



**RM6100 Technology Services 3 Agreement
Framework Schedule 4 - Annex 1
Lots 2, 3 and 5 Order Form**

Order Form

This Order Form is issued in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100 dated 21 April 2023 between the Supplier (as defined below) and the Minister for the Cabinet Office (the "**Framework Agreement**") and should be used by Buyers after making a direct award or conducting a further competition under the Framework Agreement.

The Contract, referred to throughout this Order Form, means the contract between the Supplier and the Buyer (as defined below) (entered into pursuant to the terms of the Framework Agreement) consisting of this Order Form and the Call Off Terms. The Call-Off Terms are substantially the terms set out in Annex 2 to Schedule 4 to the Framework Agreement and copies of which are available from the Crown Commercial Service website <http://ccs-agreements.cabinetoffice.gov.uk/contracts/rm1234>. The agreed Call-Off Terms for the Contract being set out as the Annex 1 to this Order Form.

The Supplier shall provide the Services and/or Goods specified in this Order Form (including any attachments to this Order Form) to the Buyer on and subject to the terms of the Contract for the duration of the Contract Period.

In this Order Form, capitalised expressions shall have the meanings set out in Schedule 1 (Definitions) of the Call-Off Terms

This Order Form shall comprise:

1. This document headed "Order Form";
2. Attachment 1 – Services Specification.
3. Attachment 2 – Charges and Invoicing.
4. Attachment 3 – Implementation Plan.
5. Attachment 4 – Service Levels and Service Credits.
6. Attachment 5 – Key Supplier Personnel and Key Sub-Contractors.
7. Attachment 6 – Software.
8. Attachment 7 – Financial Distress.
9. Attachment 8 - Governance
10. Attachment 9 – Schedule of Processing, Personal Data and Data Subjects.
11. Attachment 10 – Transparency Reports; and
12. Annex 1 – Call Off Terms and Additional/Alternative Schedules and Clauses.

The Order of Precedence shall be as set out in Clause 2.2 of the Call-Off Terms being:

- .1.1 the Framework, except Framework Schedule 18 (Tender);
- .1.2 the Order Form;
- .1.3 the Call Off Terms; and
- .1.4 Framework Schedule 18 (Tender).



Section A

General information

Contract Details	
Contract Reference:	707607454.
Contract Title:	BMfS Forecast & Resource Planning (F&RP) Automation Implementation
Contract Description:	Deliver a Minimum Value Product including a detailed solution architecture and Power Platform development of a future F&RP automation tool for both the spares analysis and F&RP algorithm.
Contract Anticipated Potential Value: this should set out the total potential value of the Contract	£300,000.00 (Ex VAT)
Estimated Year 1 Charges:	£300,000.00 (Ex VAT) – 18 th August 2023
Commencement Date: this should be the date of the last signature on Section E of this Order Form	Contract commencement in line with the returned signed Order Form from the Supplier and accompanying Buyer signature.

Buyer details
Buyer organisation name Ministry of Defence – UK Strategic Command, Business Modernisation for Support
Billing address Your organisation's billing address - please ensure you include a postcode Defence Bills Agency, Mersey House, Drury Lane, Liverpool, L2 7PX
Buyer representative name The name of your point of contact for this Order David Davies
Buyer representative contact details Email and telephone contact details for the Buyer's representative. This must include an email for the purpose of Clause 50.6 of the Contract. (REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE)
Buyer Project Reference



Please provide the customer project reference number.

707607454

Supplier details

Supplier name

The supplier organisation name, as it appears in the Framework Agreement

Sopra Steria Limited

Supplier address

Supplier's registered address

Three Cherry Trees Lane, Hemel Hempstead, HP2 7AH

Supplier representative name

The name of the Supplier point of contact for this Order

Chris Hose

Supplier representative contact details

Email and telephone contact details of the supplier's representative. This must include an email for the purpose of Clause 50.6 of the Contract.

(REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE)

Order reference number or the Supplier's Catalogue Service Offer Reference Number

A unique number provided by the supplier at the time of the Further Competition Procedure. Please provide the order reference number, this will be used in management information provided by suppliers to assist CCS with framework management. If a Direct Award, please refer to the Supplier's Catalogue Service Offer Reference Number.

Direct Award via Market Place – RM6100/Sopra Steria Limited/Lot3d/Power Platform Development for Forecast and Resource Planning Processes/001.

