



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

Department for Education

Billing address

[Redacted]

Customer representative name

[Redacted]

Customer representative contact details

[Redacted]

Supplier details

Supplier name

Software Box Ltd

Supplier address

[Redacted]

Supplier representative name

[Redacted]

Supplier representative contact details

[Redacted]

Order reference number

N/A



Section B Overview of the requirement

Framework Lot under which this Order is being placed

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

CCSO18A89

Call Off Commencement Date

To commence upon contract award.

Call Off Contract Period (Term)

To commence upon contract award and expire on 31st May 2019. There will be no option to extend the contract.

Call Off Initial Period

The contract will commence upon contract award until the 31st May 2019.

Call Off Extension Period (Optional)

Not Applicable.

Specific Standards or compliance requirements

The specification of goods is outlined within the Statement of Requirements. The Customer's populated Schedule 5 in line with GDPR can be found under Appendix H - Call-Off Schedule 5 Schedule of Processing, Personal Data and Data Subjects. By signing this Contract the Supplier has accepted the Customer's completed Annex A.



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

Provision of Dell Server Warranty Extension:

Ref	Service Tag	System Type	Warranty Description	Current Warranty End Date	New Warranty End Date	Qty
1	8Y23LZ1	Power Edge R420	Pro Support And 4Hr Mission Critical	14/11/2018	31/05/2019	1
2	8Y23LZ1	Power Edge R420	Data Protection - Keep Your Hard Drive	14/11/2018	31/05/2019	1
3	FC22KZ1	Power Edge R420	Pro Support And 4Hr Mission Critical	14/11/2018	31/05/2019	1
4	FC22KZ1	Power Edge R420	Data Protection - Keep Your Hard Drive	14/11/2018	31/05/2019	1
5	3P41LZ1	Power Edge R420	Pro Support And 4Hr Mission Critical	13/11/2018	31/05/2019	1
6	3P41LZ1	Power Edge R420	Data Protection - Keep Your Hard Drive	13/11/2018	31/05/2019	1
7	4N41LZ1	Power Edge R420	Pro Support And 4Hr Mission Critical	13/11/2018	31/05/2019	1
8	4N41LZ1	Power Edge R420	Data Protection - Keep Your Hard Drive	13/11/2018	31/05/2019	1
9	5M41LZ1	Power Edge R420	Pro Support And 4Hr Mission Critical	13/11/2018	31/05/2019	1
10	5M41LZ1	Power Edge R420	Data Protection - Keep Your Hard Drive	13/11/2018	31/05/2019	1
11	7XS9N4J	Power Edge R900	Pro Support And 4Hr Mission Critical	28/10/2018	31/12/2018	1
12	7XS9N4J	Power Edge R900	Data Protection - Keep Your Hard Drive	28/10/2018	31/12/2018	1
13	F2T38Y1	Power Edge R720	Pro Support And 4Hr Mission Critical	19/09/2018	31/05/2019	1
14	F2T38Y1	Power Edge R720	Data Protection - Keep Your Hard Drive	19/09/2018	31/05/2019	1
15	F2X28Y1	Power Edge R720	Pro Support And 4Hr Mission Critical	19/09/2018	31/05/2019	1
16	F2X28Y1	Power Edge R720	Data Protection - Keep Your Hard Drive	19/09/2018	31/05/2019	1
17	6C686X1	Power Edge R420	Pro Support And 4Hr Mission Critical	19/02/2018	31/05/2019	1
18	6C686X1	Power Edge R420	Data Protection - Keep Your Hard Drive	19/02/2018	31/05/2019	1
19	9B686X1	Power Edge R420	Pro Support And 4Hr Mission Critical	19/02/2018	31/05/2019	1
20	9B686X1	Power Edge R420	Data Protection - Keep Your Hard Drive	19/02/2018	31/05/2019	1
21	1C686X1	Power Edge R420	Pro Support And 4Hr Mission Critical	19/02/2018	31/05/2019	1
22	1C686X1	Power Edge R420	Data Protection - Keep Your Hard Drive	19/02/2018	31/05/2019	1
23	15686X1	Power Edge R520	Pro Support And 4Hr Mission Critical	19/02/2018	31/05/2019	1
24	15686X1	Power Edge R520	Data Protection - Keep Your Hard Drive	19/02/2018	31/05/2019	1
25	9J686X1	Power Edge R520	Pro Support And 4Hr Mission Critical	19/02/2018	31/05/2019	1
26	9J686X1	Power Edge R520	Data Protection - Keep Your Hard Drive	19/02/2018	31/05/2019	1
27	B9086X1	Power Edge R420	Pro Support And 4Hr Mission Critical	18/02/2018	31/05/2019	1
28	B9086X1	Power Edge R420	Data Protection - Keep Your Hard Drive	18/02/2018	31/05/2019	1
29	9B086X1	Power Edge R420	Pro Support And 4Hr Mission Critical	18/02/2018	31/05/2019	1
30	9B086X1	Power Edge R420	Data Protection - Keep Your Hard Drive	18/02/2018	31/05/2019	1
31	4B086X1	Power Edge R420	Pro Support And 4Hr Mission Critical	18/02/2018	31/05/2019	1
32	4B086X1	Power Edge R420	Data Protection - Keep Your Hard Drive	18/02/2018	31/05/2019	1
33	FY1JJ5J	Power Vault MD3220	Pro Support And 4Hr Mission Critical	06/02/2018	31/05/2019	1
34	FY1JJ5J	Power Vault MD3220	Data Protection - Keep Your Hard Drive	06/02/2018	31/05/2019	1
35	1L5FMW1	Power Vault ML6020 CM LTO3	Pro Support And 4Hr Mission Critical	06/02/2018	31/05/2019	1
36	1L5FMW1	Power Vault ML6020 CM LTO3	Data Protection - Keep Your Hard Drive	06/02/2018	31/05/2019	1
37	BC2DP4J	Power Edge 2970	Pro Support And 4Hr Mission Critical	28/01/2018	31/12/2018	1
38	9C2DP4J	Power Edge 2970	Data Protection - Keep Your Hard Drive	28/01/2018	31/12/2018	1
39	BC2DP4J	Power Edge 2970	Data Protection - Keep Your Hard Drive	28/01/2018	31/12/2018	1
40	9C2DP4J	Power Edge 2970	Pro Support And 4Hr Mission Critical	28/01/2018	31/12/2018	1
41	74HSP4J	Power Edge 2970	Pro Support And 4Hr Mission Critical	28/01/2018	31/12/2018	1
42	74HSP4J	Power Edge 2970	Data Protection - Keep Your Hard Drive	28/01/2018	31/12/2018	1
43	6C6QF5J	Power Vault MD1200	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
44	6C6QF5J	Power Vault MD1200	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
45	DXLP05J	Power Edge R610	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
46	DXLP05J	Power Edge R610	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1



