



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>



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## 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

Secretary of State for Works and Pensions

#### Billing address

Your organisation's billing address - please ensure you include a postcode

SSCL Accounts Payable Team, Room 6124, Tomlinson House, Norcross Blackpool, FY5 3TA

#### Customer representative name

The name of your point of contact for this Order

Redacted

#### Customer representative contact details

Email and telephone contact details for the Customer's representative

Redacted

### Supplier details

#### Supplier name

The Supplier organisation name, as it appears in the Framework Agreement

Insight Direct (UK) Ltd

#### Supplier address

Supplier's registered address

The Atrium, 1 Harefield Road, Uxbridge, UBB 1PH

#### Supplier representative name

The name of the Supplier point of contact for this Order

Redacted

#### Supplier representative contact details

Email and telephone contact details of the supplier's representative

Redacted

#### Order reference number

A unique number provided by the supplier at the time of quote

RFP NFC76 Lot 1



## Section B Overview of the requirement

### Framework Lot under which this Order is being placed

Tick one box below as applicable

- |   |                                     |
|---|-------------------------------------|
| 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

Please provide a project reference, this will be used in management information provided by suppliers to assist CCS with framework management

NFC76

### Call Off Commencement Date

The Call Off Commencement Date is the date on which the Call Off Contract is formed – this should be the date of the last signature on Section E of this Order Form

16/10/2017

### Call Off Contract Period (Term)

A period in Months which does not exceed 60 Months (5 years) - **leave blank if this is a simple transactional Goods purchase**. Where established as an initial and extension period complete the fields below

As below.

**Call Off Initial Period** Months

24 Calendar months or until all Goods are delivered and accepted.

**Call Off Extension Period (Optional)** Months

12 Calendar months.

### Specific Standards or compliance requirements

Include any conformance or compliance requirements with which the Goods and/or Services must meet

As specified in NFC76 Lot 1 – ITT Annex F Special Terms.



## 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

As specified in NFC76 Lot 1 – ITT Annex E Statement of Requirements

### Warranty Period, if applicable

Standard Warranty for all Devices

### Location/Site(s) for Delivery

As specified on each individual Purchase Order. Location may vary on each Purchase Order but in any event will be a single UK Mainland location.

### Dates for Delivery of the Goods and/or the Services

As specified in NFC76 Lot 1 – ITT Annex E Statement of Requirements

**Software** List product details under each relevant heading below

#### Supplier Software

None

#### Third Party Software

None

Include license or link in Call Off Schedule 3

#### Maintenance Agreement

None.

Include terms or link in Call Off Schedule 3

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

#### Alternative Clauses

Scots Law  
Or

Northern Ireland Law

Non-Crown Bodies

Non-FOIA Public  
Bodies

#### Additional Clauses

Tick one box below as applicable

A: Termed Delivery – Goods

B: Complex Delivery – Solutions  
(includes Termed Delivery – Goods)

C: NFC76 Lot 1 – ITT Annex F  
Special Terms

**NB Both of the above options  
require an Implementation Plan  
which should be appended to this  
Order Form**

#### Optional Clauses

Tick any applicable boxes below

C: Due Diligence

D: Call Off Guarantee

E: NHS Coding  
Requirements

F: Continuous Improvement  
& Benchmarking

G: Customer Premises



H: Customer Property

I: MOD Additional Clauses

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

List below  
None

**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)**

As per Supplier's tender response (NFC76 Lot 1 - ITT Annex C Pricing Response v1 INSIGHT)

**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

£311,375 - Unit Price column redacted subject to exemption clause 43 of the Freedom of Information Act.

## 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

Any information that the Supplier considers sensitive for the duration of an awarded Call Off Contract  
[Click here to enter text.](#)

### Total contract value

Please provide the total contract value (for the Call Off Initial Period) as detailed in your response to the Customer's statement of requirements

£311,375 - Unit Price column redacted subject to exemption clause 43 of the Freedom of Information Act.



## 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	Redacted
Job role/title	Contracts Manager
Signature	Redacted
Date	16 <sup>th</sup> October 2017

#### For and on behalf of the Customer

Name	Redacted
Job role/title	Commercial Lead
Signature	Redacted
Date	16/10/2017