

Order Form for Digital Workplace Solutions

Framework agreement reference: SBS/19/AB/WAB/9411/03

Date of order		Order Number	To be quoted on all correspondence relating to this Order
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FROM

Customer	NHS Business Services Authority "Customer"
Customer's Address	Stella House Goldcrest Way Newcastle upon Tyne NE15 8NY
Invoice Address	
Contact Ref:	Name: [REDACTED] Address: Phone: e-mail: [REDACTED]

TO

Supplier	CDW Limited "Supplier"
Supplier's Address	1 New Change, London, EC4M 9AF
Account Manager	Name: [REDACTED] Address: 1 New Change, London, EC4M 9AF Phone: [REDACTED] e-mail: [REDACTED]

GUARANTEE

Guarantee to be provided	No
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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:

1. TERM
(1.1) Commencement Date 23/12/22
(1.2) Expiry Date The Contract shall expire on the date which is 12 Months after the Commencement Date

2. GOODS AND SERVICES REQUIREMENTS																		
(2.1) Goods and/or Services																		
<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 30%;"> <p>Goods -</p> <p>QUOTATION</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><small>COMPANY NAME</small></p> <p>NHS Business Services Authority Stella House Goldcrest Way Newcastle upon Tyne NE15 8NY</p> </div> </div> <div style="width: 40%;"> <p><small>CDW Limited, 8th Floor, The Peninsula, 2 Victoria Place, 1, 14 4EW</small></p> <div style="display: flex; justify-content: space-between;"> <div> <p><small>Telephone</small></p> <div style="background-color: black; width: 100px; height: 1.2em; margin-top: 2px;"></div> </div> <div> <p><small>Fax</small></p> <div style="background-color: black; width: 100px; height: 1.2em; margin-top: 2px;"></div> </div> </div> <p><small>Website</small> www.uk.cdw.com</p> </div> <div style="width: 25%; text-align: right;">  </div> </div>																		
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<p><small>WE GET PAYMENT SOLUTIONS - Maximise your IT investment! - Alternative payment options are available including DaaS, Leasing & Extended Payment Terms</small></p> <div style="background-color: black; width: 100%; height: 50px; margin-top: 10px;"></div>																		
<p>Service Profile - [<input type="checkbox"/>]</p> <p>Not used</p>																		
Minimum Order Value £ 																		
(2.2) Premises																		
Not used																		
(2.3) Lease/ Licenses																		
Not used																		
(2.4) Standards																		
Not used																		
(2.5) Security Requirements																		
Security Policy																		
Not used																		

Additional Security Requirements Not used Processing personal data under or in connection with this contract NO
(2.6) Exit Plan (where required) Not used
(2.7) Environmental Plan Not used

3. SUPPLIER SOLUTION
(3.1) Supplier Solution
(3.2) Account structure including Key Personnel Not used
(3.3) Sub-contractors to be involved in the provision of the Services and/or Goods Not used
(3.4) Outline Security Management Plan Not used
(3.5) Relevant Convictions Not used
(3.6) Implementation Plan Not used

4. PERFORMANCE QUALITY
(4.1) Key Performance Indicators Not used
(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
Not used				
Not used				

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))

Payment by BACS

(5.2) Invoicing and Payment

The Supplier shall issue invoices on shipment. The Customer shall pay the Supplier within [thirty (30) days] of receipt of a Valid Invoice, submitted in accordance with this paragraph 5.2, the payment profile set out in paragraph 5.1 above and the provisions of the Contract.

Specific arrangements relating to the above payment method are:

- Via email (preferred) to: [REDACTED]
- Or by post to: Stella House, Goldcrest Way, Newburn Riverside Park, Newcastle-Upon-Tyne, Tyne & Wear, NE15 8NY

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

Not used

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 Services and by signing below agree to be bound by the terms of this Contract.

Principal Signatory Details

For the Buyer:

Title: [REDACTED]

Name: [REDACTED]

Email: [REDACTED]

For the Supplier:

Title: [REDACTED]

Name: [REDACTED]

Email: [REDACTED]

Signed	For and on behalf of the Supplier	For and on behalf of the Buyer
	Signed via DocuSign on 21/12/2022	Signed via DocuSign on 21/12/2022