Order Form

This Order Form is for the provision of the Call-Off Deliverables. It is issued under the DIPS Framework Contract with a unique reference number starting with RM6249. The DIPS Framework and this Call-Off Contract are to be for the delivery of Outcomes only. This Framework is not for the request and delivery of resource. If specific resources are needed alternative sourcing methods must be used.

During the Call-Off Contract Period, the Requirement Holder and the Supplier may agree and execute a Statement of Work (in the form of the template set out in Appendix 4 to this Framework Schedule 6 (Order Form Template, Statement of Requirements Template)). Upon execution of any Statement of Work the provisions detailed therein shall be incorporated into the Call-Off Contract to which this Order Form relates.

The Parties agree that when the Requirement Holder seeks further Deliverables within the initial scope of the original Call-off contract from the Supplier that are not provided for in this Call-Off Contract, the Requirement Holder and Supplier will agree and execute a Call-Off Variation Form.

All capitalised terms in this Order Form shall have the meanings set out in Joint Schedule 1 (Definitions) unless

1a. Identificatio	n						
		Lot 1 - Solution, E					al Assurance
Call-Off Lot			and Know	wledge & Informa	ation Managen	nent	
				Version Number			
Call-Off Reference		PS413 – Technical Design Authority Enterprise Architectural			1	Date	01/05/24
		Services					
Business Case Reference		Original FBC Number	15/01/24 – Technical Design Authority Enterprise Architect Renewal			enewal	
Dusiness Case Reference		Amendment FBC Number	N/A				
Project for which Services are in support Service Integration Management						4	
Call-Off Contract title:	PS413 -	3 – Technical Design Authority (TDA) Enterprise Architectural Services					
	1	The TDA works with Project Teams within Service Delivery on Technical Architecture issues and is a					
Call-Off Contract description:	key enabler for Defence Digital in taking ownership of the design, management and orchestration of ar						
decomption	increasingly disaggregated, multi-vendor ICT services estate – as well as a critical element of our Service Integration and Management (SIAM) capability.						

otherwise stated.

1b. Contact deta	ails		
Government Directorate / Organisation Title	Defence Digital Ministry of Defence	Name of Supplier	Eviden Technology Services Limited
Name of Requirement Holder's Authorised Representative		Name of Supplier's Authorised Representative	
Post title		Post title	
Requirement Holder's Address		Supplier Address	Eviden Technology Services Limited a company registered under the laws of Jersey with registration number 146917 and whose registered address is at 44 Esplanade, St Helier
Postcode	Ministry of Defence, Main Building, Whitehall, London, SW1A 2HB	Postcode	Jersey, JE4 9WG, which operates through its UK establishment, Eviden Technology Services Limited, which is registered in England and Wales under number BR025381 and whose registered office is at Second Floor, Mid City Place, 71 High Holborn, London, WC1V 6EA.
Telephone		Telephone	
Email		Email	
Unit Identification Number (UIN)	D4907A	Value Added Tax (VAT) Code	N/A
Resource Accounting Code (RAC)	NPF014		
Name of Requirement Holder's Project Lead			
Requirement Holder's Secondary Contact Name Requirement Holder's		Supplier Secondary Contact Name Supplier Secondary	
Secondary Contact Role Requirement Holder's		Contact Role Supplier Secondary	
Secondary Contact Email		Contact Email	

Deadline for Requirement Holder's receipt of Supplier's Call-Off Tender

N/A

		ents (SOR) (This section 1 this document)	c. to be completed in full (OR a complete SOR to be		
Unique Order Numb delivery team)		PS413				
SOR version issue r	number	Final version 1.0	SOR dated/updated:	17/05/2024		
SOR title	DR title Technical Design Authority Enterprise Architectural Services					
Background/justifica	tion for Call-Off C	Contract				
		a new contract via the Profession Technical Design Authority (TDA		ain existing levels of		
		d under the Call-Off Contract	,			
Defence Digital in	taking ownersh	is within Service Delivery on Tec ip of the design, management ar - as well as a critical element of	nd orchestration of an increa	asingly disaggregated,		
•	be undertaken u	nder the Call-Off Contract				
See SoW						
Outputs to be provid	led under the Cal	I-Off Contract				
See SoW						
Acceptance/rejection	n criteria / provisio	ons				
See SoW						
Material KPIs / Critic	cal Service Level	Failure				
Please see milesto	ones and accep	tance criteria in the SoW				
The following Materi Management):	ial KPIs shall app	ly to this Call-Off Contract in accord	ance with Framework Schedule	e 4 (Framework		
Material KPIs						
N/A						
The following shall of Schedule 14 (Servic		al Service Level Failure for the purpo	oses of this Call-Off Contract in	accordance with Call-Off		
Critical Service Lo	evel Failure					
N/A						
The applicable Serv	<i>v</i> ice Levels are as	s specified in Annex A to Part A of Ca	all-Off Schedule 14 (Service Le	vels).		

