD	Encrypted Disk, at impact Level 5 (SECRET), Solid-state drive, Eclypt Core 600 or similar. 1 TB if possible.
Modular drive	DVD R/W

Software:

Item	Remarks
Windows (OEM)	
Microsoft Access	Licence details supplied by authority. Supplier to install
MS Office Professional Plus	10 Licence details supplied by authority. Supplier to install).
Winzip	Licence details supplied by authority. Supplier to install
Microsoft Visio	Licence details supplied by authority. Supplier to install
Beyond Compare	Supplied and installed by supplier



Mindjet MindManager Pro	Supplied and installed by supplier
Simul8	Supplied and installed by supplier
Adobe Reader	To be uploaded and installed by the supplier
Microsoft Power BI	Supplied and installed by supplier

KEY MILESTONES

Centerprise International Limited should note the following project milestones that the Authority will measure the quality of delivery against:

Milestone	Description	Timeframe
1	Successful delivery of the full requirement, free from damages to the delivery address provided in Section 21.	Within eight (8) weeks of contract award.

SERVICE LEVELS AND PERFORMANCE

The Authority will measure the quality of Centerprise International Limited by:

KPI/SLA	Service Area	KPI/SLA description	Target
1	Delivery timescales	Successful delivery of the full requirement, free from damage ready to deploy within eight (8) weeks of Contract Award;	100%
2	Software Installation	All software installed and tested prior to delivery.	100%

Warranty Period, if applicable

Manufacturers standard one (1) year warranty

Location/Site(s) for Delivery

REDACTED

Dates for Delivery of the Goods and/or the Services

Within eight weeks of Contract Award

Software

Supplier Software

Not Applicable.

Third Party Software

Not Applicable.

Maintenance Agreement

Not Applicable.

Additional Clauses (see Annex 3 of Framework Schedule 4)



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

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

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)
£12,510.00

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



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
REDACTED

Total contract value

£12,510.00

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	
Job role/title	
Signature	
Date	

For and on behalf of the Customer

Name	
Job role/title	
Signature	



Date	
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Call-Off Schedule 5 Schedule of Processing, Personal Data and Data Subjects

Description	Details
Subject matter of the processing	<i>Contract evaluation on Crown Commercial Services portal.</i> <i>Point of contact for delivery of goods and services procured under the contract.</i>
Duration of the processing	<i>From Invitation to Tender launch until contract award.</i>
Nature and purposes of the processing	<i>Staff e-mail addresses are used as username on CCS portal.</i> <i>Staff e-mail addresses used for point of contact for delivery of goods and services.</i>
Type of Personal Data	<i>E-mail address</i>
Categories of Data Subject	<i>Staff</i>
Plan for return or destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	<i>For 7 years from end of contract.</i>