Guarantor details

Guidance Note: Where the additional clause in respect of the guarantee has been selected to apply to this Contract under Part C of this Order Form, include details of the Guarantor immediately below.

Guarantor Company Name

The guarantor organisation name

Not Applicable

Guarantor Company Number

Guarantor's registered company number

Not Applicable

Guarantor Registered Address

Guarantor's registered address



Crown
Commercial
Service

Not Applicable



Section B

Part A – Framework Lot

Framework Lot under which this Order is being placed

Tick one box below as applicable (unless a cross-Lot Further Competition or Direct Award, which case, tick Lot 1 also where the buyer is procuring technology strategy & Services Design in addition to Lots 2, 3 and/or 5. Where Lot 1 is also selected then this Order Form and corresponding Call-Off Terms shall apply and the Buyer is not required to complete the Lot 1 Order Form.

- | | |
|--|-------------------------------------|
| 1. TECHNOLOGY STRATEGY & SERVICES DESIGN | <input type="checkbox"/> |
| 2. TRANSITION & TRANSFORMATION | <input type="checkbox"/> |
| 3. OPERATIONAL SERVICES | |
| a: End User Services | <input type="checkbox"/> |
| b: Operational Management | <input type="checkbox"/> |
| c: Technical Management | <input type="checkbox"/> |
| d: Application and Data Management | <input checked="" type="checkbox"/> |
| 5. SERVICE INTEGRATION AND MANAGEMENT | <input type="checkbox"/> |

Part B – The Services Requirement

Commencement Date

See above in Section A

Contract Period

Guidance Note – this should be a period which does not exceed the maximum durations specified per Lot below:

Lot	Maximum Term (including Initial Term and Extension Period) – Months (Years)
2	36 (3)
3	60 (5)
5	60 (5)

Initial Term Months

4 months

Extension Period (Optional) Months

6 months

Minimum Notice Period for exercise of Termination Without Cause 1 month

(Calendar days) *Insert right (see Clause 35.1.9 of the Call-Off Terms)*

Sites for the provision of the Services

Guidance Note - Insert details of the sites at which the Supplier will provide the Services, which shall include details of the Buyer Premises, Supplier premises and any third party premises.



The Supplier shall provide the Services from the following Sites:

Buyer Premises:

Ministry of Defence, Abbey Wood South, Bristol, BS34 8JH

Supplier Premises:

Three Cherry Trees Lane, Hemel Hempstead, HP2 7AH

Third Party Premises:

(REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE)

Buyer Assets

Guidance Note: see definition of Buyer Assets in Schedule 1 of the Call-Off Terms

Issue of MOD Laptops in line with the Statements of Requirements (SOR)

Additional Standards

Guidance Note: see Clause 13 (Standards) and the definition of Standards in Schedule 1 of the Contract. Schedule 1 (Definitions). Specify any particular standards that should apply to the Contract over and above the Standards.

In line with the SOR:

Compliance with the MOD's Logistics Coherence Information Architecture (LCIA) initiative.

Compliance with the UK Government's Service Standard for the creation and running of public services.

Buyer Security Policy

Guidance Note: where the Supplier is required to comply with the Buyer's Security Policy then append to this Order Form below.

See Section C

Buyer ICT Policy

Guidance Note: where the Supplier is required to comply with the Buyer's ICT Policy then append to this Order Form below.

Issue of MOD Laptops in line with the SOR

Insurance

Guidance Note: if the Call Off Contract requires a higher level of insurance cover than the £1m default in Framework Agreement or the Buyer requires any additional insurances please specify the details below.

Third Party Public Liability Insurance (£) - Not Applicable

Professional Indemnity Insurance (£) - Not Applicable



Buyer Responsibilities

Guidance Note: list any applicable Buyer Responsibilities below.

- Issue, management and return of the Government Furnished Assets.
- Set up and chair management of the Operational Board.

Goods

Guidance Note: list any Goods and their prices.

Not Applicable

Governance – Option Part A or Part B

Guidance Note: the Call-Off Terms has two options in respect of governance. Part A is the short form option and Part B is the long form option. The short form option should only be used where there is limited project governance required during the Contract Period.

Governance Schedule	Tick as applicable
Part A – Short Form Governance Schedule	<input checked="" type="checkbox"/>
Part B – Long Form Governance Schedule	<input type="checkbox"/>

The Part selected above shall apply this Contract.

