



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>



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

Department for Education (DFE)

Billing address

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

[REDACTED TEXT]

Customer representative name

The name of your point of contact for this Order

[REDACTED TEXT]

Customer representative contact details

Email and telephone contact details for the Customer's representative

[REDACTED TEXT]

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

[REDACTED TEXT]

Supplier representative name

The name of the Supplier point of contact for this Order

[REDACTED TEXT]

Supplier representative contact details

Email and telephone contact details of the supplier's representative

[REDACTED TEXT]

Order reference number

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

[REDACTED TEXT]



Section B Overview of the requirement

Framework Lot under which this Order is being placed

Tick one box below as applicable

- | | |
|---|-------------------------------------|
| 1. HARDWARE | <input type="checkbox"/> |
| 2. SOFTWARE | <input checked="" 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

CCSO17C15

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

28/10/2018

Call Off Contract Period (Term)

Twelve (12) Month Contract Commencing: 28th October 2017 until 27th October 2018

Call Off Initial Period

Twelve (12) Months

Call Off Extension Period (Optional)

N/A

Specific Standards or compliance requirements

Include any conformance or compliance requirements with which the Goods and/or Services must meet
The specification of the goods required is outlined within the 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

Provision of QAS Pro Licence Renewal:

Item No:	Description	Unit Price	Quantity	Total Cost
DQT System				
1	QuickAddress GBR Address Data for Web - Annual Licence	£ [REDACTED TEXT]	1	£ [REDACTED TEXT]
2	QAS Pro Web 7.10 - Annual Licence	£ -	1	£ -
IRIS System				
3	QAS Pro Web 7.15 for Microsoft CRM 2013 (v.2.0) (500 users)	£ [REDACTED TEXT]	500	£ [REDACTED TEXT]
4	QAS AddressBase Premium for PSMA for Microsoft CRM – per seat (500 users)	£ -	500	£ -
5	QAS Pro Web 7.15 for Microsoft CRM 2013 (v.2.0) (3,500 users)	£ -	3500	£ -
6	QAS AddressBase Premium for PSMA for Microsoft CRM – per seat (3,500 users)	£ -	3500	£ -
			Total Cost	£ 83,931.30

Warranty Period, if applicable

N/A

Location/Site(s) for Delivery

[REDACTED TEXT]

Dates for Delivery of the Goods and/or the Services

By 28th October 2017

Software – Provision of QAS Pro Licence Renewal



Supplier Software N/A	Third Party Software N/A	Maintenance Agreement N/A
Additional Clauses (see Annex 3 of Framework Schedule 4)		
Alternative Clauses	Additional Clauses	Optional Clauses
Scots Law Or <input type="checkbox"/> Northern Ireland Law <input type="checkbox"/>	A: Termed Delivery – Goods <input type="checkbox"/> B: Complex Delivery – Solutions (includes Termed Delivery – Goods) <input type="checkbox"/> NB Both of the above options require an Implementation Plan which should be appended to this Order Form	C: Due Diligence <input type="checkbox"/> D: Call Off Guarantee <input type="checkbox"/> E: NHS Coding Requirements <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"/>
Non-Crown Bodies <input type="checkbox"/> Non-FOIA Public Bodies <input type="checkbox"/>		
Items licensed by the Customer to the Supplier (including any Customer Software, Customer Background IPR and Customer Data) N/A		
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) £83,931.30		
Is a Financed Purchase Agreement being used? <input type="checkbox"/> N/A		
Estimated Year 1 Call Off Contract Charges (£)		£83,931.30

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
Not Applicable

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

£83,931.30



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 TEXT]
Job role/title	[REDACTED TEXT]
Signature	[REDACTED TEXT]
Date	[REDACTED TEXT]

For and on behalf of the Customer

Name	[REDACTED TEXT]
Job role/title	[REDACTED TEXT]
Signature	[REDACTED TEXT]
Date	[REDACTED TEXT]