

**PURCHASE ORDER**

**Contract** **No:** DFAP/0046

**Contract Name:** Supply of PPTK Equipment to MOD West Moors

**Dated:** 18/03/2021

Supply the Deliverables described in the Schedule to this Purchase Order, subject to the attached MOD Terms and Conditions for Less Complex Requirements (up to £122,979).

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| **Contractor** | **Quality Assurance Requirement (Clause 8)** |
| **Name: Stanhope-Seta Ltd**  **Registered Address:**  London Street,  Chertsey,  Surrey  KT16 8AP | N/A |

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| **Consignor (if different from Contractor’s registered address)** | **Transport Instructions (Clause 10)** |
| Name:  Address: | Select method of transport of Deliverables  To be Delivered by the Contactor  Delivery to MOD West Moors  To be Collected by the Authority  [Special Instructions]  Each consignment of the Deliverablesshall be accompanied by a delivery note. |

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| **Progress Meetings (Clause 13)** | **Progress Reports (Clause 13)** |
| The Contractor shall be required to attend the following meetings:  Subject: NOT APPLICABLE  Frequency:  Location: | The Contractor is required to submit the following Reports:  Subject: NOT APPLICABLE  Frequency:  Method of Delivery:  Delivery Address: |

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| **Payment (Clause 14)** |
| Payment is to be enabled by CP&F (Authority’s Interface) and EXOSTAR (The Suppliers Interface). The Authority will not be liable for any costs (if applicable) associated with the use of EXOSTAR. |

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| **Forms and Documentation** | **Supply of Hazardous Deliverables (Clause 9)** |
| Forms can be obtained from the following websites:  <https://www.aof.mod.uk/aofcontent/tactical/toolkit>  (Registration is required).  <https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>  <https://www.dstan.mod.uk/>  (Registration is required).  The MOD Forms and Documentation referred to in the Conditions are available free of charge from:  Ministry of Defence, Forms and Pubs Commodity Management  PO Box 2, Building C16, C Site  Lower Arncott  Bicester, OX25 1LP  (Tel. 01869 256197 Fax: 01869 256824)  Applications via email:  [DESLCSLS-OpsFormsandPubs@mod.uk](mailto:DESLCSLS-OpsFormsandPubs@mod.uk)  If you require this document in a different format (i.e. in a larger font) please contact the Authority’s Representative (Commercial Officer), detailed below. | A completed DEFFORM 68 and, if applicable, Safety Data Sheet(s) are to be provided by email with attachment(s) in Adobe PDF or MS WORD format to:  a. The Commercial Officer detailed in the Purchase Order, and  b. [DSA-DLSR-MovTpt-DGHSIS@mod.uk](mailto:DSA-DLSR-MovTpt-DGHSIS@mod.uk)  by the following date: 25/03/21  or if only hardcopy is available to the addresses below:  Hazardous Stores Information System (HSIS)  Defence Safety Authority (DSA)  Movement Transport Safety Regulator (MTSR)  Hazel Building Level 1, #H019  MOD Abbey Wood (North)  Bristol BS34 8QW |

