

SCHEDULE 2

Order Form

Date	December 2020]	Order Reference	701309373
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FROM:

Contracting Authority	Ministry Of Defence
Customer's Address for Notices	[]
Invoice Address	Invoices Paid through MOD Contracting Purchasing & Finance (CP&F) System
Principal Contact	Name: Phone: e-mail:
Delivery Address (if different from above)	Name: Address: MOD Police Headquarters, Wethersfield, Braintree, Essex, CM7 4AZ Phone:

TO:

Contractor	Softcat plc
Contractor's Address for Notices	[]
Account Manager	Name: [] Address: [] Phone: [] e-mail: []

1. CONTRACT PERIOD

- 1.1 This Call-Off Contract shall take effect on December 2020 (the "Commencement Date").
- 1.2 The Contract Period shall be: six months ("Contract Period")
- 1.3 **Minimum Notice Period for exercise of Termination Without Cause [**

2. SERVICES REQUIREMENTS

2.1 Deliverables

Net Chassis Complete
Sparrow Call Divert Software
Extended Warranty
Training and Installation – including 3 day operator training and system set up

2.2 Quality Standards



Time frame for delivery of draft Quality Plans (as set out in Call Off Clause 7.2) from the Supplier to the Authority – from the Call Off Commencement Date (Working Days)

2.2 Contracting Authority’s responsibilities

3. SERVICE LEVELS AND MANAGEMENT INFORMATION

Service Levels *If required by the Authority populate the example table below to describe the detail*

Service Levels				
Service Level Performance Criteria	Key Indicator	Service Level Performance Measure	Service Level Threshold	Service Credit for each Service Period

4 (a) PAYMENT & TERMS

The estimated charges in year 1 is £

Estimated charges over the contract term is £

The Authority must pay the Contractor the Charges within 30 days of receipt of a valid, undisputed invoice, in cleared funds using the payment method and details stated in the invoice.

A Contractor invoice is only valid if it:

- includes all appropriate references including the Contract reference number and other details reasonably requested by the Authority
- includes a detailed breakdown of Delivered Deliverables and Milestone(s) (if any)
- does not include any Management Charge (the Contractor must not charge the Authority in any way for the Management Charge)

Payment will be made through the MOD Contracting, Purchasing and Finance (CP&F) payment system.

4 (b) Service Credits (where relevant)

5	SPECIAL TERMS
5.1	Required Insurances n/a
5.2	Additional Terms

6. Commercially Sensitive Information

BY SIGNING AND RETURNING THIS ORDER FORM THE CONTRACTOR AGREES to enter a legally binding contract with the Authority to provide the Services. The Parties hereby acknowledge and agree that they have read the Call-Off Terms and the Order Form and by signing below agree to be bound by the terms of this Call-Off Contract.

For and on behalf of the Contractor:

Name and Title	
Position	
Signature	
Date	

For and on behalf of the Authority:

Name and Title	Iain McLean
Position	Commercial Officer
Signature	
Date	December 2020