Change Control Procedure – Option Part A or Part B

Guidance Note: the Call-Off Terms has two options in respect of change control. Part A is the short form option and Part B is the long form option. The short form option should only be used where there is no requirement to include a complex change control procedure where operational and fast track changes will not be required.

Change Control Schedule	Tick as applicable
Part A – Short Form Change Control Schedule	<input checked="" type="checkbox"/>
Part B – Long Form Change Control Schedule	<input type="checkbox"/>

The Part selected above shall apply this Contract. Where Part B is selected, the following information shall be incorporated into Part B of Schedule 5 (Change Control Procedure):

- for the purpose of Paragraph 3.1.2 (a), the figure shall be £[]; and
- for the purpose of Paragraph 8.2.2, the figure shall be £[].



Section C

Part A - Additional and Alternative Buyer Terms

Additional Schedules and Clauses (see Annex 3 of Framework Schedule 4)

This Annex can be found on the RM6100 CCS webpage. The document is titled RM6100 Additional and Alternative Terms and Conditions Lots 2, 3 and 5.

Part A – Additional Schedules

Guidance Note: Tick any applicable boxes below

Additional Schedules	Tick as applicable
S1: Implementation Plan	<input type="checkbox"/>
S2: Testing Procedures	<input type="checkbox"/>
S3: Security Requirements (either Part A or Part B)	Part A <input type="checkbox"/> or Part B <input type="checkbox"/>
S4: Staff Transfer	<input type="checkbox"/>
S5: Benchmarking	<input type="checkbox"/>
S6: Business Continuity and Disaster Recovery	<input type="checkbox"/>
S7: Continuous Improvement	<input type="checkbox"/>
S8: Guarantee	<input type="checkbox"/>
S9: MOD Terms	<input checked="" type="checkbox"/>

Part B – Additional Clauses

Guidance Note: Tick any applicable boxes below

Additional Clauses	Tick as applicable
C1: Relevant Convictions	<input type="checkbox"/>
C2: Security Measures	<input type="checkbox"/>
C3: Collaboration Agreement	<input type="checkbox"/>

Where selected above the Additional Schedules and/or Clauses set out in document RM6100 Additional and Alternative Terms and Conditions Lots 2, 3 and 5 shall be incorporated into this Contract.

Part C - Alternative Clauses

Guidance Note: Tick any applicable boxes below

The following Alternative Clauses will apply:

Alternative Clauses	Tick as applicable
Scots Law	<input type="checkbox"/>
Northern Ireland Law	<input type="checkbox"/>
Joint Controller Clauses	<input type="checkbox"/>

Where selected above the Alternative Clauses set out in document RM6100 Additional and Alternative Terms and Conditions Lots 2, 3 and 5 shall be incorporated into this Contract.



Part B - Additional Information Required for Additional Schedules/Clauses Selected in Part A

Additional Schedule S3 (Security Requirements)

Guidance Note: where Schedule S3 (Security Requirements) has been selected in Part A of Section C above, then for the purpose of the definition of "Security Management Plan" insert the Supplier's draft security management plan below.

Not Applicable

Additional Schedule S4 (Staff Transfer)

Guidance Note: where Schedule S4 (Staff Transfer) has been selected in Part A of Section C above, then for the purpose of the definition of "Fund" in Annex D2 (LGPS) of Part D (Pension) insert details of the applicable fund below.

Not Applicable

Additional Clause C1 (Relevant Convictions)

Guidance Note: where Clause C1 (Relevant Convictions) has been selected in Part A of Section C above, then for the purpose of the definition of "Relevant Convictions" insert any relevant convictions which shall apply to this contract below.

Not Applicable



Additional Clause C3 (Collaboration Agreement)

Guidance Note: where Clause C3 (Collaboration Agreement) has been selected in Part A of Section C above, include details of organisation(s) required to collaborate immediately below.

Not Applicable

An executed Collaboration Agreement shall be delivered from the Supplier to the Buyer within the stated number of Working Days from the Commencement Date:

Not Applicable

An executed Collaboration Agreement from the Supplier has been provided to the Buyer

Not Applicable

Section D Supplier Response

Commercially Sensitive information

Any confidential information that the Supplier considers sensitive for the duration of an awarded Contract should be included here. Please refer to definition of Commercially Sensitive Information in the Contract – *use specific references to sections rather than copying the relevant information here.*

Insert details of any agreed Supplier Confidential Information which is commercially sensitive in nature:
N/A



Section E Contract Award

This Call Off Contract is awarded in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100.

