



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

### Billing address

Your organisation's billing address - please ensure you include a postcode Invoices should be sent to:

REDACTED

If unable to send electronically, they should be posted to:

Shared Services Connected Ltd (SSCL)Accounts Payable Team

Room 6124 Tomlinson House

Norcross

Blackpool

FY5 3TA

### Customer representative name

The name of your point of contact for this Order

Paul Brown

### Customer representative contact details

Email and telephone contact details for the Customer's representative

REDACTED

### Supplier details

#### Supplier name

The Supplier organisation name, as it appears in the Framework Agreement

Bytes Software Services Limited

### Supplier address

Supplier's registered address

Bytes House,

Randalls Way,

Leatherhead,



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Surrey,  
KT22 7TW

**Supplier representative name**

The name of the Supplier point of contact for this Order

Malcolm Smith

**Supplier representative contact details**

Email and telephone contact details of the supplier's representative

REDACTED

**Order reference number**

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

REDACTED



## 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 **Data Archiving Solution**

### 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

29/01/2020

### 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

Three (3) years, to commence on 30/01/2020 and terminate on 29/01/2023.

**Call Off Initial Period** Months  
36 months

**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  
The Data Archiving Solution will provide compliance with GDPR, SEC 17, MiFID II, FINRA, HIPAA, HITECH and more.

## 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*

Part Code	Description	Qty	Unit Price (£ ex VAT)	Total Price (£ ex VAT)	Months
REDACTED	REDACTED	REDACTED	REDACTED	REDACTED	REDACTED
REDACTED	REDACTED	REDACTED	REDACTED	REDACTED	REDACTED
REDACTED	REDACTED	REDACTED	REDACTED	REDACTED	REDACTED
REDACTED	REDACTED	REDACTED	REDACTED	REDACTED	REDACTED

**Warranty Period, if applicable**

As per T&Cs

**Location/Site(s) for Delivery** Electronic delivery

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

29/01/2020

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

**Supplier Software**

N/A

**Third Party Software**

Archive360 Archive2Azure

**Maintenance Agreement**

Nimbus

[Embed document](#)

**Additional Clauses (see Annex 3 of Framework Schedule 4)** Tick as required

**Alternative Clauses**



		<b>Additional Clauses</b> Tick one box below as applicable	<b>Optional Clauses</b> Tick any applicable boxes below
Scots Law Or	<input type="checkbox"/>	A: Termed Delivery – Goods <input type="checkbox"/>	C: Due Diligence <input type="checkbox"/>
Northern Ireland Law	<input type="checkbox"/>	B: Complex Delivery – Solutions (includes Termed Delivery – Goods) <input type="checkbox"/>	D: Call Off Guarantee <input type="checkbox"/>
<b>NB Both of the above options require an Implementation Plan which should be appended to this Order Form</b>			
Non-Crown Bodies	<input type="checkbox"/>		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)**

List below  
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)**

£230,040 (ex. VAT) – breakdown below:

**REDACTED**

**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

**REDACTED**



## 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

N/A

### 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

£230,040 (ex. VAT)

### Supplier Quote & Tender Response

REDACTED



## 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	
Job role/title	
Signature	
Date	

#### For and on behalf of the Customer

Name	
Job role/title	
Signature	
Date	