



Army Innovation Commercial Team

Contract No: 710526450

For the Provision of: Studies into the
Prevention of Musculoskeletal Injury (MSKI
PREVENT)

Schedules

<p>Between the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland</p> <p>Team Name and address:</p> <p>Army Commercial, Zone 0.A Ground Floor Blenheim Building Monxton Road Andover Hampshire SP11 8HJ</p> <p>POC: [REDACTED]</p> <p>E-mail: ArmyComrcl-Innov-ARIEL-Mailbox@mod.gov.uk</p> <p>Telephone Number: N/A</p> <p>Fax No: N/A</p>	<p>And</p> <p>The University of Bath</p> <p>Contractor Name and address:</p> <p>University of Bath, Claverton Down, Bath BA2 7AY</p> <p>E-mail Address: [REDACTED]</p> <p>Telephone Number: [REDACTED]</p>
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SC2 Schedules

Schedule 1 - Definitions of Contract

Article	means, in relation to clause 24 and Schedule 6 only, an object which during production is given a special shape, surface or design which determines its function to a greater degree than does its chemical composition;
Articles	means (except in relation to Schedule 10) the Contractor Deliverables (goods and/or the services), including Packaging (and Certificate(s) of Conformity and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract in accordance with Schedule 2 (Schedule of Requirements), but excluding incidentals outside Schedule 2 (Schedule of Requirements) such as progress reports. (This definition only applies when DEFCONs are added to these Conditions);
Authority	means the Secretary of State for Defence acting on behalf of the Crown;
Authority's Representative(s)	shall be those person(s) defined in Schedule 3 (Contract Data Sheet) who will act as the Authority's Representative(s) in connection with the Contract. Where the term "Authority's Representative(s)" in the Conditions is immediately followed by a functional description in brackets, the appropriate Authority's Representative(s) shall be the designated person(s) for the purposes of Condition 7;
Business Day	means 09:00 to 17:00 Monday to Friday, excluding public and statutory holidays;
Central Government Body	<p>a body listed in one of the following sub-categories of the Central Government classification of the Public Sector Classification Guide, as published and amended from time to time by the Office for National Statistics:</p> <ul style="list-style-type: none">a. Government Department;b. Non-Departmental Public Body or Assembly Sponsored Public Body (advisory, executive, or tribunal);c. Non-Ministerial Department; ord. Executive Agency;
Collect	means pick up the Contractor Deliverables from the Consignor. This shall include loading, and any other specific arrangements, agreed in accordance with Clause 28.c and Collected and Collection shall be construed accordingly;
Commercial Packaging	means commercial Packaging for military use as described in Def Stan 81-041 (Part 1)

Conditions	means the terms and conditions set out in this document;
Consignee	means that part of the Authority identified in Schedule 3 (Contract Data Sheet) to whom the Contractor Deliverables are to be Delivered or on whose behalf they are to be Collected at the address specified in Schedule 3 (Contract Data Sheet) or such other part of the Authority as may be instructed by the Authority by means of a Diversion Order;
Consignor	means the name and address specified in Schedule 3 (Contract Data Sheet) from whom the Contractor Deliverables will be dispatched or Collected;
Contract	means the Contract including its Schedules and any amendments agreed by the Parties in accordance with condition 6 (Formal Amendments to the Contract);
Contract Price	means the amount set out in Schedule 2 (Schedule of Requirements) to be paid (inclusive of Packaging and exclusive of any applicable VAT) by the Authority to the Contractor, for the full and proper performance by the Contractor of its obligations under the Contract.
Contractor	means the person who, by the Contract, undertakes to supply the Contractor Deliverables, for the Authority as is provided by the Contract. Where the Contractor is an individual or a partnership, the expression shall include the personal representatives of the individual or of the partners, as the case may be, and the expression shall also include any person to whom the benefit of the Contract may be assigned by the Contractor with the consent of the Authority;
Contractor Deliverables	means the goods and/or the services, including Packaging (and Certificate(s) of Conformity and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract;
Control	means the power of a person to secure that the affairs of the Contractor are conducted in accordance with the wishes of that person: a. by means of the holding of shares, or the possession of voting powers in, or in relation to, the Contractor; or b. by virtue of any powers conferred by the constitutional or corporate documents, or any other document, regulating the Contractor; and a change of Control occurs if a person who Controls the Contractor ceases to do so or if another person acquires Control of the Contractor;
CPET	means the UK Government's Central Point of Expertise on Timber, which provides a free telephone helpline and website to support implementation of the UK Government timber procurement policy;
Crown Use	in relation to a patent means the doing of anything by virtue of Sections 55 to 57 of the Patents Act 1977 which otherwise would be an infringement of the patent and in relation to a Registered Design has the meaning given in paragraph 2A(6) of the First Schedule to the

Registered Designs Act 1949;

