

Framework Schedule 6 (Order Form Template and Call-Off Schedules)

Order Form

CALL-OFF REFERENCE: **Project_26577 Lightweight Laptop Devices**

THE BUYER: **Department for Work and Pensions**

BUYER ADDRESS: Caxton House, Tothill Street, Westminster, London SW1 9HA

THE SUPPLIER: CDW Limited

SUPPLIER ADDRESS: One New Change, London, EC4M 9AF

REGISTRATION NUMBER: 02465350

DUNS NUMBER: **REDACTED**

SID4GOV ID: Not used

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 17/02/2025. It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):
Lot 2

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
2. Joint Schedule 1 (Definitions and Interpretation) RM6098
3. Framework Special Terms

4. The following Schedules in equal order of precedence:

- Joint Schedules for RM6098
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
- Call-Off Schedules for RM6098
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 4 (Tender)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 20 (Call-Off Specification)

5. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form

6. Joint Schedule 5 (Corporate Social Responsibility) RM6098

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

A condition of this contract is that the Authority must be able to receipt all of the goods from the initial order before 25th of March 2025. The Authority reserves the right to cancel the contract and not pay for goods if supplier fails to deliver by the date stated.

CALL-OFF START DATE: **25/02/2025**

CALL-OFF EXPIRY DATE: **24/02/2026**

CALL-OFF INITIAL PERIOD: 12 months

CALL-OFF DELIVERABLES

The Supplier shall provide devices and services to the specification in Call-Off Schedule 20 (Call-Off Specification)

LOCATION FOR DELIVERY

Delivery will be to UK address specified by the Buyer at point of order. Where the Buyer orders storage as well, this may initially be to a Supplier provisioned storage facility. Where the Supplier has been storing the devices, the Buyer will separately notify the Supplier where and when it requires the devices delivered to when it no longer requires them to be stored, giving at least one weeks' notice, and the Supplier

will deliver the specified quantity of devices to the specified location on the required date

For the avoidance of doubt, the Buyer may request delivery of the devices in multiple batches.

For the purpose of clause 3.2 of the Core Terms Delivery shall mean the delivery of the devices to the Buyer's final location, not to Supplier provisioned storage, and the Delivery Charge set out in Call-Off Schedule 5 shall apply only for delivery to the Buyer's final location.

DATES FOR DELIVERY

All items shall be delivered to the location specified on the order within 4 weeks of the Purchase Order. Dates to be confirmed once the order has been placed.

Where the Supplier is delivering devices that have been stored by the Supplier, the Supplier shall deliver on the date specified by the Buyer subject to the Buyer giving at least one week's notice.

TESTING OF DELIVERABLES

All testing completed prior to award.

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be 12 (twelve) months manufacturer warranty as standard.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £3,012,912.00 inc. VAT

CALL-OFF CHARGES

See details in Call-Off Schedule 5 (Pricing Details)

Total Contract Value is £5,000,000.00 inclusive of VAT.

Initial order of 3,000 devices is £3,012,912.00 inclusive of VAT

Remaining balance from initial order is £1,987,088.00 inclusive of VAT

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

Payment method BACS

BUYER'S INVOICE ADDRESS:

Department for Work and Pensions

APinvoices-DWP-U@sscl.gse.gov.uk

REDACTED

BUYER'S AUTHORISED REPRESENTATIVE

REDACTED

BUYER'S ENVIRONMENTAL POLICY

Not Applicable

BUYER'S SECURITY POLICY

DWP Information Security Policy version 1

DWP Acceptable Use Policy version 2.5

DWP Physical Security Policy version 2.0 DWP Information Management Policy
version 4.1

Available at:

<https://www.gov.uk/government/publications/dwp-procurement-security-policies>
and

<https://www.gov.uk/government/publications/dwp-procurement-security-policies-and-standards>

SUPPLIER'S AUTHORISED REPRESENTATIVE

REDACTED

SUPPLIER'S CONTRACT MANAGER

REDACTED

PROGRESS REPORT FREQUENCY

To be confirmed

PROGRESS MEETING FREQUENCY

To be confirmed

KEY STAFF

REDACTED

KEY SUBCONTRACTOR(S)

Not applicable

COMMERCIALLY SENSITIVE INFORMATION

Product unit price for the duration of this contract

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

Not applicable

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	REDACTED	Signature:	REDACTED
Name:	REDACTED	Name:	REDACTED
Role:	REDACTED	Role:	REDACTED
Date:	18/02/2025	Date:	18/02/2025