



PURCHASE ORDER

Contract No: PS401

Contract Name: MOD-wide Data Protection training on part 3 of the Data Protection Act 2018 - Law Enforcement processing

Dated: 02.08.24

Supply the Deliverables described in the Schedule to this Purchase Order, subject to the attached MOD Terms and Conditions for Less Complex Requirements (up to the applicable procurement threshold).

Contractor	Quality Assurance Requirement (Clause 8)
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<p>Name: [REDACTED]</p> <p>Bold Content</p> <p>7 Bell Yard</p> <p>London</p> <p>WC2A 2JR</p> <p>POC:</p> <p>[REDACTED]</p>	<p>Is a Deliverable Quality Plan required for this Contract? No.</p> <p>Other Quality Requirements:</p> <ul style="list-style-type: none">• No specific Quality Management System requirements are defined. This does not relieve the Supplier of providing conforming products under this contract. CoC shall be provided in accordance with DEFCON 627• No Deliverable Quality Plan is required reference DEFCON 602B.• Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 - Quality Assurance Procedural Requirements - Concessions.• Any contractor working parties shall be provided in accordance with Def Stan. 05061 Part 4, Issue 4 - Quality Assurance Procedural Requirements Contractor Working Parties. <p>DCPP (Cyber): Risk Assessment Ref: RAR-. 240702A16</p> <p>Cyber Risk Profile: N/A</p> <p>As the Cyber Risk Profile is Not Applicable no further DCPP action is required.</p> <p>This is considered a Managed Service. Therefore the Authority is not the 'engaging party' and not responsible for IR35 determinations.</p>
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Consignor (if different from Contractor's registered address)	Transport Instructions (Clause 10)
<p>Name:</p> <p>Address:</p>	<p>Select method of transport of Deliverables</p> <p>To be Delivered by the Contactor <input type="checkbox"/> [Special Instructions]</p> <p>To be Collected by the Authority <input type="checkbox"/> [Special Instructions]</p> <p>Each consignment of the Deliverables shall be accompanied by a delivery note.</p>

Progress Meetings (Clause 14)	Progress Reports (Clause 14)
<p>The Contractor shall be required to attend the following meetings:</p> <p>Subject:</p> <p>Frequency:</p> <p>Location:</p>	<p>The Contractor is required to submit the following Reports:</p> <p>Subject:</p> <p>Frequency:</p> <p>Method of Delivery:</p> <p>Delivery Address:</p>

Payment (Clause 15)
<p>Payment is to be enabled by CP&F.</p> <p>Soft copies of invoices to be sent to: Pearl.Kuranchie100@mod.gov.uk</p>

Forms and Documentation	Supply of Hazardous Substances, Mixtures and Articles in Contractor Deliverables (Clause 9)
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<p>Forms can be obtained from the following websites:</p> <p>https://www.kid.mod.uk/maincontent/business/commercial/index.htm (Registration is required).</p> <p>https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement</p> <p>https://www.dstan.mod.uk/ (Registration is required).</p> <p>The MOD Forms and Documentation referred to in the Conditions are available free of charge from:</p> <p>Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site Lower Arcnott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)</p> <p>Applications via email: Leidos-FormsPublications@teamleidos.mod.uk</p> <p>If you require this document in a different format (i.e. in a larger font) please contact the Authority's Representative (Commercial Officer), detailed below.</p>	<p>A completed DEFFORM 68 (Hazardous and NonHazardous Substances, Mixture or Articles Statement) and, if applicable, UK REACH compliant Safety Data Sheet(s) (SDS) including any related information to be supplied in compliance with the Contractor's statutory duties under Clauses 9.b, and any information arising from the provisions of Clause 9 are to be provided by email with attachment(s) in Adobe PDF or MS WORD format to:</p> <p>The Commercial Officer detailed in the Purchase Order</p> <p>by the following date:</p> <p>So that the safety information can reach users without delay, the Authority shall send a copy preferably as an email with attachment(s) in Adobe PDF or MS WORD format.</p> <p>(1) Hard copies to be sent to:</p> <p>Hazardous Stores Information System (HSIS) Spruce 2C, #1260 MOD Abbey Wood (South) Bristol, BS34 8JH</p> <p>(2) Emails to be sent to:</p> <p>DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk</p> <p>SDS which are classified above OFFICIAL including Explosive Hazard Data Sheets (EHDS) for Ordnance, Munitions or Explosives (OME) are not to be sent to HSIS and must be held by the respective Authority Delivery Team.</p>
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DEFFORM 111
(Edn 10/22)