List all Requirement Holder Assets applicable to the Services that shall be issued to the Supplier and returned to the Requirement Holder at termination of the Call-Off Contract

MOD MoDNet laptop per staff member

Additional quality requirements & standards (in addition to any quality requirements & standards detailed in the addition to the Calloff Schedules)

From the Call-Off Start Date, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards, including those referred to in Framework Schedule 1 (Specification). The Requirement Holder requires the Supplier to comply with the following additional Standards for this Call-Off Contract:

- No specific Quality Management System requirements are defined. This does not relieve the Supplier of providing conforming products under this contract. CoC shall be provided in accordance with DEFCON 627
- No Deliverable Quality Plan is required reference DEFCON 602B

• Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 - Quality Assurance Procedural Requirements – Concessions

• Any contractor working parties shall be provided in accordance with Def Stan. 05-061 Part 4, Issue 4 - Quality Assurance Procedural Requirements - Contractor Working Parties

Project and risk management

The Supplier shall appoint a Supplier's Authorised Representative and the Requirement Holder shall appoint a Requirement Holder's Authorised Representative, who unless otherwise stated in this Order Form shall each also act as Project Manager, for the purposes of this Contract through whom the provision of the Services and the Goods shall be managed day-to-day.

Both Parties shall pro-actively manage risks attributed to them under the terms of this Call-Off Contract. The Supplier shall develop, operate, maintain and amend, as agreed with the Requirement Holder, processes for: (i) the identification and management of risks; (ii) the identification and management of issues; and (iii) monitoring and controlling project plans.

Supplier will provide:

A Monthly Status Report (or ad hoc if requested by the Requirement Holder due to the delivery milestones) **Timescales** (*Prior to Further Competition enter anticipated dates. Following Further Competition update with actual dates*)

Call-Off Start Date	20/05/2024
Call-Off Initial Period	6 months
Call-Off Expiry Date	19/11/2024
Call-Off Optional Extension Period	3 months
Minimum notice period prior to a Call-Off Optional Extension Period	One month

SOR approved by (Name in capital letters)	Telephone	
Directorate / Division	Email	
Organisation Role / Position	Date	26/01/2024
Approver's signature		

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DIPS Order Form / Statement of Requirements Template (Framework Schedule 6)

Original FBC Number	Amendment FBC
(when known)	Number (if applicable)
<enter information=""></enter>	N/A

1d. Key Deliverables Template

Brief summary of the requirement – expand/delete rows as appropriate. Full details appear below or are contained within the Statement of Requirement (SOR)

Task Number	Activities to be undertaken and completed by the Supplier	Key Deliverables	Required Delivery Date	List all Requirement Holder Assets issued to Supplier (if required)	Acceptance Criteria	Price £ (Ex VAT)
	TABLE NOT USED - REFER T OF WORK (Section 3. Requir SOW Deliverables)	O APPENDIX 3 STATEMENT ement Holder Requirements –				

2. Call-Off Incorporated Terms

The following documents are incorporated into this Call-Off Contract. Where numbers are missing those schedules are not being used in this Call-Off Contract. If the documents conflict, the following order of precedence applies:

- 1 This Order Form including the General Conditions in section 2(b) and the Call-Off Special Terms in section 2(c).
- 2 Joint Schedule 1 (Definitions)
- 3 Any Statement(s) of Work (in the form of the template set out in Appendix 4 to this Framework Schedule 6 (Order Form Template, Statement of Requirements Template)) executed by the Requirement Holder and the Supplier with a corresponding Call-Off Contract reference
- 4 [Framework Special Terms] Not applicable
- 5 The following Schedules in equal order of precedence:
 - Joint Schedules \circ Joint Schedule 2 (Variation Form) \circ Joint

Schedule 3 (Insurance Requirements) o Joint Schedule 4

(Commercially Sensitive Information) o Joint Schedule 5

(Corporate Social Responsibility) o Joint Schedule 7

(Financial Difficulties) [Not required] o Joint Schedule 8

(Guarantee) [Not required] o Joint Schedule 10

(Rectification Plan) o Joint Schedule 11 (Processing Data)

• Call-Off Schedules o Call-Off Schedule 2 (Staff

Transfer), Parts D only.

