









please read the following notes:

otnotes to it form part of the Form. They

h insert in the Annex to Schedule 1 of the as necessary for the purposes of that hlighted gaps in it.

m for a particular Call Off Contract, it will the Annex to Schedule 1, and then, in necessary. The Company will then sign

ANCE: ORDER FORM

pany;

o paragraph 1.1 of the Ordering et out in Schedule 1 of the IT

r to supply services comprising ed below ("Services"); and

all Off Contract for the Services.

cription of the elements of and/or the Services that the Company

set of services [comprising] **OR** supply of those Services are as

described in paragraph "2" above, r set of services. The following are urther elements of and/or set of pany requires: <<insert detailed

or set of services included in the Services are as follows: <<insert

to all of the Services covered by 3] **OR** [4] **OR** [5] **OR** [6] of the IT

] days acknowledge receipt of this fer or that it declines this offer.

ed under this Call Off Contract. If there are to be any mplete, as necessary, one or more paragraphs using

rt & Maintenance Terms. All of the elements and sets upport & Maintenance Terms. Any type of IT services r Form which relates to the appropriate set of Terms hardware & software services.

nance).

- a) Neither these notes abo should all be deleted be
- b) This Order Form is a pr <u>IT Services Framework</u> Framework Agreement
- c) When the Company sub need to take the version consultation with the Su and submit the Order to

SOFTWARE SUP

- 1. This Order Form:
 - 1.1 has been complete
 - 1.2 submitted by it to Procedure. (The C Services Framewor
 - 1.3 is the Company's software support ar
 - 1.4 is an offer by the Co
- The following are further c the set of services [comp requires: <<insert detailed

The other material details [included in] the Services follows: <<insert other mat

 [¹ In addition to the element the Services include other further details and/or a fuservices included in the description of service>>.

> The other material details Services described above other material details>>]

- The Relevant Call Off Terr this Order Form are set or Services Framework Agree
- 5. The Supplier should within Order Form and notify eithe

¹ Paragraph 3 should be included to cover any furthe further elements or sets of services in addition to thos the same wording as per "3", adding the relevant info ² Amend so that the only Schedule referred to here is of services covered by paragraphs "2", "3" etc above other than software support and maintenance should and the type of service concerned, e,g, software development of the service service concerned of the service serv

- 6. If and when the Supplier thereby be deemed to ente
- [The following details are applicable to the Call Off Framework Agreement.

Clause 7.4: In relation to the Supplier, as Data Pro processed by the Supplier,

- a) type(s) of persona
- b) scope of processi
- c) nature of process
- d) purpose of proces
- e) duration of proces

Clause 7.6.2: In relation to and the Supplier, as D organisational measures to personal data from unauth destruction are as follows:

<<insert details of the tech

- 8. The following Annexes forr
 - Tł

This is software that provides facili <<e.g. enable the secure man administration>>

1. Hardware

<<Insert Details>>

2. Operating System

<<Insert Details>>

3. Third Party Software

Supplier <<Insert Details>>

Name <<Insert Details>>

Version <<Insert Details>>

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Supplier and the Company will for the provision of the Services.

x to the Relevant Call Off Terms s of Clauses 7.4 and 7.6.2 of the

Company, as Data Controller, and letails of the personal data to be as follows:

he Company, as Data Controller, agree that the technical and r as Data Processor to protect the ssing, accidental loss, damage or

neasures>>]

þn

s, staff expenses and pension



