

COMMERCIAL IN CONFIDENCE

Form PBO301F v2.0_210111

Post Office Limited - Procurement to IT Contract Manager Handover

Name of Contract Owner:	
Name of Contract Manager:	
Business Unit:	

Supplier Name:	
Supplier Number (i.e 301234) :	
Third Party Sub-Contractor:	

Contract Title			
CAF Number:			
Contract Signature date:			
Contracting entity			
Contract Type:		Material or Non-Material:	
Right of assignment/ novation			

Contract Description (goods/services/ what will be delivered)				
Development of the digital identity product and associated services				
Key Dates/ Milestones				
Extension Options?		SLA?		KPIs?

Contract Value						
Yr1	Yr2	Yr3	Yr4	Yr5	Total	
						£0.00
Yr6	Yr7	Yr8	Yr9	Yr10	Grand Total	
						£0.00

Start Date:		Minimum Term End Date:	
Exit Notice Period:		Review Date:	
Exit Period:		Data recovery on exit:	

Procurement Category Manager	
Procurement Category	
Supplier Segmentation Status (see SRM Requirements tab):	
Procurement Project number (Bravo/Wax):	
Procurement Process	
Procurement Method:	

Value of indemnities/ Liabilities:		
Contract Risks:	Tupe	
Commercial Risks:		

Termination Rights:	Termination Period:	
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Obligations: key dates and key metrics arising from regulations of other obligations which must be reviewed (must do, should do)

Applicable Regulations?	

	Yr1	Yr2	Yr3	Yr4	Yr5	Total
Savings						£0.00
Cost Avoidance						£0.00
	Yr6	Yr7	Yr8	Yr9	Yr10	Grand Total
Savings						£0.00
Cost Avoidance						£0.00

Additional benefits not covered in Savings (such as: compliance, efficiency, sustainability, revenue generation):

Acknowledged and Endorsed

Procurement Owner:		Date	
Contract Owner:		Date:	
Business Owner:		Date:	
Legal Owner:		Date:	
Contract Manager:		Date	
Vendor Manager:		Date	
Finance Owner:		Date	