**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.

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| **Customer details** |
| **Customer organisation name**  Joint Forces Command (JFC) Ministry Of Defence (MOD) |

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| --- |
| **Billing address**  REDACTED |

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| **Customer representative name**  REDACTED |

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| --- |
| **Customer representative contact details**  Email: REDACTED Telephone: REDACTED |

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| **Supplier details** |
| **Supplier name**  Software Box Ltd |

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| **Supplier address**  REDACTED |

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| **Supplier representative name**  REDACTED |

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| **Supplier representative contact details**  Email: REDACTED Telephone: REDACTED |

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| **Order reference number**  REDACTED |

**Section B**

**Overview of the requirement**

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| **Framework Lot under which this Order is being placed** | |
| 1. HARDWARE |  |
| 1. SOFTWARE |  |
| 1. COMBINED SOFTWARE AND HARDWARE REQUIREMENTS |  |
| 1. INFORMATION ASSURED PRODUCTS |  |
| 1. VOLUME HARDWARE REQUIREMENTS (DIRECT FROM OEM) |  |

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| **Customer project reference**  CCIH18A80 |

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| **Call Off Commencement Date**  On Contract Award (estimated 21st December 2018) |

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| **Call Off Contract Period (Term)**  Twelve (12) months to cover licences. | |
| **Call Off Initial Period** Months  Twelve (12) months | **Call Off Extension Period (Optional)** Months  No extension options. |

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| **Specific Standards or compliance requirements**  The specification for this requirement is outlined within the Appendix B – Statement of  Requirements. The Customer’s populated Schedule 5 in line with GDPR can be found  under Annex B - Call-Off Schedule 5 Schedule of Processing, Personal Data and Data  Subjects. By signing this Contract the Supplier has accepted the Customer’s completed  Annex B. |

**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.

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| **Goods and/or Services** The Requirement  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Product Type** | **Product Required** | **Quantity** | **Price Per Unit (ex VAT)** | **Total Price (exc VAT)** | | Hardware | Deployable Workstations | 5 | REDACTED | REDACTED | | Warranty | Customised Extended Hardware Warranty for Deployable Workstations - Option 1 | 5 | REDACTED | REDACTED | | Warranty | Customised Extended Hardware Warranty for Deployable Workstations - Option 2 | 5 | REDACTED | REDACTED | | Hardware | External Storage | 5 | REDACTED | REDACTED | | Hardware | Protective Travel Cases | 5 | REDACTED | REDACTED | | Hardware | Transportation Trolleys | 2 | REDACTED | REDACTED | | Software | Windows 10 Pro | Cover 5 Machines | REDACTED | REDACTED | | Software | AGISoft Photoscan Pro – Standalone Licence | Cover 5 Machines | REDACTED | REDACTED | | Software | Microsoft Office Standard | Cover 5 Machines | REDACTED | REDACTED | | Software | Adobe PhotoShop CC Gov Version | Cover 5 Machines | REDACTED | REDACTED | | Software | Adobe Acrobat Pro DC | Cover 5 Machines | REDACTED | REDACTED | | Software | WinZip Pro | Cover 5 Machines | REDACTED | REDACTED | | Software | Panotour Pro | Cover 5 Machines | REDACTED | REDACTED | | Software | Symantec Endpoint | Cover 5 Machines | REDACTED | REDACTED | | **Delivery and Any Additional Costs Associated with the Provision of the above Goods** | | |  |  | | *Please insert description here* | |  |  | *£ -* | | **Total Contract Price for Evaluation (exc VAT)** | |  |  | **£ 272,070.62** | |  |  |  |  |  |  The Authority will be taking Warranty Option 1 ONLY. Therefore, the total contract value will be minus the cost of Warranty Option 2 priced for above.Key MilestonesSoftware Box should note the following project milestones that the Authority will measure the quality of delivery against:  |  |  |  | | --- | --- | --- | | **Milestone** | **Description** | **Timeframe** | | 1 | Return signed order form. | Within 2 days of Contract Award | | 2 | Delivery of the goods. | Within 6 weeks of Contract Award or No later than the 28th Feb 2019. |  Service Levels and PerformanceThe Authority will measure the quality of Software Box delivery by:  |  |  |  |  | | --- | --- | --- | --- | | **KPI/SLA** | **Service Area** | **KPI/SLA description** | **Target** | | 1 | Delivery | Delivery of all products to be completed within six (6) weeks of Contract award. | 100% | | 2 | Service Delivery | Continued and uninterrupted support provision as outlined in Section 6 -The Requirement, for the duration of the Contract term. | 100% | |

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| **Warranty Period, if applicable**  Five (5) year warranty. |

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| **Location/Site(s) for Delivery**  RAF Wyton, Huntingdon, Cambridgeshire, PE28 2EA |

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| Dates for Delivery of the Goods and/or the Services  Within 6 weeks of Contract Award or No later than the 28th of February 2019. | | |
| Software | | |
| Supplier Software | Third Party Software  N/A | Maintenance Agreement  N/A |

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| **Additional Clauses (see Annex 3 of Framework Schedule 4)** Tick as required | | | | | |
| **Alternative Clauses** |  | **Additional Clauses**  Tick one box below as applicable |  | **Optional Clauses**  Tick any applicable boxes below |  |
| Scots Law  Or |  | A: Termed Delivery – Goods |  | C: Due Diligence |  |
| Northern Ireland Law |  | B: Complex Delivery – Solutions  (includes Termed Delivery – Goods) |  | D: Call Off Guarantee |  |
| Non-Crown Bodies |  | **NB Both of the above options require an Implementation Plan which should be appended to this Order Form** |  | E: NHS Coding Requirements |  |
| Non-FOIA Public Bodies |  |  | F: Continuous Improvement & Benchmarking |  |
|  |  |  |  | G: Customer Premises |  |
|  |  |  |  | H: Customer Property |  |
|  |  |  |  | I: MOD Additional Clauses |  |

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| **Items licensed by the Customer to the Supplier (including any Customer Software, Customer Background IPR and Customer Data)**  NA | |
| **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)**  £246,792.02 (excluding VAT) | |
| **Is a Financed Purchase Agreement being used?** |  |
| **Estimated Year 1 Call Off Contract Charges (£)** | £246,792.02 (excluding VAT) |

**Section D**

**Supplier response**

Suppliers - use this section to provide any details that may be relevant in the fulfilment of the Customer Order

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| **Commercially Sensitive information**  Any information that the Supplier considers sensitive for the duration of an awarded Call Off Contract  REDACTED |

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| **Total contract value**  £246,792.02 (excluding VAT) |

**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.

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| **SIGNATURES** |

**For and on behalf of the Supplier**

|  |  |
| --- | --- |
| Name | REDACTED |
| Job role/title | REDACTED |
| Signature | REDACTED |
| Date | REDACTED |

**For and on behalf of the Customer**

|  |  |
| --- | --- |
| Name | REDACTED |
| Job role/title | REDACTED |
| Signature | REDACTED |
| Date | REDACTED |

**Call-Off Schedule 5 Schedule of Processing, Personal Data and Data Subjects**

|  |  |
| --- | --- |
| **Description** | **Details** |
| Subject matter of the processing | REDACTED |
| Duration of the processing | REDACTED |
| Nature and purposes of the processing | REDACTED |
| Type of Personal Data | REDACTED |
| Categories of Data Subject | REDACTED |
| Plan for return or destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data | REDACTED |