**RM6100 Technology Services 3**

**Framework Schedule 4 Annex 1
Lot 4 Order Form**

**Order Form**

This Order Form is issued in accordance with the provisions of the Technology Services 3 Framework Contract RM6100 dated 26th October 2023 between the Supplier (as defined below) and the Minister for the Cabinet Office (the "**Framework Contract**") and should be used by Buyers conducting a further competition under the Framework Contract.

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 Contract) 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 Contract 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 Term.

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. The following Attachments with reference to the corresponding Schedule in the Call-Off Terms. Attachments to this Order Form either replaces (i) an Annex to a Schedule in the Call-Off Terms or (ii) a Schedule to the Call-Off Terms in its entirety (for example, Attachment 2.1 (Services Description)):

|  |  |
| --- | --- |
| **Attachment to the Order Form** | **Schedule to the Call-Off Terms** |
| Attachment 2.1 (Services Description) | See Schedule 2.1 (Services Description) |
| Attachment 2.2 (Key Performance Indicators and Subsidiary Performance Indicators Tables)  | See Schedule 2.2 (Performance Levels) |
| Attachment 2.3 (Environmental Requirements) | See Schedule 2.3 (Standards) |
| Attachment 2.4 (Information Management System) | See Schedule 2.4 (Security Management) |
| Attachment 3 (Buyer Responsibilities) | See Schedule 3 (Buyer Responsibilities) |
| Attachment 4.1 (Supplier Solution) | See Schedule 4.1 (Supplier Solution) |
| Attachment 4.2 (Commercially Sensitive Information) | See Schedule 4.2 (Commercially Sensitive Information) |
| Attachment 4.3 (Key Sub-Contractors) | See Schedule 4.3 (Key Sub-Contractors) |
| Attachment 4.4 (Third Party Contracts) | See Schedule 4.4 (Third Party Contracts) |
| Attachment 5 (Software) | See Schedule 5 (Software) |
| Attachment 6.1 (Outline Implementation Plan) | See Schedule 6.1 (Implementation Plan) |
| Attachment 6.2 (Test Success Criteria) | See Schedule 6.2 (Testing Procedures) |
| Attachment 7.1 (Charges) | See Schedule 7.1 (Charges and Invoicing) |
| Attachment 7.2 (Maximum Payments on Termination) | See Schedule 7.2 (Payments on Termination) |
| Attachment 7.3 (Approved Benchmarkers) | See Schedule 7.3 (Benchmarking) |
| Attachment 7.3 (Financial Distress) | See Schedule 7.4 (Financial Distress) |
| Attachment 7.6 (Anticipated Savings) | See Schedule 7.6 (Anticipated Savings) |
| Attachment 8.1 (Representation and Structure of Boards) | See Schedule 8.1 (Governance) |
| Attachment 8.4 (Transparency Reports and Records to Upload to Virtual Library) | See Schedule 8.4 (Reports and Records Provision) |
| Attachment 9.1 (Notified Sub-Contractors) | See Schedule 9.1 (Staff Transfer) |
| Attachment 9.2 (Key Personnel) | See Schedule 9.2 (Key Personnel) |
| Attachment 11 (Processing Personal Data) | See Schedule 11 (Processing Personal Data) |

1. Annex 1 – Call-Off Terms and Additional/Alternative Clauses.

The Order of Precedence shall be as set out in Clause 1.4 of the Call-Off Terms being:

### the Framework, except Framework Schedule 18 (Tender);

### the Order Form and its Attachments (other than Attachment 4.1 (Supplier Solution) and its Annexes) and Schedule 2.2 (Performance Levels) and its Annexes;

### the Call-Off Terms (including the Schedules and their Annexes) (other than Schedule 2.2 (Performance Levels) and its Annexes which is dealt with above in (b));

### Attachment 4.1 (Supplier Solution) and its Annexes (if any); and

### Framework Schedule 18 (Tender).

**Section A**

**General Information**

|  |
| --- |
| **Contract Details** |
| **Contract Reference:** | CCIT23A01 |

|  |  |
| --- | --- |
| **Contract Title:** | BMfS Digital Delivery Support Partner (D2SP) |

|  |  |
| --- | --- |
| **Contract Description:** | Major Services Transformational Programme |

|  |  |
| --- | --- |
| **Contract Anticipated Potential Value:** this should set out the total potential value of the Contract | Not to exceed (NTE) £92M (Including option years if exercised)  |

|  |
| --- |
| **Buyer details** |
| **Buyer organisation name**Ministry of Defence |

|  |
| --- |
| **Billing address****REDACTED TEXT under FOIA Section 40, Personal Information** |

|  |
| --- |
| **Buyer representative name**The name of your point of contact for this Order**REDACTED TEXT under FOIA Section 40, Personal Information** |

|  |
| --- |
| **Buyer representative contact details**Email and telephone contact details for the Buyer’s representative. This must include an email for the purpose of Clause 44.3 of the Call-Off Terms. **REDACTED TEXT under FOIA Section 40, Personal Information** |