 \circ Call-Off Schedule 3 (Continuous Improvement) Not required due to contract length \circ Call-Off

Schedule 5 (Pricing Details and Expenses Policy) o Ca

Call-Off Schedule 6 (Intellectual Property Rights and

Additional Terms on Digital Deliverables) Not required o Call-Off Schedule 8 (Business Continuity and

Disaster Recovery) [Not required] o Call-Off Schedule 9 (Security)

- o Call-Off Schedule 10 (Exit Management) Not required
- o Call-Off Schedule 13 (Implementation Plan and Testing) [Not required] o Call-Off Schedule 14 (Service

Levels) [Not required] \circ Call-Off Schedule 17 (MOD Terms) \circ Call-Off Schedule 25 (Ethical Walls Agreement) [Not required] \circ Call-Off Schedule 26 (Cyber)

- 6 Core Terms (DIPS version)
- 7 Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Requirement Holder (as decided by the Requirement Holder and Commercial) take precedence over the documents above.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

2a.	Strategy for procurement and evaluation						
Further	competition		Competitive award criteria to be used for	NIA			
Direct a	award	\boxtimes	undertaking evaluation of proposal(s)	N/A			
			Weighting (Technical)	N/A	Weighting (Price)	N/A	

2b. General Conditions

Additional general DEFCON/conditions and DEFFORMs applicable to providing the Deliverables, are to be listed here:

Additional Conditions: Defform 94 Confidentiality Agreement (Appendix 5 for individuals)

2c. Call-Off Special Terms

The following Special Terms are incorporated into this Call-Off Contract:

None

2d. Call-Off Charges	
Capped Time and Materials (CTM)	
Incremental Fixed Price	
Time and Materials (T&M)	
Fixed Price	\square
A combination of two or more of the above Charging methods	
T&S is applicable	

Where non-UK Supplier Staff (including Subcontractors) are used to provide any element of the Deliverables under this Call-Off Contract, the applicable rate card(s) shall be incorporated into Call-Off Schedule 5 (Pricing Details and Expenses Policy) and the Supplier shall charge the Requirement Holder a rate no greater than those set out in the applicable rate card for the Supplier Staff undertaking that element of work on the Deliverables.

Reimbursable Expenses

[See Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)] NOT APPLICABLE

2e. Payment Method

CP&F monthly payment PO Number TBC **Requirement Holder's Invoice Address** Keith Pritchard Defence Data Office Programme Manager, Defence Digital Ministry of Defence | Main Building, Whitehall, London, SW1A 2HB Phone: | E-mail: Requirement Holder's Authorised Representative

Milestone/ Stage Payment number	Key Deliverable	Due Date	%	Milestone Payment value £ (ex VAT)
	NOT USED REFER TO APPENDIX 3 STATEMENT OF WORK (Section 4. Charges)			
FINAL Payment	Satisfactory delivery and final acceptance of all work in providing the Deliverables. (<i>This final payment should include any costs</i> <i>held as retention based on % of the total cost.</i>)			

2g. Maximum Liability

The limitation of the Supplier's liability for this Call-Off Contract is stated in Clause 11.4 of the Core Terms.

2h. Requirement Holder's Environmental Policy

Available online at: Management of environmental protection in defence (JSP 418) - GOV.UK (www.gov.uk)

2i. Requirement Holder's Security Policy

Security Aspects Letter to be issued and executed alongside this Order Form. See Appendix 6.

