

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

Order Form

CALL-OFF REFERENCE: Prj_7391
THE BUYER: The Secretary of State for Justice
BUYER ADDRESS: Ministry of Justice, 3rd Floor 10 South Colonnade,
Canary Wharf , E14 4PU
THE SUPPLIER: CDW Ltd
SUPPLIER ADDRESS: 3rd Floor
One New Change
London EC4M 9AF
United Kingdom
REGISTRATION NUMBER: 02465350

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated
24th November 2021

It's issued under the Framework Contract with the reference number RM6068 for the provision of Technology Products and Associated Services.

CALL-OFF LOT(S):

- **Lot 2 Hardware & Associated Services**

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) RM6068
- 3 The following Schedules in equal order of precedence:
 - Joint Schedules for RM6068
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - **Joint Schedule 12 Supply Chain Visibility**

Framework Schedule 6

- Call-Off Schedules for **Prj_7391**
- 4 CCS Core Terms (version 3.0.6)
- 5 Joint Schedule 5 (Corporate Social Responsibility) RM6068
- 6 **Call-Off Schedule 4 (Call-Off Tender)**
- 7 **Annexes A to E Call-Off Schedule 6 (ICT Services)**

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

The following Special Terms are incorporated into this Call-Off Contract:

Special Term 1 “Time is of the essence”

CALL-OFF START DATE: **24th November 2021**
 CALL-OFF EXPIRY DATE: **31st March 2023**
 CALL-OFF INITIAL PERIOD: **16 Months**
 CALL-OFF OPTIONAL EXTENSION PERIOD: **up to 24 months in total**

CALL-OFF DELIVERABLES

Goods / Services	Quantity	Notes
<p>MFF Desktop EUDs (base station only)</p> <ul style="list-style-type: none"> • i5 latest generation CPU • Min 512GB, SSD storage preferred • 16Gb processing memory • TPM 2.0 (physical onboard device) • Windows 10 Pro • Memory: 3200Mhz+ • UHD resolution display capability • <i>And otherwise technically capable of accepting upgrade to W11 in due course.</i> • 3yr on-site OEM support <p>USB 3.2 (USB type-A) / HDMI / DVI ports to allow use of existing peripherals e.g. Keyboard, Mouse, Monitor x2 (VGA DVI (DisplayPort 60% of users), Headset, Scanner, Printer, Memory stick, Camera etc RJ45 Ethernet / Network port</p> <p>Specified EUDs model required</p> <ol style="list-style-type: none"> 1. Desktop Dell OPTIPLEX 5080 (5090) MICRO XCTO I5, 16GB, 512GB, Micro Form Factor 	<p>4000 units (Min Feb-April 2022)</p> <p>OR Up to a total of 17,800 units IF this volume can be delivered before 31st March 2022 to a bonded warehouse agreed location,</p>	<p>Volumes for May-June as yet unconfirmed but may be sourced through this route once governance is in place.</p> <p>Volumes may be increased on this procurement at the Buyer's discretion following the initial commitment / delivery dependant on affordability and demand to a level of +25% of the baseline unit volume</p> <p>Further units beyond this would be sourced through additional sourcing exercises</p>

Goods / Services	Quantity	Notes
<p>2. Or Replacement Dell 5000MFF Device for 2022. This would require retrofitting with Windows 10 rather than Windows 11 if before the Downgrade version released in March 2022</p> <p>Memory: No 2666Mhz, Only 3200Mhz Wireless: WIFI 6E Intel Wireless 802.11ax 6GHz - supports 6GHZ band Dell Optimiser; Next gen offering of Dell Optimizer 3.0 Audio Port: Removed 1 LI/LO audio from CM/3/5 series all FFs (UAI audio retained) The 5090 in Windows 10 configuration should remain available to 4th Q 2021-2022. Should additional hardware be required the replacement type would also be required in Windows 10 configuration, regardless of the next model Downgrade version not being specifically available until 17th March 2022. Any new model would need to be provided in sample volumes in advance for additional compatibility testing.</p>		
<p>Requirements for Monitors – Volume is</p> <p>DELL 24 USB-C HUB MONITOR - P2422HE - 60.5CM (23.8") REF 108378694</p>	<p>250 units</p>	<p><i>It is understood that Screen lead times in some cases may exceed that of core EUDs lead times or at a cost that does not demonstrate value for money or is above the affordability threshold.</i></p> <p><i>The Buyer may withdraw this aspect of the RFQ where the lead times is not achievable, in favor of technically compatible equivalents sourced through disaggregated “spot buying”.</i></p>
<p><i>configuration</i> <i>Values per batch and total</i></p>		<p><i>Cost of interface and handling where the Programme’s Deployment partner and the OEM reseller are different will be factored into the Total Cost of Ownership and is part of the evaluation criteria.</i></p> <p><i>Storage costs included as a factor to account for variances in deployment consumption: Expectation is that moderated “Just in time” principles apply, setting aside financial imperatives to obtain delivery in 2021-2022 FY</i></p>

Goods / Services	Quantity	Notes
Indicative costs of configuration of units including tasks such as formatting, asset tagging, patching, updates and including service specific literature.		