|  |
| --- |
| **Buyer Project Reference**Please provide the customer project reference number.706208453 |

|  |
| --- |
| **Supplier details** |
| **Supplier name**The supplier organisation name, as it appears in the Framework ContractSecureCloud+ |

|  |
| --- |
| **Supplier address**Supplier’s registered address**REDACTED TEXT under FOIA Section 40, Personal Information** |

|  |
| --- |
| **Supplier representative name**The name of the Supplier point of contact for this Order. This must include an email for the purpose of Clause 44.3 of the Call-Off Terms.**REDACTED TEXT under FOIA Section 40, Personal Information** |

|  |
| --- |
| **Supplier representative contact details**Email and telephone contact details of the supplier’s representative**REDACTED TEXT under FOIA Section 40, Personal Information** |

|  |
| --- |
| **Order reference number**A unique number provided by the supplier at the time of quoteClick here to enter text. |

**Section B**

**Part 1 – Framework Lots (for multi-Lots only)**

|  |
| --- |
| **Framework Lot under which this Order is being placed***Guidance Note: where a buyer is conducting a multi-lot procurement and Lot 4 is one of those (which in that case this Order Form and corresponding Call-Off Terms will apply to all Lot(s) under that procurement, tick below which Lot(s) apply in addition to Lot 4. Where this is not a multi-lot procurement and only Lot 4 applies, this Part 1 does* ***not need*** *to be completed.*  |
| 1. TECHNOLOGY STRATEGY & SERVICES DESIGN
 | ☐ |
| 1. TRANSITION & TRANSFORMATION
 | ☐ |
| 1. OPERATIONAL SERVICES
 |  |
| a: End User Services | ☐ |
| b: Operational Management | ☐ |
| c: Technical Management | ☐ |
| d: Application and Data Management | ☐ |
| 1. MAJOR SERVICES TRANSFORMATION PROGRAMMES
 | ☒ |
| 1. SERVICE INTEGRATION AND MANAGEMENT
 | ☐ |

**Part 2 – Contract Details**

|  |
| --- |
| **Initial Term**36 months (value NTE - £50M excluding VAT)**Option Periods (Authority’s discretion and subject to further approval)**Option Period 1: Maximum 12 Months (NTE £21m excluding VAT) Option Period 2: Maximum 12 Months (NTE £21m excluding VAT) **Total potential contract duration including discretionary option periods of 60 months (Total NTE £92m)**  |

|  |
| --- |
| **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:** The base location for this contract will be the contractor’s own premises. It is anticipated that Personnel will be required to frequently be present, with the Authority BMfS Team, at MOD Abbey Wood and other Defence and supplier locations across the United Kingdom.**Supplier Premises:****Prime Contractor – SecureCloud+ Limited** **REDACTED TEXT under FOIA Section 40, Personal Information****Key Subcontractor – Accenture (UK) Ltd** **REDACTED TEXT under FOIA Section 40, Personal Information** **Key Subcontractor – Frazer-Nash Consultancy Ltd** **REDACTED TEXT under FOIA Section 40, Personal Information** **Key Subcontractor – Harmonic Ltd** **REDACTED TEXT under FOIA Section 40, Personal Information** **Key Subcontractor – PA Consulting Services Ltd** **REDACTED TEXT under FOIA Section 40, Personal Information** **Key Subcontractor – Squarcle Consulting Ltd** **REDACTED TEXT under FOIA Section 40, Personal Information****Third Party Premises:** *Not Applicable* |

|  |
| --- |
| **Buyer Assets** *Guidance Note: see definition of Buyer Assets in Schedule 1 of the Contract.* Issue of Ministry of Defence MODnet laptops in line with the Statement of Requirements. |

|  |
| --- |
| **Insurance** *Guidance Note: if this 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 (£) - £10MProfessional Indemnity Insurance (£) - £10M |

|  |
| --- |
| **Goods***Guidance Note: list any Goods and their prices.* Not Applicable |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Security Management – Option Part A or Part B***Guidance Note: Schedule 2.4 (Security Management) of the Call-Off Terms has two options in respect of Security Management. Refer to Schedule 2.4 (Security Management) for detailed guidance on which Part to select.*

|  |  |
| --- | --- |
| **Security Management Schedule** | **Tick as applicable** |
| Part A – Security Assurance  | ☐ |
| Part B – Security Accreditation  | ☐ |

The BMfS Security Management Plan (SMP) at Annex B shall apply. |

**Section C**

**Part 1 – Additional and Alternative Buyer Terms**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Alternative Clauses and Additional Clauses***(see Annex 3 of Framework Schedule 4)**This Annex can be found on the RM6100 CCS webpage. The document is titled RM6100 Alternative and Additional Terms and Conditions Lot 4***Part A – Additional Clauses** *Guidance Note: Tick any applicable boxes below*

|  |  |
| --- | --- |
| **Additional Clauses** | **Tick as applicable** |
| C1: Collaboration Agreement | ☐ |
| C2: MOD Clauses | X |