109	FZDR05J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
110	FZDR05J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
111	3RTL05J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
112	3RTL05J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
113	FS8905J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
114	FS8905J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
115	6YS805J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
116	6YS805J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
117	J64QF5J	Power Edge R520	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
118	J64QF5J	Power Edge R520	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
119	F6RB85J	Power Edge R310	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
120	F6RB85J	Power Edge R310	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
121	B6F3G5J	Power Edge R420	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
122	B6F3G5J	Power Edge R420	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
123	C6F3G5J	Power Edge R420	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
124	C6F3G5J	Power Edge R420	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
125	2RTL05J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
126	2RTL05J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
127	BW32B5J	Power Edge M1000E	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
128	BW32B5J	Power Edge M1000E	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
129	FF9J65J	Power Edge M1000E	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
130	FF9J65J	Power Edge M1000E	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
131	4C2C85J	Power Edge R510	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
132	4C2C85J	Power Edge R510	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
133	4W5095J	Power Edge R510	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
134	4W5095J	Power Edge R510	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
135	5C2C85J	Power Edge R510	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
136	5C2C85J	Power Edge R510	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
137	5W5095J	Power Edge R510	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
138	5W5095J	Power Edge R510	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
139	4J3R55J	Power Edge R610	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
140	4J3R55J	Power Edge R610	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
141	7J7C75J	Power Edge R610	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
142	7J7C75J	Power Edge R610	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
143	9J7C75J	Power Edge R610	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
144	9J7C75J	Power Edge R610	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
145	5FH0W4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
146	5FH0W4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
147	6FH0W4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
148	6FH0W4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
149	BB1425J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
150	BB1425J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
151	CB1425J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
152	CB1425J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
153	FW53D5J	Power Edge R720	Pro Support And 4Hr Mission Critical	30/12/2017	31/05/2019	1
154	FW53D5J	Power Edge R720	Data Protection - Keep Your Hard Drive	30/12/2017	31/05/2019	1
155	GPLBQ4J	Power Edge R410	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
156	DPLBQ4J	Power Edge R410	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
157	FPLBQ4J	Power Edge R410	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
158	CPLBQ4J	Power Edge R410	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
159	GPLBQ4J	Power Edge R410	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
160	DPLBQ4J	Power Edge R410	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
161	FPLBQ4J	Power Edge R410	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
162	CPLBQ4J	Power Edge R410	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
163	1L22N4J	Power Edge R610	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
164	1L22N4J	Power Edge R610	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
165	4NFNN4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
166	4NFNN4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
167	8GTGP4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
168	3BRGP4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
169	7GTGP4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
170	4BRGP4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1



