**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,SurreyKT16 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 DeliverablesTo be Delivered by the Contactor [x] Delivery to MOD West MoorsTo 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 APPLICABLEFrequency: Location:  | The Contractor is required to submit the following Reports: Subject: NOT APPLICABLEFrequency: 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 SiteLower ArncottBicester, OX25 1LP  (Tel. 01869 256197 Fax: 01869 256824)Applications via email:DESLCSLS-OpsFormsandPubs@mod.ukIf 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.ukby the following date: 25/03/21or 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, #H019MOD 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 8JHEmail: [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 53972. 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 aboveEmail: [REDACTED –PERSONAL]🕿 [REDACTED –PERSONAL] |  | **9. Consignment Instructions**The items are to be consigned as follows:Paul Burns – Petroleum Depot ManagerDefence 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 CentreIMPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943EXPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943Surface Freight CentreIMPORTS 🕿 030 679 81129 / 81133 / 81138 Fax 0117 913 8946EXPORTS 🕿 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 🕿 0151-242-2000DBS FinanceWalker House, Exchange Flags Fax: 0151-242-2809Liverpool, 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 SiteLower ArncottBicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)**Applications via fax or email:** DESLCSLS-OpsFormsandPubs@mod.uk |  |
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|  | 1. **Quality Assurance Representative:**

Name: Stephen LawrenceCommercial 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 ClerkAddress: London Street, Chertsey, KT16 8APTelephone 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 HOLLOWAYPosition: DFAP Commercial LeadFor and on behalf of the Authority Authorised Signatory ……Michael Holloway……………..Date: 22/03/21 | Name (Block Capitals): JACK DAVIDSONPosition: Accounts ClerkFor and on behalf of the ContractorAuthorised 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 3100/120 200/240V 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 LH100/120 200/240V 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] |