2j. Progress Reports and meetings

Progress Report Frequency	Monthly	Progress Meeting Frequency	Monthly

2k. Quality Assurance Conditions

According to the product or scope of the work to be carried out, the Supplier shall meet the following requirements:					
Allied Quality Assurance Publications (AQAP) 2110 – North Atlantic Treaty Organization (NATO) Quality Assurance Requirements for Design, Development and Production. Certificate of Conformity shall be provided in accordance with DEFCON 627 (<i>Edn12/10</i>).					
Deliverable Quality Plan requirements:					
DEFCON 602A (<i>Edn 12/17</i>) - Quality Assurance with Quality Plan DEFCON 602B (<i>Edn 12/06</i>) - Quality Assurance without Quality Plan					
AQAP 2105:2 – NATO Requirements for Deliverable 0	Quality Pl	ans	N/A		
Software Quality Assurance requirements					
Allied Quality Assurance Publications (AQAP) 2210 – Software Quality Assurance Requirements to AQAP-2			N/A		
Air Environment Quality Assurance re	quirer	nents			

Defence Standard (DEF STAN) 05-100 – Ministry of Defence Requirements for Certification for Aircraft Flight and Ground Running (Mandatory where flying and/or ground running of issued aircraft is a requirement of the Task)	N/A
Relevant MAA Regulatory Publications (See attachment for details)	N/A
Additional Quality Requirements (See attachment for details)	N/A
Planned maintenance schedule requirement	
The planned maintenance schedule shall meet the following requirements: NOT APPLICABLE	N/A

OFFICIAL SENSITIVE (when complete)

DIPS Order Form / Statement of Requirements Template (Framework Schedule 6)

2I. Key Staff

N/A

2m. Key Subcontractor(s)

N/A

2n. Commercially Sensitive Information

Pricing and basis of estimate

20. Cyber Essentials

Cyber Essentials Scheme: The Requirement Holder requires the Supplier to have and maintain a Cyber Essentials Plus Certificate for the work undertaken under this Call-Off Contract, in accordance with Call-Off Schedule 26 (Cyber).

2p. Implementation Plan

Not Applicable

N/A

3. Charges

Total contract value £150,800.24 for 6 months excl VAT. Detail in SOW Appendix 3

4. Additional Insurances

Not applicable

5. Guarantee

Not applicable

6. Social Value Commitment

Not applicable based on the size of the contract

OFFICIAL SENSITIVE (when complete)

DIPS Order Form / Statement of Requirements Template (Framework Schedule 6)

7. Requirement Holder Commercial Officer Authorisation				
Order Form approved by (Name in capital letters)		Telephone		
Directorate / Division		Email		
Organisation Role / Position		Date	17/05/2024	
Approver's signature				

8. Acknowledgement by Supplier					
Order Form acknowledged by (Name in capital letters)		Telephone			
Supplier Name		Email			
Supplier Role / Position		Date	17/05/2024		

9. Final Administration

On receipt of the Order Form acknowledgement from the Supplier, the Commercial Manager (who placed the order) **must** send an electronic copy of the acknowledged Order Form, together with any applicable Appendix 3 to this Schedule 6, directly to **DIPS Professional Services Team** at the following email address:

(Edn 10/2				
Appendix 1 - Addresses				
1. Commercial Officer	8. Public Accounting Authority			
Name:				
	1. Returns under DEFCON 694 (or SC equivalent) should be			
Address: Defence Digital Strategic Command Commercial Spur B2, Building 405, Westwells Road, MoD Corsham,	sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD			
Wiltshire, SN13 9NR	☎ 44 (0) 161 233 5397			
	2. For all other enquiries contact DES Fin FA-AMET Policy,			
Email:	Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD 🖀			
	44 (0) 161 233 5394			
2. Project Manager, Equipment Support Manager or PT	9. Consignment Instructions			
Leader (from whom technical information is available)	The items are to be consigned as follows:			
Name:	Ŭ			
Address Defence Digital Strategic Command Commercial				
Spur B2, Building 405, Westwells Road, MoD Corsham,				
Wiltshire, SN13 9NR				
Email:				
3. Packaging Design Authority Organisation & point of contact:	10. Transport. The appropriate Ministry of Defence Transport Offices are:			
a point of contact.	A. <u>DSCOM</u> , DE&S, DSCOM, MoD Abbey Wood, Cedar 3c,			
	Mail Point 3351, BRISTOL BS34 8JH			
(Where no address is shown please contact the Project Team in	Air Freight Centre			
Box 2)	IMPORTS 🕿 030 679 81113 / 81114 Fax 0117 913 8943			
· ·	EXPORTS 2 030 679 81113 / 81114 Fax 0117 913 8943			
2	Surface Freight Centre IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax			
	0117 913 8946			
	EXPORTS 2 030 679 81129 / 81133 / 81138 Fax 0117			