SIGNATURES

For and on behalf of the Supplier

Name	(REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE)
Job role/title	
Signature	
Date	

For and on behalf of the Buyer

Name	(REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE)
Job role/title	
Signature	
Date	



Attachment 1 – Services Specification

Statement of Requirement for Development of the Forecasting & Resource Planning (F&RP) Automation Implementation

1. As part of the Ministry of Defence's (MOD's) Support Transformation Programme, Forecast and Resource Planning (F&RP) has been mandated as the framework to be used to optimise and manage UK Defence equipment support. The aim is to optimise Defence equipment availability against cost. This framework has also led to the publication of the British Standards Institute, Publicly Available Standard (PAS) 280, a guide for manufacturers, support providers, owners and end users looking to implement "through-life engineering services".
2. Within the MOD, F&RP is currently supported by predominantly manual data collection, analysis, modelling and prediction processes, together with a small number of MS Excel based tools plus other specialist software. This has been adequate to prove the F&RP concepts and support the early application of F&RP. However, the current methods are often labour intensive, time-consuming to run, require a high level of specialist knowledge and skill to use and are not scalable to support F&RP at an enterprise level across the whole of Defence. It is therefore necessary to ultimately develop an F&RP Permanent Toolset to address these short comings.
3. Sopra Steria were contracted to provide the first step towards this goal by identifying a suitable development path. They have provided their findings to the F&RP team and BMFS having delivered the below requirements.
 - a. Detailed solution architecture, Design power platform UI and create an F&RP database
 - b. Power platform development, create the F&RP algorithms in Python.
 - c. Front and backend integration, user testing and validation.
 - d. Create, test and configure Power BI dashboards.
 - e. Define the training required to enable users to run the toolset. It can be assumed that the users will already be familiar with the theory of F&RP and the processes that the toolset supports.

The Requirement

4. This requirement is to replicate the existing F&RP functionality from the Microsoft Excel and VBA-based current systems into an existing Defence Digital provided Microsoft Power Platform. This work package is to deliver a Minimum Viable Product (MVP) 1 capability that can optimise the seven F&RP levers against the Equipment Available Days (EAD) metric, with computation undertaken on the cloud. Allowing data entry from all required users to enter the data points needed (currently estimated at 77 data points), through a Power Application. With basic visualisation available through Power BI. Running simulations on the cloud, with data extracted for reporting.



Scope and Deliverables

5. At the start of this task, the contractor will participate in a contract kick-off meeting with the authority to confirm their initial assumptions and discuss their plans for the conduct of the task.
6. Throughout this task the contractor will provide weekly progress reports to the Authority's designated Project Manager (PM).
7. The contracted milestone deliverables will be as follows:
 - a. Milestone 1 - F&RP Minimum Viable Product: Scale of Support Resources tool – ability to search for number of resources required to hit a specified EAD target.
Scale of Spares tool ability to generate a table of KPIs against a set of fill rates.
Results viewable in Power BI.
 - b. Milestone 2 - Integrate Walkthrough document Capabilities. Ability to create Rational Constrained/Unconstrained Activity Plans in Power BI.
 - c. Milestone 3 - Replicate the core functionality of the Excel Inventory Analysis tool, to do data cleansing of Inventory data, in an improved Power Platform hosted application. For the cleansed data to be used within the Inventory Planner Tool.
 - d. Milestone 4 - Replicate the core functionality of the Excel Inventory Planner tool, to do Inventory Planning of cleansed data from Inventory Analysis tool, in an improved Power Platform hosted application. Create future purchase plans for Inventory Managers.
 - e. Milestone 5 - Add capability to the Scale of Support Resources tool, to be able to model Single Equipment Type Instances in simulations, by modelling Sub-Systems within the tool-set.
8. Within 1 week of the end of this task, the contractor will deliver a Learning From Experience (LFE) report articulating how the task was carried out, what went wrong, what went well and what lessons should be learnt by the Authority for the future. A meeting with the Authority will then take place to discuss the LFE report.