Must Have (Minimum Outcome)

- 4,000 MFF units as soon as possible, in Buyer possession (Bonded Warehouse) aligned to the table shown below, delivery starting before February 2022.
- MFFs Includes Keyboard / mouse, no screens
- Ancillaries, Configuration Services and “holding pattern” warehousing services as described in technical annex and delivered asap.
- Shared ownership of configuration with OEM
- 3 yrs. onsite support (OEM only)

	Oct-21	Nov-21	Dec-21	Jan-21	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Devices	Existing supply				1098*	1764	1467	1800	1800

*Includes some existing supply **

Device numbers planned		600	1800	1600	1800	1800		
Delivery dates to allow for HDR configuration (4-6Weeks)	600	1800	1600	1800	1800			

Desirable

- 250 monitors specified in the Technical Annexe, or an acceptable technical equivalent.
- Total at 17,800 (4,000 units delivered pre-Feb 2022 with a further 13,800 delivered to bonded storage on or before 31st March 2022*
- Collaboration between OEM, HDR and Operating System provider (Microsoft) to synchronise provision of most recent images to supplied EUDs
- “Time is of the essence”: if total is not available before 31st March 2022, accounting imperatives fall away. Order reverts to “must have” volumes including further post-March deliveries tied for 1st April onwards as shown in the table above.
- NB if the OEM advises that the total stock available for delivery pre-March 31st is less than 17,800 in total, the priority will be to provide the “Must Have” 4,000 volume
- However, if the available unified volume available from the OEM is more than “Must Have” volume but less than the specified additional 13,800 “Desirable” volume, the Authority will consider the supply of a reduced “Desirable” volume for pre-31st March 2022 delivery. This is entirely at the discretion of the Authority and the same “time is of the essence” principle applies.

DATES AND LOCATION FOR DELIVERY

- Required delivery Date of “Must Have” volumes to Bonded Warehouse (i.e. *de facto* delivery / *transfer* of ownership) on or before 1st Feb 2022 essential. Proof of delivery date will be required.
- Required delivery Date of Desirable volume (including “Must Have” volume) to Bonded Warehouse (i.e. *de facto* delivery / *transfer* of ownership) on or before 31st Mar 2022 essential. Proof of delivery date will be required.
- Delivery Location: To Bonded warehouse (FOB) provided by the Supplier for (*potential configuration and*) onward distribution to either a Deployment Partner, or direct to named individuals or in batch to a location, at a date to be notified.

TESTING OF DELIVERABLES

Not applicable

WARRANTY PERIOD

The warranty period for the purposes of Clause 3.1.2 of the Core Terms shall be no less than 90 days or as agreed by extended warranty arrangements

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 £9.98M+VAT

CALL-OFF CHARGES [*Detail redacted for commercial sensitivity*]

	Net Cost	VAT	Total
	£9,890,941.26	£1,978,188.25	£11,869,129.51

Independent Purchase Orders may be generated for Goods and Services as the demanded by accounting limitations. It is understood that Warranty payments must be made at point of sale.

The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of a

Specific Change in Law or Benchmarking using Call-Off Schedule 16 (Benchmarking) where this is used.

REIMBURSABLE EXPENSES

PAYMENT METHOD

Basware / BACS

BUYER'S INVOICE ADDRESS:

[REDACTED]

Ministry of Justice
PO Box 743
Newport
Gwent
NP10 8FZ

BUYER'S AUTHORISED REPRESENTATIVE

[REDACTED]

BUYER'S ENVIRONMENTAL POLICY

Available online at: <https://www.gov.uk/guidance/ministry-of-justice-and-the-environment>

BUYER'S SECURITY POLICY

Available online at: <https://security-guidance.service.justice.gov.uk/#cyber-and-technical-security-guidance>

SUPPLIER'S AUTHORISED REPRESENTATIVE

[REDACTED]

SUPPLIER'S CONTRACT MANAGER

[REDACTED]

PROGRESS REPORT FREQUENCY

On the first Working Day of each calendar month or as otherwise agreed

PROGRESS MEETING FREQUENCY

Quarterly on the first Working Day of each quarter or as otherwise agreed

KEY SUBCONTRACTOR(S)

[REDACTED]

COMMERCIALLY SENSITIVE INFORMATION

Not applicable

SERVICE CREDITS

Not applicable: "Time is of the essence"

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

Signature: **[REDACTED]**

Name: **[REDACTED]**

Role: **[REDACTED]**

Date: **[REDACTED]**

Framework Schedule 6

For and on behalf of Buyer

Signature: [REDACTED]

Name: [REDACTED]

Role: [REDACTED]

Date: [REDACTED]

Call-Off Schedule 4 (Call-Off Tender)

[Redacted for commercial sensitivity]

REDACTED