1. **PARTY AND AGREEMENT DETAILS**

**Customer Contracting Party:**

|  |  |
| --- | --- |
| **Customer Legal Name**: | The Insolvency Service |
| **Customer Principal Office Address:** | The Insolvency Service, Estates and Scanning,  PO Box 16652, Birmingham, B2 2HR |
| **Customer Company Registration Number:** | N/A |

**Unit4 Contracting Party:**

|  |  |
| --- | --- |
| **Unit4 Legal Name**: | Unit4 Business Software Limited |
| **Unit4 Registered Office Address:** | Suite 201, Longwater Avenue, Green Park, Reading, Berkshire, RG2 6GP |
| **Unit4 Company Registration Number:** | 01737985 |

**Agreement Details:**

|  |  |
| --- | --- |
| **Agreement Reference:** | UK/2019/U4BW/1407 |
| **Agreement Signature Date:** | 27 March 2019 |
| **Effective Date** | Date last party signs the Order Form |
| **Purchase Order Number:**  (if no number provided by Customer in this Order Form, or within 7 days of signature, it is assumed a PO number is not required by Customer). |  |

1. **UNIT4 PRODUCTS AND SERVICES**

**2.1 Background**

a.The Customer has agreed to renew this Agreement for a minimum of one year, commencing 1 April 2020; and the renewal fee for the Standard Support Services is **£28,227.16** (excl VAT).

b. In addition, the Customer is using an older release of Unit4 Business World Software (MS5 or older) and the Parties have agreed to amend the support and maintenance service provided under this Agreement to include Extended Lifetime Support, and the revised service is described in Section D of Appendix C – Global Tiered Support Terms which forms part of this Agreement.

c. In the event that Customer upgrades the Unit4 Business World Software to a Current or Previous Release (N and N-1) before 31 March 2021, Unit4 will provide a pro-rata rebate of the Additional Support Fee shown below from the date on which the Customer processes live data on the upgraded Software system until 31 March 2021.

**2.2 Unit4 Products\* and Delivery**:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit4 Product (full module breakdown below – see Schedule 1):** | **Delivery** | | | | | |
| On Premises | Global Cloud Services | | | | Microsoft Dynamics |
| Managed Cloud | Prevero Cloud  (SaaS) | SaaS (Public) | |
| Standard | Advanced |
| Unit4 Business World | **✓** | N/A | N/A | N/A | N/A | N/A |

**Software Term Licence – Additional Purchase:**

|  |  |
| --- | --- |
|  | £ |
| **Licence Fee (one-off):** | N/A |
| **Additional Support Fee (annual):** | **£15,000.00**\* – See 2.1 b + c above |
| **Support Commencement Date** | 1 April 2020 |

\*excluding VAT

**Product Support Services – Additional Service**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Tiered Support Selection** | | |
| **Unit4 Product** | **Standard Support¹** | **Enhanced Support** | **Premium Support** |
| Unit4 Business World | **✓** | N/A | N/A |

¹See above – the Extended Lifetime Support service will now be provided under this Agreement.

**Summary of Support Fees Payable Under this Order**

|  |  |
| --- | --- |
| **Fees for year commencing 1 April 2020\*** | |
| Annual Support Renewal | **£28,227.16** |
| Additional Support Fee (Extended Lifetime Support) | **£15,000**.00 |
| **TOTAL** | **£43,227.16** |

**\*** All fees shown exclude VAT

1. **DETAILS OF OFFER AND APPLICABLE CONTRACT DOCUMENTATION**

Prices in this Order Form are valid only through to 31 March 2020.

All other details contained in the Agreement, as recorded in Sales Order Form 1 and the existing related terms and conditions, remain unchanged and apply to this Sales Order Form 2.

1. **SIGNATURES AND EXECUTION**

The Agreement is entered into on the last date of signature below.

|  |  |  |  |
| --- | --- | --- | --- |
| SIGNED BY:  **UNIT4 BUSINESS SOFTWARE LIMITED** | | SIGNED BY:  **THE INSOLVENCY SERVICE** | |
| Authorised signatory | REDACTED | Authorised signatory | REDACTED |
| Name | REDACTED | Name | REDACTED |
| Job Title |  | Job Title |  |
| Signature Date |  | Signature Date |  |

**Schedule 1**

|  |
| --- |
| **SUPPORTED SOFTWARE PRODUCTS: Existing Licence** |
| **Support Level: Standard Support & Extended Lifetime Support** |
| **Annual Support Renewal Date: 1 April** |

|  |  |  |
| --- | --- | --- |
| **Software Products – Unit4 Business World (Standard Licence)** | | **Licence Level** |
| **U4BW Core Products** | **U4BW Module Name** | **Users** |
| AG | System Administration | Available for all users |
| XRS | Reporting & Analysis Suite |
| FGL | General Ledger |
| FSU | Accounts Payable |
| FCU | Accounts Receivable |
| WFF | Workflow Financials |
| WRP | Web Reporting |
| AFF | Flexifields |
| XIP | Intellagent – professional edition |
|  |  |
| **U4BW Core Products** |  |
| ADL | Address Look Up (Quick Address Pro interface) |
| ARM | AP AR Automatic Allocation |
| ABI | Automatic Batch Input |
| FPI | Financials Posting Interface |
| IFACE | Data Import Utilities Suite |
| QAPR | Quick AP AR |
| SPP | Periodic Supplier Payments |