Quality

9. The F&RP Permanent Toolset will need to comply with the MOD's Logistics Coherence Information Architecture (LCIA) initiative.
10. The F&RP Toolset will need to comply with the UK Government's Service Standard for the creation and running of public services.
11. The Authority will have 10 business days to review and accept all Deliverables received. Where the Deliverables are rejected by the Authority, the Supplier must take corrective action and will have 10 business days to do so and re-submit.
12. Staff undertaking this task must have a valid, current security clearance of at least Security Cleared (SC).



13. All material and outcomes from this task are to be treated as confidential between the MOD and the personnel and company undertaking this task. All material, data and information is to be appropriately security classified and handled in accordance with current MOD security guidelines.

14. The Supplier must provide to the Authority CVs of personnel expected to carry it out outlining any experience, qualifications and skills they have relevant to this task. The Authority envisages a description of the roles and experience relevant to addressing the expected activities of research, analysis and design.

Working Location and expenses

15. This task will need to be carried out at MOD Abbey Wood with the possible need to visit other MOD sites should investigations require it.

16. Supplier personnel may, subject to COVID-19 restrictions, from time to time be required to undertake business travel to support project activity. This may include but is not limited to Front Line Command HQs **((REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE))**.

17. No expenses are reimbursable under this contract.

GFX

18. The Supplier will be issued with laptop devices, that remain the property of the Authority, and are supplied for the sole use of accessing MOD applications and services for use on this project. Use of the devices and access to data mandates the supplier must adhere to MOD security policy.

19. It is anticipated that the laptop devices will be issued to the identified team members within ten business days of the Supplier's submission of the signed Tasking Order Form. In order to expedite the contract start date the Supplier must submit the following information regarding their team members to the Authority's designated Commercial Officer along with the signed order form:

- Full Name
- Date of Birth
- Address (that the laptops will be delivered to)
- Contact telephone number

20. To facilitate a seamless transition, the Supplier must provide contact details (as listed above) of any changes to personnel (approved by the Authority) no later than ten business days prior to their commencement of any work performed under the Contract. It is the Supplier's responsibility (at their own cost) to securely deliver the laptop device to the new team member.

21. At the close of the contract, a review will take place to ensure laptop devices and any accompanying paraphernalia are returned in the same condition that they were issued, subject to fair wear and tear. All documents, artefacts, information pertaining to the delivery of this programme needs to be returned to the Authority or destroyed at the MOD's request.



Crown
Commercial
Service



Attachment 2 – Charges and Invoicing

Part A – Milestone Payments and Delay Payments

#	Milestone Description	Milestone Payment amount (£GBP)	Milestone Date	Delay Payments (where Milestone) (£GBP per day)
M1	F&RP Minimum Viable Product: Scale of Support Resources tool – ability to search for number of resources required to hit a specified EAD target. Scale of Spares tool ability to generate a table of KPIs against a set of fill rates. Results viewable in Power BI.	£60,000	(2 weeks) 12 th May 2023	
M2	Integrate Walkthrough document Capabilities. Ability to create Rational Constrained/Unconstrained Activity Plans in Power BI.	£60,000	(2 weeks) 26 th May 2023	
M3	Replicate the core functionality of the Excel Inventory Analysis tool, to do data cleansing of Inventory data, in an improved Power Platform hosted application. For the cleansed data to be used within the Inventory Planner Tool.	£60,000	(4 weeks) 23 rd June 2023	
M4	Replicate the core functionality of the Excel Inventory Planner tool, to do Inventory Planning of cleansed data from Inventory Analysis tool, in an improved Power Platform hosted application. Create future purchase plans for Inventory Managers.	£60,000	(4 weeks) 21 st July 2023	
M5	Add capability to the Scale of Support Resources tool, to be able to model Single Equipment Type Instances in simulations, by modelling Sub-Systems within the toolset.	£60,000	(4 weeks) 18 th August 2023	

Part B – Service Charges – Not Applicable

Charge Number	Service Charges



N/A	
N/A	

Part C – Supplier Personnel Rate Card for Calculation of Time and Materials Charges - Not Applicable

Staff Grade	Day Rate (£)
N/A	
N/A	



Part D – Risk Register - Not Applicable

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
Risk Number	Risk Name	Description of risk	Timing	Likelihood	Impact (£)	Impact (description)	Mitigation (description)	Commitment
N/A								
N/A								
N/A								
N/A								