4. (a) Supply / Support Management Branch or Order	913 8946 B .		
Manager:	JSCS		
Branch/Name:			
	JSCS Helpdesk No. 01869 256052 (select option 2, then		
	option 3)		
	JSCS Fax No. 01869 256837		
-	Users requiring an account to use the MOD Freight		
	Collection Service should contact UKStratCom-		
(b) U.I.N.	DefSpRAMP@mod.gov.uk in the first instance.		
5. Drawings/Specifications are available from	11. The Inveice Devine Authority		
5. Drawings/Specifications are available from	11. The Invoice Paying Authority Ministry of Defence 20151-242-2000		
	Ministry of Defence 27 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-		
	ofdefence/about/procurement		
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:		
	Leidos-FormsPublications@teamleidos.mod.uk		
7. Quality Assurance Representative:	* NOTE		
	1. Many DEFCONs and DEFFORMs can be obtained from		
Commercial staff are reminded that all Quality Assurance	the MOD Internet Site:		
requirements should be listed under the General Contract	https://www.kid.mod.uk/maincontent/business/commercial/in		
Conditions.	dex.htm		
	Appendix 1 to Schedule 6		

AQAPS and DEF STANS are available from UK Defence Standardization, for access to the Gorder Form Lemplate S helpdesk visit <u>http://dstan.gateway.isg-r.r.mil.uk/index.html</u> [intranet] or <u>https://www.dstan.mod.uk/</u> [extranet, registration

needed].

2. If the required forms or documentation are not available on the model of the submitted through the submitted through the Commercial Officer named in Section 1.

Appendix 2 to Schedule 6

Appendix 2 – Supplier's Quotation - Charges Summary

Appendix 2 Not Used – See Appendix 3

Appendix 3 – Statement of Work

1. Statement of Work (SOW) Details

Upon execution, this SOW forms part of the Call-Off Contract (reference below). All capitalised terms in this SOW shall have the meanings set out in Joint Schedule 1 (Definitions) unless otherwise stated.

The Parties may execute a SOW for any set of Deliverables required. For any ad-hoc Deliverables requirements, the Parties may agree and execute a separate SOW, or alternatively agree a Variation to an existing SOW.

All SOWs must fall within the Specification and provisions of the Call-Off Contact.

The details set out within this SOW apply only in relation to the Deliverables detailed herein and will not apply to any other SOWs executed or to be executed under this Call-Off Contract, unless otherwise agreed by the Parties in writing.

Date of SOW: 17 May 2024

SOW Title: Technical Design Authority (TDA) Enterprise Architectural Services **SOW Reference:** PS413 SOW **Call-Off Contract Reference:** PS413 – Technical Design Authority (TDA) Enterprise Architectural Services

Requirement Holder:

Supplier: Eviden Technology Services Limited

SOW Start Date: 20 May 24

SOW End Date: 19 Nov 24

Duration of SOW: 6 months (3-month extension option¹)

Key Personnel (Requirement Holder): N/A

Key Personnel (Supplier): N/A

Subcontractors: N/A

2. Call-Off Contract Specification – Deliverables Context

SOW Deliverables Background: The Technical Design Authority (TDA) works with Project Teams within Service Delivery on Technical Architecture issues and is a key enabler for Defence Digital in taking ownership of the design, management and orchestration of an increasingly disaggregated, multi-vendor ICT services estate – as well as a critical element of the Defence Digital Service Integration and Management (SIAM) capability.

¹ Subject to future PS Commercial approval. The use of a DIPS direct award is an exception to enable the raising of a request to conduct a DIPS competition. Such a request needs to be raised through the PS Group Mailbox and funding approval process initiated so that we avoid running out of time and doing another direct award.

3. Requirement Holder Requirements – SOW Deliverables

Outcome Description: Deliverables have been listed as list of activities to be agreed each month - all are output based, but the size will vary depending on the specifics, with effort across D1, D2 and D3 to be capped at one-part-time equivalent 3 days per week allowing for annual leave.

