



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

Driver and Vehicle Licensing Agency (DVLA)

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

Centerprise International Limited

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

CCIH18A60

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

15th August 2018

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

The Contract will expire on successful installation of the required hardware

Call Off Initial Period Months

Call Off Extension Period (Optional) Months

Not Applicable.

Specific Standards or compliance requirements

Include any conformance or compliance requirements with which the Goods and/or Services must meet

The Customer's populated Schedule 5 in line with GDPR can be found under Annex A - 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 A.



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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



No.	Part No.	Description	Qty

The Potential Provider should note the following project milestones that the Authority will measure the quality of delivery against:



Milestone	Description	Timeframe
1	Completion of the pre-installation engagement meeting;	Target date of the 27 th of August 2018
2	Successful delivery and installation of equipment identified within Table 1 within the Authority's location identified within Section 21;	Target date of the 7 th of September 2018
3	Handover following successful installation of equipment.	Target date of the 11 th of September 2018

As the building is currently going through a renovation project, the Authority would require five (5) days' notice from the Successful Supplier prior to the commencement of the installation.

The Authority will liaise with the Successful Supplier to arrange suitable dates for the pre-installation engagement meeting, installation dates and access to the Authority's site, as well as the sign off of the successful installation and handover.

KPI/SLA	Service Area	KPI/SLA description	Target
1	Standard Manufacturer's Warranty	Ensure that all SLAs stated within the Standard Manufacturer's warranty to be adhered to throughout the warranty period.	100%

Where a Supplier fails at the above KPI/SLA the Authority will, in the first instance, seek a mutually agreeable resolution with the Supplier. However, if this is not possible, the Authority reserves the right to cancel the agreement and seek alternative supply from the next ranked Potential Provider identified during the procurement event.

Warranty Period, if applicable

All equipment provided within this proposal is supplied as requested with a minimum manufactures 12 month (One Year) Warranty period.

REDACTED TEXT

Location/Site(s) for Delivery

REDACTED TEXT

Dates for Delivery of the Goods and/or the Services

Description	Timeframe
Completion of the pre-installation engagement meeting;	Target date of the 27 th of August 2018
Successful delivery and installation of equipment identified within Table 1 within the Authority's location identified within Section 21;	Target date of the 7 th of September 2018
Handover following successful installation of equipment.	Target date of the 11 th of September 2018



Software List product details under each relevant heading below

Supplier Software

Third Party Software

Maintenance Agreement

Include license or link in Call Off Schedule 3

Include terms or link in Call Off Schedule 3

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

Alternative Clauses

Additional Clauses

Optional Clauses

Tick one box below as applicable

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

Items licensed by the Customer to the Supplier (including any Customer Software, Customer Background IPR and Customer Data)

List below
Not Applicable

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)

£21,937.34

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

Not Applicable

**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
None

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

£21,937.34



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



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

Description	Details
Subject matter of the processing	REDACTED TEXT
Duration of the processing	REDACTED TEXT
Nature and purposes of the processing	REDACTED TEXT
Type of Personal Data	REDACTED TEXT
Categories of Data Subject	REDACTED TEXT
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 TEXT