Appendix - Addresses and Other Information

1. Commercial Officer

Name: [REDACTED]

Address: B2, Bldg 405, MOD Corsham. SN13 9NR

Email: [REDACTED]



8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD
☎ 44 (0) 161 233 5397

2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD
☎ 44 (0) 161 233 5394

2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

Name: [REDACTED]

Address: MOD Main Building, Whitehall, London SW1A 2HB

Email: [REDACTED]



9. Consignment Instructions

The items are to be consigned as follows:

3. Packaging Design Authority

Organisation & point of contact:

(Where no address is shown please contact the Project Team in Box 2)



10. Transport. The appropriate Ministry of Defence Transport Offices are:

A. DSCOM. DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH
Air Freight Centre
IMPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943
EXPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943
Surface Freight Centre
IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

<p>4. (a) Supply / Support Management Branch or Order Manager: Branch/Name:</p> <p>☎ (b) U.I.N.</p>	<p>EXPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946</p> <p>B. JSCS</p> <p>JSCS Helpdesk No. 01869 256052 (select option 2, then option 3) JSCS Fax No. 01869 256837 Users requiring an account to use the MOD Freight Collection Service should contact UKStratCom-DefSp-RAMP@mod.gov.uk in the first instance.</p>
<p>5. Drawings/Specifications are available from</p>	<p>11. The Invoice Paying Authority</p> <p>Ministry of Defence ☎ 0151-242-2000 DBS Finance Walker House, Exchange Flags Fax: 0151-242-2809 Liverpool, L2 3YL Website is: https://www.gov.uk/government/organisations/ministryofdefence/about/procurement</p>
<p>6. Intentionally Blank</p>	<p>12. Forms and Documentation are available through *:</p> <p>Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site Lower Arncott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824) Applications via fax or email: LeidosFormsPublications@teamleidos.mod.uk</p>

<p>1. Quality Assurance Representative:</p> <p>Name: [REDACTED]</p> <p>Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.</p> <p>AQAPS and DEF STANs are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit http://dstan.gateway.isg-r.r.mil.uk/index.html [intranet] or https://www.dstan.mod.uk/ [extranet, registration needed].</p>	<p>* NOTE 1. Many DEFCONs and DEFFORMs can be obtained from the MOD Internet Site: https://www.kid.mod.uk/maincontent/business/commercial/index.htm</p> <p>2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.</p>


Contractor's Sensitive Information (Clause 5). Not to be published.

Description of Contractor's Sensitive Information:
Breakdown of prices

Cross reference to location of Sensitive Information:
Quote

Explanation of Sensitivity:
Breakdown of prices
to remain Commercial-
in-
Confidence

Details of potential harm resulting from disclosure:

Period of Confidence (if Applicable):	
Contact Details for Freedom of Information matters:	
<i>Group email address only</i>	
Name:	
Position:	
Address:	
Telephone Number:	E-mail 
Address:	
Building 405, Westwells Road, MOD	
Corsham. SN13 9NR	

Offer and Acceptance	
A) The Purchase Order constitutes an offer by the Contractor to supply the Deliverables. This is open for acceptance by the Authority for days from the date of signature. By signing the Purchase Order the Contractor agrees to be bound by the attached Terms and Conditions for Less Complex Requirements (Up to the applicable procurement threshold).	B) Acceptance

Name (Block Capitals):

Position:

For and on behalf of the Contractor

Authorised Signatory

Date:

Name :

Position: Prof Svcs, DD (Comrcl).

For and on behalf of the Authority

Authorised Signatory ..

