# Building Materials and Equipment

## RM6157 Framework Alliance Contract

## Additional Client User Agreement (ACUA)

## Official Sensitive

### Instructions

Before starting your supply market engagement, tender or placing order/s through this agreement, please complete this form and return to us at [info@crowncommercial.gov.uk](mailto:info@crowncommercial.gov.uk).

Once we have processed your form we will provide you with a unique Additional Client User Agreement (ACUA) reference number for each Project Contract (call-off contract). **Please quote this reference in any procurement documents, or when discussing the project with framework Supplier Alliance Members.**

### Contact Details

Additional Client (customer) name: [insert organisation]

Contact name [insert name]

Telephone number [insert telephone number]

Email address [insert email address]

### CCS pipeline

We maintain a Framework pipeline of customer requirements from all organisations that use our framework. This helps all Framework Alliance Members to understand and plan for goods and services procured through this Framework Alliance Contract (framework agreement).

We plan to share the details of your competitively tendered project with our suppliers in our pipeline document to help them to plan to bid for tenders.

Preparing, maintaining and publishing commercial pipelines has been identified as one of the 14 key policy areas within the [Construction Playbook.](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/941536/The_Construction_Playbook.pdf)

We will also share this information with other customers that have signed up to our framework to encourage collaboration and shared learning. We would encourage you where possible, to share as much information as you can about your requirements.

The information we share will not include any personal information of any individuals just the organisation name and details provided below. The information will not published on our website.

If you do **NOT** wish for details of your requirements to be shared with our framework suppliers and other customers **please type ‘no’ here**:

If you do not wish for your project details to be shared it would help us if you could **explain why below**:

If your requirement is for multiple lots or using multiple Project Contracts, please complete the information below for each Lot and/or Project Contracts that you that you anticipate using.

### Goods or service requirement 1 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

|  |  |
| --- | --- |
| ACUA - Reference Number 1 |  |

### Goods/service requirement 2 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

|  |  |
| --- | --- |
| ACUA - Reference Number 2 |  |

### Goods/service requirement 3 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

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| --- | --- |
| ACUA - Reference Number 3 |  |

### Goods/service requirement 4 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| 1. Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

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| --- | --- |
| ACUA - Reference Number 4 |  |

### Goods/service requirement 5 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| 1. Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

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| --- | --- |
| ACUA - Reference Number 5 |  |

### Goods/service requirement 6 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| 1. Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

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| --- | --- |
| ACUA - Reference Number 6 |  |

### Goods/service requirement 7 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| 1. Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
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**To be completed by CCS**

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| --- | --- |
| ACUA - Reference Number 7 |  |

### Goods/service requirement 8 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| 1. Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
| Anticipated contract completion date |  |
| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

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| --- | --- |
| ACUA - Reference Number 8 |  |

### Goods/service requirement 9 – details

Enter details of your requirement in the second column of the table below.

|  |  |
| --- | --- |
| 1. Description of requirements |  |
| Lot to be used |  |
| Competitive award or direct award |  |
| Procurement portal to be used (please include URL) |  |
| Are you purchasing through [e-marketplace platform](https://www.gov.uk/guidance/emarketplace-a-guide-for-public-sector-buyers)? |  |
| Estimated project contract (call-off) value |  |
| Anticipated procurement start date |  |
| Anticipated award date |  |
| Anticipated contract start date |  |
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| Form of contract to be used (please delete those that don’t apply). You must choose one. | NEC4 Supply Contract/JCT Minor Works Building Contract 2016/Minor Works Building Contract for use in Scotland 2016/Materials Purchase Order Short Form/Materials Supply/Supply and Install Conditions/Equipment Hire Agreement/TAC-1 Term Alliance Contract |

**To be completed by CCS**

|  |  |
| --- | --- |
| ACUA - Reference Number 9 |  |

### Further information

If you need any further information please contact

[info@crowncommercial.gov.uk](mailto:info@crowncommercial.gov.uk)

0345 410 222

You can also learn more about Crown Commercial Service at:

Website: [crowncommercial.gov.uk](https://www.crowncommercial.gov.uk/)

Twitter: [@gov\_procurement](https://twitter.com/gov_procurement)

LinkedIn: [CCS](https://www.linkedin.com/company/government-procurement-service/?trk=cp_followed_logo_government-procurement-service)