171	8GTGP4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
172	3BRGP4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
173	7GTGP4J	Power Edge R710	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
174	4BRGP4J	Power Edge R710	Data Protection - Keep Your Hard Drive	30/12/2017	31/12/2018	1
175	3LZ2N4J	Power Edge R610	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
176	3LZ2N4J	Power Edge R610	Pro Support And 4Hr Mission Critical	30/12/2017	31/12/2018	1
177	BX5QMW1	Power Edge R420	Pro Support And 4Hr Mission Critical	03/12/2017	31/05/2019	1
178	BX5QMW1	Power Edge R420	Data Protection - Keep Your Hard Drive	03/12/2017	31/05/2019	1
179	CX5QMW1	Power Edge R420	Pro Support And 4Hr Mission Critical	03/12/2017	31/05/2019	1
180	CX5QMW1	Power Edge R420	Data Protection - Keep Your Hard Drive	03/12/2017	31/05/2019	1
181	DX5QMW1	Power Edge R420	Pro Support And 4Hr Mission Critical	03/12/2017	31/05/2019	1
182	DX5QMW1	Power Edge R420	Data Protection - Keep Your Hard Drive	03/12/2017	31/05/2019	1
183	6X5QMW1	Power Edge R420	Pro Support And 4Hr Mission Critical	03/12/2017	31/05/2019	1
184	6X5QMW1	Power Edge R420	Data Protection - Keep Your Hard Drive	03/12/2017	31/05/2019	1
185	7X5QMW1	Power Edge R420	Pro Support And 4Hr Mission Critical	03/12/2017	31/05/2019	1
186	7X5QMW1	Power Edge R420	Data Protection - Keep Your Hard Drive	03/12/2017	31/05/2019	1
187	5T5QMW1	Power Edge R420	Pro Support And 4Hr Mission Critical	03/12/2017	31/05/2019	1
188	5T5QMW1	Power Edge R420	Data Protection - Keep Your Hard Drive	03/12/2017	31/05/2019	1
189	3J65H5J	Power Edge R420	Pro Support And 4Hr Mission Critical	19/11/2017	31/05/2019	1
190	3J65H5J	Power Edge R420	Data Protection - Keep Your Hard Drive	19/11/2017	31/05/2019	1
191	JL6BB5J	Power Edge R810	Pro Support And 4Hr Mission Critical	28/10/2017	31/05/2019	1
192	JL6BB5J	Power Edge R810	Data Protection - Keep Your Hard Drive	28/10/2017	31/05/2019	1

- The above warranties should include:
- Direct telephone access 24 hours/day, 7 days/week (including holidays) for the Authority's trained IT staff to Dell's global Expert Centre, staffed by senior-level analysts for troubleshooting assistance of hardware and software issues.
- Pre-assigned Service Delivery Manager ("SDM") as the Authority's primary point of contact for proactive planning and coordination related to all Dell commercial services.
- On-site dispatch of technician and/or warranty parts to the Authority's business location for repairs and resolution necessary due to a defect in materials or workmanship on a Supported Product. Technician and parts to be on-site within 4 hours.
- 7x24 access to online support forums.
- Access to information from Dell Global Command Centres which help manage critical situations in Customer environments, monitor all on-site mission critical dispatches, and provide proactive crisis management coordination and communication (during events such as natural disasters).
- Case management to help track resolution and escalation of issues.
- Escalation management to provide a single point of contact for incident management, escalation and status of incidents within the scope of this Service.
- Remote troubleshooting assistance for many common support issues, in which Dell technicians connect directly to the user's system over a secure internet connection to expedite and enhance the troubleshooting process.
- Option to keep hard drives replaced under warranty to ensure the Authority retains control of any sensitive data held on the drives

KEY MILESTONES

The Potential Provider should note the following project milestones that the Authority will measure the quality of delivery against:

Milestone	Description	Timeframe
1	Commencement of warranty extensions	Within 24 hours of current warranty end date, or within 24



hours of receipt of PO where warranties have already lapsed.