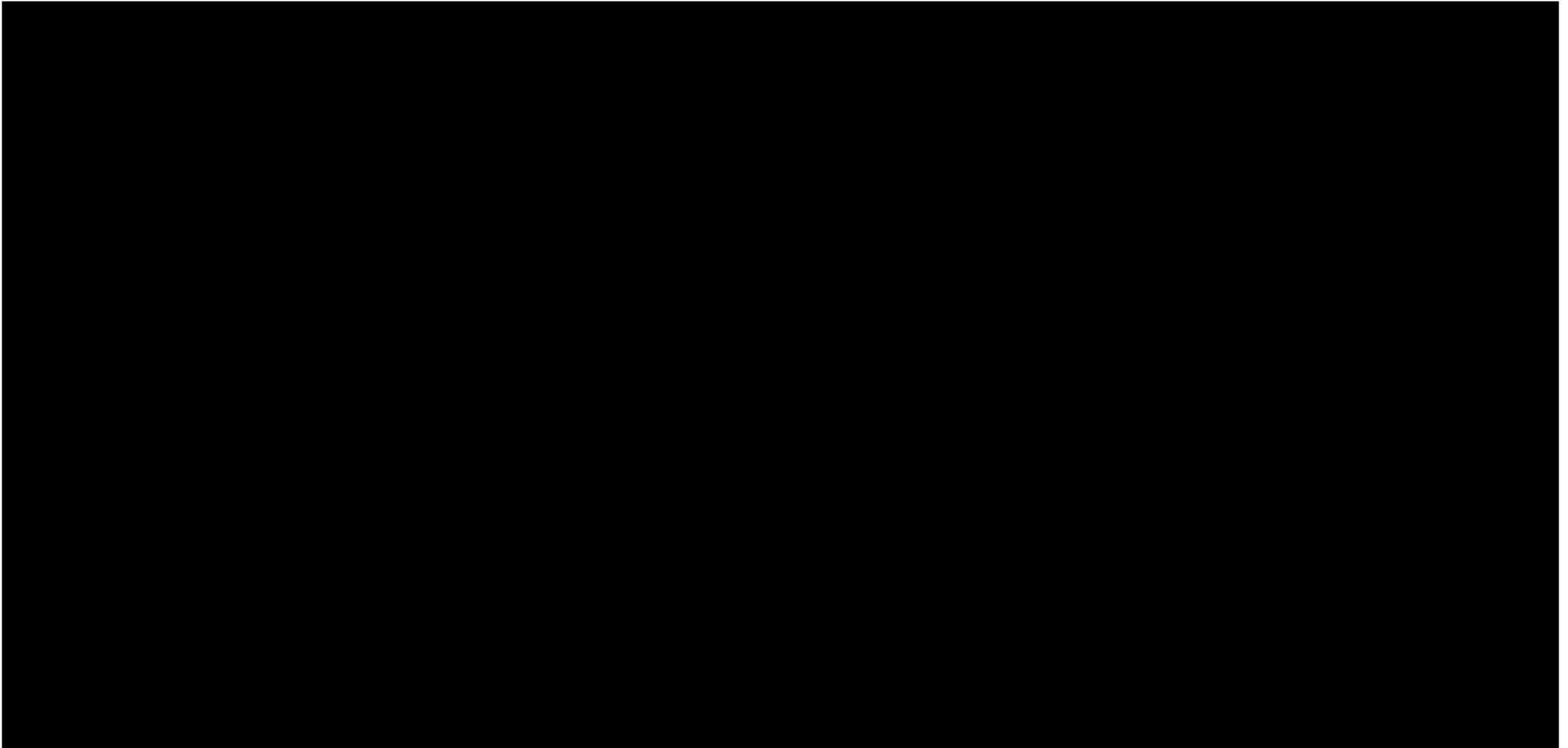
Date:

C) Effective Date of Contract:

Start Date: 05.08.24

End date: 31.10.24

SCHEDULE OF REQUIREMENTS FOR THE SUPPLY OF:



SC1A PO
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