Part E – Early Termination Fee(s) – Not Applicable

Attachment 3 – Outline Implementation Plan

#	Milestone	Deliverables (<i>bulleted list showing all Deliverables (and associated tasks) required for each Milestone</i>)	Duration (Working Days)	Milestone Date
M1	F&RP Minimum Viable Product	Scale of Support Resources tool – ability to search for number of resources required to hit a specified EAD target. Scale of Spares tool ability to generate a table of KPIs against a set of fill rates. Results viewable in Power BI.	10 days	12/05/2023
M2	Walkthrough Document	Integrate Walkthrough document Capabilities. Ability to create Rational Constrained/Unconstrained Activity Plans in Power BI.	10 days	26/05/2023
M3	Replicate Inventory Analysis tool	Replicate the core functionality of the Excel Inventory Analysis tool, to do data cleansing of Inventory data, in an improved Power Platform hosted application. For the cleansed data to be used within the Inventory Planner Tool.	20 days	23/06/2023
M4	Replicate Inventory Planner Tool	Replicate the core functionality of the Excel Inventory Planner tool, to do Inventory Planning of cleansed data from Inventory Analysis tool, in an improved Power Platform hosted application. Create future purchase plans for Inventory Managers.	20 days	21/07/2023
M5	Add capability to Scale of support resources tool	Add capability to the Scale of Support Resources tool, to be able to model Single Equipment Type Instances in simulations, by modelling Sub-Systems within the toolset.	20 days	18/08/2023



Attachment 4 – Service Levels and Service Credits – Not Applicable

Service Levels and Service Credits

Service Levels				Service Credit for each Service Period
Service Level Performance Criterion	Key Indicator	Service Level Performance Measure	Service Level Threshold	
N/A				
N/A				

The Service Credits shall be calculated on the basis of the following formula: N/A

Service Credit Cap

Not Applicable



Crown
Commercial
Service

Critical Service Level Failure – Not Applicable



Attachment 5 – Key Supplier Personnel and Key Sub-Contractors

- .1.5 The Parties agree that they will update this Attachment 5 periodically to record any changes to Key Supplier Personnel and/or any Key Sub-Contractors appointed by the Supplier after the Commencement Date for the purposes of the delivery of the Services.

Part A – Key Supplier Personnel

Key Supplier Personnel	Key Role(s)	Duration

Part B – Key Sub-Contractors

Key Sub-contractor name and address (if not the same as the registered office)	Registered office and company number	Related product/Service description	Key Sub-contract price expressed as a percentage of total projected Charges over the Contract Period	Key role in delivery of the Services
N/A				



Attachment 6 – Software – Not Applicable

- .1.1 The Software below is licensed to the Buyer in accordance with Clauses 20 (*Intellectual Property Rights*) and 21 (*Licences Granted by the Supplier*).
- .1.2 The Parties agree that they will update this Attachment 6 periodically to record any Supplier Software or Third Party Software subsequently licensed by the Supplier or third parties for the purposes of the delivery of the Services.

Part A – Supplier Software

The Supplier Software includes the following items:

Software	Supplier (if an Affiliate of the Supplier)	Purpose	Number of Licences	Restrictions	Number of Copies	Type (COTS or Non-COTS)	Term/ Expiry
N/A							
N/A							
N/A							
N/A							



Part B – Third Party Software – Not Applicable

The Third Party Software shall include the following items:

Third Party Software	Supplier	Purpose	Number of Licences	Restrictions	Number of Copies	Type (COTS or Non-COTS)	Term/ Expiry
N/A							
N/A							
N/A							
N/A							

Attachment 7 – Financial Distress

For the purpose of Schedule 7 (Financial Distress) of the Call-Off Terms, the following shall apply:

PART A – CREDIT RATING THRESHOLD

Entity	Credit Rating (long term) <i>(insert credit rating issued for the entity at the Commencement Date)</i>	Credit Rating Threshold <i>(insert the actual rating (e.g. AA-) or the Credit Rating Level (e.g. Credit Rating Level 3))</i>
Supplier	Dun & Bradstreet - 93	Dun & Bradstreet - 43
	N/A	N/A
	N/A	N/A
[Guarantor]	N/A	N/A
	N/A	N/A
	N/A	N/A
[Key Sub-contractor 1]	N/A	N/A
[Key Sub-contractor 2]	N/A	N/A