SERVICE LEVELS AND PERFORMANCE

The Authority will measure the quality of the Supplier’s delivery by:

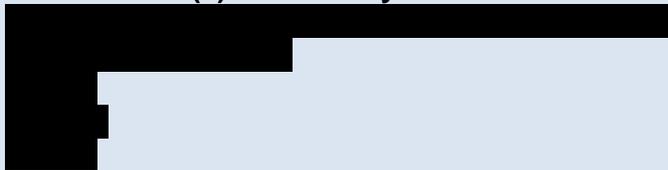
KPI/SLA	Service Area	KPI/SLA description	Target
1	Service Delivery	Global, 24x7 support for Severity 1 issues	100%
2	Service Delivery	Replacement parts and technical support engineer on-site within 4 hours for critical issues	100%
3	Service Delivery	The standard SLAs and KPIs listed under the standard product offering for Dell Data Protection - Keep Your Hard Drive and Dell Pro Support And 4Hr Mission Critical must also be adhered to in full	100%

Where a supplier fails the above KPIs the Authority will, in the first instance, seek a mutually agreeable resolution with the supplier. However, if this is not possible, the Authority reserves the right to cancel the agreement and seek alternative supply from the next ranked potential provider identified during the procurement event.

Warranty Period, if applicable

To commence upon contract award and Expire on 31st May 2019

Location/Site(s) for Delivery



Dates for Delivery of the Goods and/or the Services

Within twenty four (24) hours of current warranty end date, or within twenty four (24) hours of receipt of a PO where warranties have elapsed.

Software List product details under each relevant heading below

Supplier Software

Not applicable.

Third Party Software

Not applicable.

Maintenance Agreement

Not applicable.



Additional Clauses (see Annex 3 of Framework Schedule 4) Tick as required

Alternative Clauses	Additional Clauses Tick one box below as applicable	Optional Clauses Tick any applicable boxes below
Scots Law Or Northern Ireland Law	<input type="checkbox"/> A: Termed Delivery – Goods <input type="checkbox"/> B: Complex Delivery – Solutions (includes Termed Delivery – Goods)	<input type="checkbox"/> C: Due Diligence <input type="checkbox"/> D: Call Off Guarantee
<input type="checkbox"/> Non-Crown Bodies <input type="checkbox"/> Non-FOIA Public Bodies	<input type="checkbox"/> NB Both of the above options require an Implementation Plan which should be appended to this Order Form	<input type="checkbox"/> E: NHS Coding Requirements <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

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

Not Applicable.

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)

Not Applicable.

Is a Financed Purchase Agreement being used?

Not Applicable.

If so, append to Call Off Schedule 2 as Annex A

Estimated Year 1 Call Off Contract Charges (£) £95,383.59



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

Not Applicable.

Total contract value

£95,383.59



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	14/08/18

For and on behalf of the Customer

Name	████████████████████
Job role/title	██████████
Signature	██████████
Date	15/08/18

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



Description	Details
Subject matter of the processing	<i>Server / Tape Library warranty information to include: hardware tag information for the purposes of identifying the hardware concerned; start of /end of contract dates to determine the period for which the hardware is covered; contact details including names, work e-mail address, work phone number, work office address for the purpose of raising queries / service desk calls related to the hardware covered</i>
Duration of the processing	For the lifespan of the warranty contract which ends 31/05/2019
Nature and purposes of the processing	<i>Any supplier contact details will be stored for reference purposes and will only be used for the purpose of raising helpdesk calls / queries related to the hardware which is by the hardware warranty agreement.</i>
Type of Personal Data	<i>Contact details of supplier employees including names, work e-mail addresses, work telephone numbers, work office addresses</i>
Categories of Data Subject	<i>Supplier Employees</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>Supplier employee contact details will be retained until the end of the server warranty contract after which it will be destroyed. The data specifically related to the hardware owned by the Department will be retained until such a time as the Department determines it is no longer required</i>