Ref	Authority's Desired	Deliverables Description	Deliverable	Deliverable Acceptance Criteria
	Outcome		Due Date	

F	Ref	Authority's Desired Outcome	Deliverables Description	Deliverable Due Date	Deliverable Acceptance Criteria

		 implementation roadmap, as constrained by MoD's complex project and system inter-dependencies and overriding Defence requirements. Implementation Patterns - Documenting a specific architectural area or domain in scope, with a description of what MoD requires in terms of implementation (the Systems and Infrastructure layers of the TOGAF model) 		
D2 Identity Programme	Providing architectural direction to the Defence Digital (DD) Identity Programme.	 Activities at the request of and direction of the DD CTO, as agreed monthly, across the scope of the DD Identity Programme. Examples of activities can include but will not be limited to: Architecture problem resolution statements - Documenting a specific MoD problem or issue, with the long list / short list of options that have been considered to resolve the problem, and a recommended course of action or preferred option. Design Pattern Confirmation Report - Documenting a specific architectural area or domain in scope, with a description of what the pattern is, or reference to a primary supplier engineering pattern or public domain pattern / standard, and the extent to which the current solution or a proposed course of action complies with the pattern. Architectural improvement statements - Documenting a specific architectural area or domain in scope, where improvements have been identified as being required or needed, and an outline statement of the proposed course of action, either tactical (remediation activities) or strategic (a roadmap to transition to the target state). Architectural qualification statements - Documenting a specific architectural area or domain in scope, with a description of the standards or objectives to be met, and 	Monthly 31 May 2024 28 Jun 2024 31 Jul 2024 30 Aug 2024 30 Sep 2024 31 Oct 2024 14 Nov 2024	• As for D1

Ref	Authority's Desired Outcome	Deliverables Description	Deliverable Due Date	Deliverable Acceptance Criteria
		the extent to which the current solution or a proposed course of action complies with the standards / objectives.		
		 Architectural roadmap statements - For a given architectural area or domain, documenting the required implementation roadmap, as constrained by MoD's complex project and system inter-dependencies and overriding Defence requirements. 		
		 Implementation Patterns - Documenting a specific architectural area or domain in scope, with a description of what MoD requires in terms of implementation (the Systems and Infrastructure layers of the TOGAF model) 		

Ref	Authority's Desired Outcome	Deliverables Description	Deliverable Due Date	Deliverable Acceptance Criteria
Architecture Roadmap and SQEP	wider MoD areas, as directed by the DD CTO and wider DD Architecture and stakeholder community, such as investigations / fact finding, impact assessments, options, direction, strategy, policy, and consensus building.	a specific MoD problem or issue, with the long list / short list of options that have been considered to resolve the	31 May 2024 28 Jun 2024 31 Jul 2024 30 Aug 2024 30 Sep 2024 31 Oct 2024 14 Nov 2024	
D3 –	Architectural direction to	Activities at the request of and direction of the DD CTO, as agreed	Monthly	• As for D1

 Architectural qualification statements - Documenting a specific architectural area or domain in scope, with a description of the standards or objectives to be met, and the extent to which the current solution or a proposed course of action complies with the standards / objectives. 	
 Architectural roadmap statements - For a given architectural area or domain, documenting the required implementation roadmap, as constrained by MoD's complex project and system inter-dependencies and overriding Defence requirements. 	
 Implementation Patterns - Documenting a specific architectural area or domain in scope, with a description of what MoD requires in terms of implementation (the Systems and Infrastructure layers of the TOGAF model) 	

Dependencies:

- The Authority shall provide access and suitable office accommodation for Supplier Personnel at Buyer Premises as required when they are working at Authority locations.
- The Authority shall provide the Supplier Personnel with access to MODNET in a manner which enables remote working (MODNET laptop) and access to all the tools / software required to deliver the Services.
- The Authority will provide the Supplier Personnel with MODNET laptops from Call off Start Date and thereafter, as is reasonably necessary in order for Contractor Personnel to perform the Services, provided the Contractor has given reasonable notice to the Authority of the number of laptops required for those Contractor Personnel.
- The Authority will make available appropriate people, information and reasonable assistance to enable the Supplier to deliver the Services, this includes other Authority suppliers and outputs from relevant projects and programmes.
- The Authority shall not unreasonably withhold or delay acceptance of services and deliverables.