PART A – SHORT FORM GOVERNANCE

For the purpose of Part A of Schedule 7 (Short Form Governance) of the Call-Off Terms, the following board shall apply:

Operational Board	
Buyer Members for the Operational Board	Programme Team Commercial as requested/required.
Supplier Members for the Operational Board	Programme Team Commercial as requested/required.
Frequency of the Operational Board	Monthly
Location of the Operational Board	Virtual via MS Teams

PART B – LONG FORM GOVERNANCE

For the purpose of Part B of Schedule 7 (Long Form Governance) of the Call-Off Terms, the following boards shall apply:

SERVICE MANAGEMENT BOARD	
Buyer Members of Service Management Board (include details of chairperson)	Not Applicable
Supplier Members of Service Management Board	Not Applicable
Start Date for Service Management Board meetings	Not Applicable
Frequency of Service Management Board meetings	Not Applicable
Location of Service Management Board meetings	Not Applicable

Programme Board	
Buyer members of Programme Board (include details of chairperson)	Not Applicable
Supplier members of Programme Board	Not Applicable
Start date for Programme Board meetings	Not Applicable
Frequency of Programme Board meetings	Not Applicable
Location of Programme Board meetings	Not Applicable

Change Management Board	
Buyer Members of Change Management Board (include details of chairperson)	Not Applicable
Supplier Members of Change Management Board	Not Applicable
Start Date for Change Management Board meetings	Not Applicable
Frequency of Change Management Board meetings	Not Applicable
Location of Change Management Board meetings	Not Applicable

Technical Board	
Buyer Members of Technical Board (include details of chairperson)	Not Applicable
Supplier Members of Technical Board	Not Applicable
Start Date for Technical Board meetings	Not Applicable

Frequency of Technical Board meetings	Not Applicable
Location of Technical Board meetings	Not Applicable

Risk Management Board	
Buyer Members for Risk Management Board (include details of chairperson)	Not Applicable
Supplier Members for Risk Management Board	Not Applicable
Start Date for Risk Management Board meetings	Not Applicable
Frequency of Risk Management Board meetings	Not Applicable
Location of Risk Management Board meetings	Not Applicable

Attachment 9 – Schedule of Processing, Personal Data and Data Subjects

This Attachment 9 shall be completed by the Controller, who may take account of the view of the Processors, however the final decision as to the content of this Schedule shall be with the Buyer at its absolute discretion.

1.1.1.1 The contact details of the Buyer's Data Protection Officer are: **(REDACTED FOR SECURITY PURPOSES – OFFICIAL SENSITIVE)**

1.1.1.2 The contact details of the Supplier's Data Protection Officer are: **TBC**

1.1.1.3 The Processor shall comply with any further written instructions with respect to processing by the Controller.

1.1.1.4 Any such further instructions shall be incorporated into this Attachment 9.

Description	Details
Identity of Controller for each Category of Personal Data	<p>The Authority is Controller and the Supplier is Processor</p> <p>The Parties acknowledge that in accordance with Clause 34.2 to 34.15 and for the purposes of the Data Protection Legislation, the Buyer is the Controller and the Supplier is the Processor of the following Personal Data:</p> <ul style="list-style-type: none"> Not Applicable as the supplier shall not be authorised to process any Personal Data under this Contract. <p>The Supplier is Controller and the Authority is Processor</p> <p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the Supplier is the Controller and the Buyer is the Processor in accordance with Clause 34.2 to 34.15 of the following Personal Data:</p> <ul style="list-style-type: none"> Not Applicable as the supplier shall not be authorised to process any Personal Data under this Contract. <p>The Parties are Joint Controllers</p> <ul style="list-style-type: none"> Not Applicable as the supplier shall not be authorised to process any Personal Data under this Contract. <p>The Parties are Independent Controllers of Personal Data</p> <ul style="list-style-type: none"> Not Applicable as the supplier shall not be authorised to process any Personal Data under this Contract.
Duration of the processing	Not Applicable

Nature and purposes of the processing	Not Applicable
Type of Personal Data	Not Applicable
Categories of Data Subject	Not Applicable
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	Not Applicable

Attachment 10 – Transparency Reports

Title	Content	Format	Frequency
Contract Award Notice	Awarded Supplier and Contract Value	Publication via Defence Sourcing Portal	Once on Contract

Annex 1 – Call Off Terms and Additional/Alternative Schedules and Clauses