Where selected above the Additional Schedules and/or Clauses set out in document RM6100 Alternative and Additional Terms and Conditions Lot 4 shall be incorporated into this Contract. **Part B - Alternative Clauses***Guidance Note: Tick any applicable boxes below*The following Alternative Clauses will apply:

|  |  |
| --- | --- |
| **Alternative Clauses** | **Tick as applicable** |
| Scots Law | ☐ |
| Northern Ireland Law | ☐ |

Where selected above the Alternative Clauses set out in document RM6100 Alternative and Additional Terms and Conditions Lot 4 shall be incorporated into this Contract.  |

**Part 2 - Additional Information Required for Additional Clauses Selected in Part 1**

|  |
| --- |
| **Additional Clause C1 (Collaboration Agreement)***Guidance Note: where Clause C1 (Collaboration Agreement) has been selected in Part 1 of Section C above, include details of organisation(s) required to collaborate immediately below.* Not ApplicableAn executed Collaboration Agreement shall be delivered from the Supplier to the Buyer within the stated number of Working Daysfrom the Effective Date:Not Applicable |

**Section D**

**Contract award**

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

|  |
| --- |
| **SIGNATURES** |

**For and on behalf of the Supplier**

|  |  |
| --- | --- |
| Name | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Job role/title | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Signature | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Date | **REDACTED TEXT under FOIA Section 40, Personal Information** |

**For and on behalf of the Buyer**

|  |  |
| --- | --- |
| Name | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Job role/title | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Signature | **REDACTED TEXT under FOIA Section 40, Personal Information** |
| Date | **REDACTED TEXT under FOIA Section 40, Personal Information** |

**Attachments to this Order Form**

Attachment 1- About this Procurement-D2SP-RM6100

Attachment 2 - How to Bid including Evaluation Criteria-D2SP-RM6100

Attachment 3 - Annex A - Statement of Requirements-D2SP-RM6100

Attachment 3a - Annex A1 - Security Aspects Letter-D2SP-RM6100

Attachment 3b - Annex B - BMfS Security Management Plan-D2SP-RM6100

Attachment 3c - BMfS Prospectus

Attachment 3d – Supplier Assurance Questionnaire – High Cyber Risk Profile – D2SP – RM6100

Attachment 4a - Lot 4 Call Off Terms-D2SP-RM6100

Attachment 4b - Lot 4 Call Off Terms Schedules-D2SP-RM6100

Attachment 4c - Lot 4 Call Off Order Form Attachments-D2SP-RM6100

Attachment 4d - Lot 4 Call Off Terms Additional and Alternative Conditions-D2SP-RM6100

Attachment 5 – Annex C - Payment Schedule-D2SP-RM6100

Attachment 6 - Annex D - Tasking Authorisation Process-D2SP-RM6100

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

|  |  |  |
| --- | --- | --- |
| **DEFCON Number** | **Title** | **Current Version (check before adding to Order Form)** |
| 76 | Contractor's Personnel At Government Establishments  | 11/22 |
| 129J | The Use Of Electronic Business Delivery Form | 18/11/16 |
| 522 | Payment and Recovery of Sums Due | 11/21 |
| 524 | Rejection | 12/21 |
| 525 | Acceptance | 10/98 |
| 531 | Disclosure Of Information | 09/21 |
| 539 | Transparency | 01/22 |
| 540 | Conflicts of Interest | 05/23 |
| 550 | Child labour and Employment Law | 02/14 |
| 602B | Quality Assurance (Without Deliverable Quality Plan) | 12/06 |
| 611 | Issued Property | 12/22 |
| 620 | Contract Change Control Procedure | 06/22 |
| 647 | Financial Management Information | 05/21 |
| 658 | Cyber | 10/22 |
| 659A | Security Measures | 09/21 |
| 660 | Official-Sensitive Security Requirements | 12/15 |
| 671 | Plastic Packaging Tax | 10/22 |
| 694 | Accounting For Property Of The Authority | 07/21 |
| **DEFFORM** | **Title** |
| DEFFORM 539B | Publishable Performance Information – KPI Data Report |
| **DEF-STAN Number** | **Title** |
| 05-138 | Cyber Security for Defence Suppliers |

Details of the DEFCON and DEF-STAN can be found in KiD – Knowledge in Defence.

You can register for access to Knowledge in Defence by clicking Here: <https://sts.defencegateway.mod.uk/register.aspx> to complete a registration form to open an account.

Once account is open, click here: <https://www.kid.mod.uk/> and search DEFCON

The Cyber Risk Assessment for this requirement is High Reference: RAR-117846455.

Potential Bidders are to complete a Supplier Assurance Questionnaire (SAQ), instructions are provided on Attachment A on Attachment 2–How to Bid Including Evaluation Criteria-D2SP-RM6100.