Assumptions:

- The Authority has determined that this contract is a contracted-out service and therefore responsibility for determining the IR35 status and informing resources passes to the Supplier.
 A minimum of SC clearance is required for all supplier staff working on this contract.
- The Supplier will deliver the service remotely, with limited attendance at the following base locations: MOD Corsham.

Security Applicable to SOW: All Supplier Personnel delivering the Services will hold valid security clearances to SC and will sign a Confidentiality Undertaking.

The Supplier confirms that all Supplier Staff working on Requirement Holder Sites and on Requirement Holder Systems (as defined in Call Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliverables) and Deliverables, have completed Supplier Staff vetting in accordance with any applicable requirements in the Contract, including Paragraph 6 (Security of Supplier Staff) of Part B – Annex 1 (Baseline Security Requirements) of Call Off Schedule 9 (Security).

SOW Standards: No specific standards are applicable for the delivery of this SOW.

Performance Management: Not applicable – No KPIs or service levels identified for this SOW.

Additional Requirements:

Annex 1 – Where Annex 1 of Joint Schedule 11 (Processing Data) in the Call Off Contract does not accurately reflect the data Processor / Controller arrangements applicable to this Statement of Work, the Parties shall comply with the revised Annex 1 attached to this Statement of Work. **Not applicable**.

Key Supplier Staff: Not applicable

SOW Reporting Requirements:

Further to the Supplier providing the management information specified in Framework Schedule 5 (Management Charges and Information), the Supplier shall also provide the following additional management information under and applicable to this SOW only:

Ref.	Type of Information	Which Deliverables does this	Required regularity of
		requirement apply to?	Submission
1.	Monthly Performance Report	All services	Monthly

4. Charges

Call Off Contract Charges:

The applicable charging method(s) for this SOW is:

• Fixed Price

The value of this SOW is £150,800.24 excluding VAT as set out in the charges table below.



Resource Plan:

The Authority has requested a Technical Design Authority enterprise architecture service based on fixed price charging mechanism. The DIPS Lot 1 rate card has been used as a basis of determining the charges under this Order Form noting that the price is a Fixed Price and not capped or otherwise time and materials.

Reimbursable Expenses:

The service and deliverables charges include routine travel (on average one day per week) to the base location (MOD Corsham). Any attendance at any events beyond this routine requirement, will require additional expenses to be covered.

5. Signatures and Approvals

Agreement of this SOW

BY SIGNING this Statement of Work, the Parties agree that it shall be incorporated into Appendix 3 of the Order Form and incorporated into the Call Off Contract and be legally binding on the Parties:

For and on behalf of the Supplier

Name:	
Title:	
Date:	17/05/2024
Signature:	

For and on behalf of the Requirement Holder

Name:	
Title:	
Date:	17/05/2024
Signature:	

Annex 1 to Statement of Work – Not Applicable

Data Processing

Prior to the execution of this Statement of Work, the Parties shall review Annex 1 of Joint Schedule 11 (Processing Data) and if the contents of Annex 1 does not adequately cover the Processor / Controller arrangements covered by this Statement of Work, Annex 1 shall be amended as set out below and the following table shall apply to the Processing activities undertaken under this Statement of Work only:

[Template Annex 1 of Joint Schedule 11 (Processing Data) Below]

Description	Details
Identity of Controller for each Category of	The Relevant Authority is Controller and the Supplier is Processor
Personal Data	The Parties acknowledge that in accordance with paragraph 2 to paragraph 15 of Joint Schedule 11 (Processing Data) and for the purposes of the Data Protection Legislation, the Relevant Authority is the Controller and the Supplier is the Processor of the following Personal Data:
	• [Insert the scope of Personal Data for which the purposes and means of the Processing by the Supplier is determined by the Relevant Authority]
	The Supplier is Controller and the Relevant Authority is Processor
	The Parties acknowledge that for the purposes of the Data Protection Legislation, the Supplier is the Controller and the Relevant Authority is the Processor in accordance with paragraph 2 to paragraph 15 of Joint Schedule 11 (Processing Data) of the following Personal Data:
	• [Insert the scope of Personal Data which the purposes and means of the Processing by the Relevant Authority is determined by the Supplier]
	The Parties are Joint Controllers
	The Parties acknowledge that they are Joint Controllers for the purposes of the Data Protection Legislation in respect of:
	 [Insert the scope of Personal Data which the purposes and means of the Processing is determined by the both Parties together]
	The Parties are Independent Controllers of Personal Data
	The Parties acknowledge that they are Independent Controllers for the purposes of the Data Protection Legislation in respect of:
	 Business contact details of Supplier Personnel for which the Supplier is the Controller,
	• Business contact details of any directors, officers, employees, agents, consultants and contractors of Relevant Authority (excluding the Supplier Personnel) engaged in the performance of the Relevant Authority's duties under the Contract) for which