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| **DEFFORM 111**  **(Edn 12/17)**  **Appendix - Addresses and Other Information** | | | | |
|  | **1. Commercial Officer**  Name: [REDACTED –PERSONAL]  Address: Defence Fuels Acquisition Program, Cedar 3A #3360, MOD Abbeywood, Bristol, BS34 8JH  Email: [REDACTED –PERSONAL]  🕿 +[REDACTED –PERSONAL] |  | **8. Public Accounting Authority**  1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD  🕿 44 (0) 161 233 5397  2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD  🕿 44 (0) 161 233 5394 |  |
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|  | **2. Project Manager, Equipment Support Manager or PT Leader** (from whom technical information is available)  Name: [REDACTED –PERSONAL]  Address: As above  Email: [REDACTED –PERSONAL]  🕿 [REDACTED –PERSONAL] |  | **9. Consignment Instructions**  The items are to be consigned as follows:  Paul Burns – Petroleum Depot Manager  Defence Petroleum Depot,  West Moors,  Wimborne,  Dorset,  BH21 6QS |  |
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|  | **3. Packaging Design Authority**  Organisation & point of contact:  (Where no address is shown please contact the Project Team in Box 2)  🕿 |  | **10. Transport.** The appropriate Ministry of Defence Transport Offices are:  **A. DSCOM**, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH  Air Freight Centre  IMPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943  EXPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943  Surface Freight Centre  IMPORTS 🕿 030 679 81129 / 81133 / 81138 Fax 0117 913 8946  EXPORTS 🕿 030 679 81129 / 81133 / 81138 Fax 0117 913 8946  **B.** **JSCS**  JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)  JSCS Fax No. 01869 256837  [www.freightcollection.com](http://www.freightcollection.com/) |  |
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|  | **4. (a) Supply / Support Management Branch or Order Manager:**  **Branch/Name: Robert Parkhouse**  **(b) U.I.N.** |  |  |
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|  | **5. Drawings/Specifications are available from** |  | **11. The Invoice Paying Authority**  Ministry of Defence 🕿 0151-242-2000  DBS Finance  Walker House, Exchange Flags Fax: 0151-242-2809  Liverpool, L2 3YL **Website is:** <https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing> |  |
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|  | **6. Intentionally Blank** |  | **12. Forms and Documentation are available through \*:**  Ministry of Defence, Forms and Pubs Commodity Management  PO Box 2, Building C16, C Site  Lower Arncott  Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)  **Applications via fax or email:** [DESLCSLS-OpsFormsandPubs@mod.uk](mailto:DESLCSLS-OpsFormsandPubs@mod.uk) |  |
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|  | 1. **Quality Assurance Representative:**   Name: Stephen Lawrence  Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.  **AQAPS** and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.diif.r.mil.uk>[/](http://www.dstan.dii.r.mil.uk/) [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed]. |  | **\* NOTE**  **1. Many DEFCONs and DEFFORMs can be obtained from the MOD Internet Site:** <https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>  **2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.** |  |
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| **Contractor Commercially Sensitive Information (Clause 5). Not to be published.** |
| Description of Contractor’s Commercially Sensitive Information:  **N/A** |
| Cross reference to location of sensitive information:  **N/A** |
| Explanation of Sensitivity:  **N/A** |
| Details of potential harm resulting from disclosure:  **N/A** |
| Period of Confidence (if Applicable):  N/A |
| Contact Details for Transparency / Freedom of Information matters:  Name: [REDACTED – PERSONAL]  Position: Accounts Clerk  Address: London Street, Chertsey, KT16 8AP  Telephone Number: [REDACTED – PERSONAL]  E-mail Address: [REDACTED – PERSONAL] |
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| **Offer and Acceptance** | |
| A) The Purchase Order constitutes an offer by the Authority. This is open for acceptance by the Contractor for **3** days from the date of signature. By signing the Purchase Order the Contractor agrees to be bound by the attached Terms and Conditions for Less Complex Requirements (Up to £122,979). | B) Acceptance |
| Name (Block Capitals): MICHAEL HOLLOWAY  Position: DFAP Commercial Lead  For and on behalf of the Authority  Authorised Signatory ……Michael Holloway……………..  Date: 22/03/21 | Name (Block Capitals): JACK DAVIDSON  Position: Accounts Clerk  For and on behalf of the Contractor  Authorised Signatory …………Original Stamped & Signed………………….  Date: 25/03/21 |
| C) **Effective Date of Contract:** Contract Acceptance Date | |

**SCHEDULE OF REQUIREMENTS**

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| **Deliverables** | | | | | | | | | |
| **Item Number** | **MOD Stock Reference No.** | **Part No. (where applicable)** | **Specification** | **Consignee Address Code** (full address is detailed in DEFFORM 111, 9. Consignment Instructions) | **Packaging Requirements** | **Delivery Date** | **Total Qty** | **Firm Price (£) Ex VAT** | |
| **Per Item** | **Total inc. packaging**  **(and delivery if specified in the Purchase Order)** |
| 1 | NA | 3000-3 U | Setaflash Series 3  100/120 200/240V 50/60Hz | XY | NA | By 31/03/21 | 10 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 2 | NA | 13666-0 | Refill Container (10)  Hazardous UN1950 | XY | NA | By 31/03/21 | 10 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 3 | NA | 30005-0 | 12V Power Supply | XY | NA | By 31/03/21 | 10 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 4 | NA | 30007-0 | Adaptor-Mains Gas | XY | NA | By 31/03/21 | 10 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 5 | NA | 19700-0 | Evaporation Tester | XY | NA | By 31/03/21 | 10 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 6 | NA | 11860-3 U | SETASTILL Distillat'n LH  100/120 200/240V 50/60Hz | XY | NA | By 31/03/21 | 1 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 7 | NA | 11804-0 | Silicon Stopper/Cap(10) | XY | NA | By 31/03/21 | 1 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 8 | NA | 11865-3 | Condenser Lid Assy | XY | NA | By 31/03/21 | 1 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 9 | NA | 11869-2 | D86 Dist.Kit(excl.therm) | XY | NA | By 31/03/21 | 1 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 10 | NA | 11806-0 | Thermometer Ctrg. Device | XY | NA | By 31/03/21 | 1 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
| 11 | NA | 11867-2 | Digital Therm. c/w Probe | XY | NA | By 31/03/21 | 1 | [REDACTED –COMMERCIALLY SENSITVE] | [REDACTED –COMMERCIALLY SENSITVE] |
|  |  |  |  |  |  |  |  | **Delivery Charge** | [REDACTED –COMMERCIALLY SENSITVE] |
|  |  |  |  |  |  |  |  | **Total Firm Price** | [REDACTED –COMMERCIALLY SENSITVE] |