



**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>



Crown  
Commercial  
Service

## Section A General information

This Order Form is issued in accordance with the provisions of the Technology Products 2 Framework Agreement RM3733.

<b>Customer details</b>
<b>Customer organisation name</b> The Secretary of State for the Home Department, operating through the Training and Skills Unit, Criminal and Financial Investigations
<b>Billing address</b> REDACTED
<b>Customer representative name</b> REDACTED
<b>Customer representative contact details</b> <a href="#">REDACTED</a>
<b>Supplier details</b>
<b>Supplier name</b> XMA Limited
<b>Supplier address</b> REDACTED
<b>Supplier representative name</b> REDACTED
<b>Supplier representative contact details</b> REDACTED
<b>Order reference number</b> N/A



## 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

CCTS19A17

### 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

To be confirmed upon contract award

### 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

N/A

#### Call Off Initial Period Months

Commencing upon award and expiring upon delivery of the requirement, the Contracting Authority's acceptance of the goods and payment for them.

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

N/A

### Specific Standards or compliance requirements

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

All standards and compliance requirements are outlined within Attachment Three (3) – 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

The Authority requires the following;

Description	Quantity
Apple MacBook Pro with 15 inch display	REDACTED
Apple Magic mouse	REDACTED
Office Home and Business software for MacBook Pro	REDACTED
Mini display port to VGA adaptor cable	REDACTED

### Warranty Period, if applicable Standard

### Location/Site(s) for Delivery To be confirmed upon contract award

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

31/03/2019

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

#### Supplier Software

N/A

#### Third Party Software

N/A

Include license or link in Call Off Schedule 3

#### Maintenance Agreement

N/A

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

#### Additional Clauses

Tick one box below as applicable

A: Termed Delivery – Goods

B: Complex Delivery – Solutions

#### Optional Clauses

Tick any applicable boxes below

C: Due Diligence

D: Call Off Guarantee



		(includes Termed Delivery – Goods)	
Non-Crown Bodies	<input type="checkbox"/>	<b>NB Both of the above options require an Implementation Plan which should be appended to this Order Form</b>	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 type="checkbox"/>

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

To be confirmed upon contract award

**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)**

N/A

**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

**£14,846.36**

## Section D Supplier response

Suppliers - use this section to provide any details that may be relevant in the fulfilment of the Customer Order

REDACTED

**Total contract value**  
**£14,846.36**



## 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	REDACTED
Signature	REDACTED
Date	

#### For and on behalf of the Customer

Name	REDACTED
Job role/title	REDACTED
Signature	REDACTED
Date	

### Annex A – Schedule 5: GDPR

Description Of Authorised Processing	Details
<b>Identity of the Controller and Processor</b>	REDACTED
<b>Subject matter of the processing</b>	The provision of the goods/services
<b>Duration of the processing</b>	Contract term, commencing upon award and expiring upon delivery of the requirement.
<b>Nature and purposes of the processing</b>	The data is used to identify evaluators during the tender process and also ensure that the goods are delivered to the correct point of contact.
<b>Type of Personal Data</b>	Names Telephone numbers Email contact details



<b>Categories of Data Subject</b>	This shall include, but not limited to The Client's and its service provider's Personal Data.
<b>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</b>	The Supplier is to delete any Personal Data (and any copies of it) after 7 years after the expiry or termination of the framework agreement / Contract unless the Supplier is required by Law or Clause 9 (records, audit access and open book data) to retain the Personal Data.