	the Relevant Authority is the Controller,
	• [Insert the scope of other Personal Data provided by one Party who is Controller to the other Party who will separately determine the nature and purposes of its Processing the Personal Data on receipt e.g. where (1) the Supplier has professional or regulatory obligations in respect of Personal Data received, (2) a standardised service is such that the Relevant Authority cannot dictate the way in which Personal Data is processed by the Supplier, or (3) where the Supplier comes to the transaction with Personal Data for which it is already Controller for use by the Relevant Authority]
	[Guidance where multiple relationships have been identified above, please address the below rows in the table for in respect of each relationship identified]
Duration of the Processing	[Clearly set out the duration of the Processing including dates]
Nature and purposes of the Processing	[Be as specific as possible, but make sure that you cover all intended purposes.
	The nature of the Processing means any operation such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of data (whether or not by automated means) etc.
	The purpose might include: employment processing, statutory obligation, recruitment assessment etc.]
Type of Personal Data	[Examples here include: name, address, date of birth, NI number, telephone number, pay, images, biometric data etc.]
Categories of Data Subject	[Examples include: Personnel (including volunteers, agents, and temporary workers), customers/ clients, suppliers, patients, students / pupils, members of the public, users of a particular website etc.]

Appendix 4 Template

Statement of Work

Appendix 4 not required and deleted.

Appendix 5

Confidentiality Undertaking

[**Requirement Holder guidance**: Appendix 5 is for use where required pursuant to clause 15.3 of the Core Terms]

Employee:

Name of Employer:

MOD Contract/Task No:

Title:

1. I, the above named employee, confirm that I am fully aware that, as part of my duties with my Employer in performing the above-named Contract, I shall receive confidential information of a sensitive nature (which may include particularly commercially sensitive information), whether documentary, electronic, aural or in any other form, belonging to or controlled by the Secretary of State for Defence or third parties. I may also become aware, as a result of my work in connection with the Contract, of other information concerning the business of the Secretary of State for Defence or third parties or controlled by the Secretary of State for Defence or third parties. I may also become aware, as a result of my work in connection with the Contract, of other information concerning the business of the Secretary of State for Defence or third parties, which is by its nature confidential.

2. I am aware that I should not use or copy for purposes other than assisting my Employer in carrying out the Contract, or disclose to any person not authorised to receive the same, any information mentioned in paragraph 1 unless my Employer (whether through me or by alternative means) has obtained the consent of the Secretary of State for Defence. I understand that "disclose", in this context, includes informing other employees of my Employer who are not entitled to receive the information.

3. Unless otherwise instructed by my Employer, if I have in the course of my employment received documents, software or other materials from the Secretary of State for Defence or other third party for the purposes of my duties under the above Contract then I shall promptly return them to the Secretary of State for Defence or third party (as the case may be) at the completion of the Contract via a representative of my Employer who is an authorised point of contact under the Contract and (in the case of information referred to under paragraph 1 above) is also authorised under paragraph 2. Alternatively, at the option of the Secretary of State for Defence or the third party concerned, I shall arrange for their proper destruction and notify the above authorised point of contact under the OFFICIAL SENSITIVE (when complete)

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules) Contract to supply a certificate of destruction to the Secretary of State for Defence. Where my Employer may legitimately retain materials to which this paragraph applies after the end of the Contract, I shall notify the authorised representative of my Employer to ensure that they are stored, and access is controlled in accordance with my Employer's rules concerning third party confidential information.

4. I understand that any failure on my part to adhere to my obligations in respect of confidentiality may render me subject to disciplinary measures under the terms of my employment.

Signed:

Date:

Appendix 6

Security Aspects Letter

SAL attached separately.

Appendix 7

Statement of Requirements

Appendix 7 not required.