Dangerous Goods	<p>means those substances, preparations and articles that are capable of posing a risk to health, safety, property or the environment which are prohibited by regulation, or classified and authorised only under the conditions prescribed by the:</p> <ul style="list-style-type: none"> a. Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 (CDG) (as amended 2011); b. European Agreement Concerning the International Carriage of Dangerous Goods by Road (ADR); c. Regulations Concerning the International Carriage of Dangerous Goods by Rail (RID); d. International Maritime Dangerous Goods (IMDG) Code; e. International Civil Aviation Organisation (ICAO) Technical Instructions for the Safe Transport of Dangerous Goods by Air; f. International Air Transport Association (IATA) Dangerous Goods Regulations.
DBS Finance	means Defence Business Services Finance, at the address stated in Schedule 3 (Contract Data Sheet);
DEFFORM	means the MOD DEFFORM series which can be found at https://www.kid.mod.uk ;
DEF STAN	means Defence Standards which can be accessed at https://www.dstan.mod.uk ;
Deliver	means hand over the Contractor Deliverables to the Consignee. This shall include unloading, and any other specific arrangements, agreed in accordance with Condition 28 and Delivered and Delivery shall be construed accordingly;
Delivery Date	means the date as specified in Schedule 2 (Schedule of Requirements) on which the Contractor Deliverables or the relevant portion of them are to be Delivered or made available for Collection;
Denomination of Quantity (D of Q)	means the quantity or measure by which an item of material is managed;
Design Right(s)	has the meaning ascribed to it by Section 213 of the Copyright, Designs and Patents Act 1988;
Diversion Order	means the Authority's written instruction (typically given by MOD Form 199) for urgent Delivery of specified quantities of Contractor Deliverables to a Consignee other than the Consignee stated in Schedule 3 (Contract Data Sheet);
Effective Date of	means the date upon which both Parties have signed the Contract;

Contract

Evidence	means either: <ul style="list-style-type: none"> a. an invoice or delivery note from the timber supplier or Subcontractor to the Contractor specifying that the product supplied to the Authority is FSC or PEFC certified; or b. other robust Evidence of sustainability or FLEGT licensed origin, as advised by CPET;
Firm Price	means a price (excluding VAT) which is not subject to variation;
FLEGT	means the Forest Law Enforcement, Governance and Trade initiative by the European Union to use the power of timber-consuming countries to reduce the extent of illegal logging;
Government Furnished Assets (GFA)	is a generic term for any MOD asset such as equipment, information or resources issued or made available to the Contractor in connection with the Contract by or on behalf of the Authority;
Hazardous Contractor Deliverable	means a Contractor Deliverable or a component of a Contractor Deliverable that is itself a hazardous material or substance or that may in the course of its use, maintenance, disposal, or in the event of an accident, release one or more hazardous materials or substances and each material or substance that may be so released;
Independent Verification	means that an evaluation is undertaken and reported by an individual or body whose organisation, systems and procedures conform to "ISO Guide 65:1996 (EN 45011:1998) General requirements for bodies operating product certification systems or equivalent", and who is accredited to audit against forest management standards by a body whose organisation, systems and procedures conform to "ISO 17011: 2004 General Requirements for Providing Assessment and Accreditation of Conformity Assessment Bodies or equivalent";
Information	means any Information in any written or other tangible form disclosed to one Party by or on behalf of the other Party under or in connection with the Contract;
Issued Property	means any item of Government Furnished Assets (GFA), including any materiel issued or otherwise furnished to the Contractor in connection with the Contract by or on behalf of the Authority;
Legal and Sustainable	means production and process methods, also referred to as timber production standards, as defined by the document titled "UK Government Timber Production Policy: Definition of legal and sustainable for timber procurement". The edition current on the day the Contract documents are issued by the Authority shall apply;
Legislation	means in relation to the United Kingdom any Act of Parliament, any subordinate legislation within the meaning of section 21 of the Interpretation Act 1978, or any exercise of Royal Prerogative;

Military Level Packaging (MLP)	means Packaging that provides enhanced protection in accordance with Def Stan 81-041 (Part 1), beyond that which Commercial Packaging normally provides for the military supply chain;
Military Packager Approval Scheme (MPAS)	is a MOD sponsored scheme to certify military Packaging designers and register organisations, as capable of producing acceptable Services Packaging Instruction Sheet (SPIS) designs in accordance with Defence Standard (Def Stan) 81-041 (Part 4);
Military Packaging Level (MPL)	shall have the meaning described in Def Stan 81-041 (Part 1);
Mixture	means a mixture or solution composed of two or more substances;
MPAS Registered Organisation	is a packaging organisation having one or more MPAS Certificated Designers capable of Military Level designs. A company capable of both Military Level and commercial Packaging designs including MOD labelling requirements;
MPAS Certificated Designer	shall mean an experienced Packaging designer trained and certified to MPAS requirements;
NATO	means the North Atlantic Treaty Organisation which is an inter-governmental military alliance based on the North Atlantic Treaty which was signed on 4 April 1949;
Notices	shall mean all Notices, orders, or other forms of communication required to be given in writing under or in connection with the Contract;
Overseas	shall mean non UK or foreign;
Packaging	Verb. The operations involved in the preparation of materiel for; transportation, handling, storage and Delivery to the user; Noun. The materials and components used for the preparation of the Contractor Deliverables for transportation and storage in accordance with the Contract;
Packaging Design Authority (PDA)	shall mean the organisation that is responsible for the original design of the Packaging except where transferred by agreement. The PDA shall be identified in the Contract, see Annex A to Schedule 3 (Appendix – Addresses and Other Information), Box 3;
Parties	means the Contractor and the Authority, and Party shall be construed accordingly;
Plastic Packaging Components	shall have the same meaning as set out in Part 2 of the Finance Act 2021 together with any associated secondary legislation;

PPT	means a tax called “plastic packaging tax” charged in accordance with Part 2 of the Finance Act 2021;
PPT Legislation	means the legislative provisions set out in Part 2 and Schedule 9-15 of the Finance Act 2021 together with any secondary legislation made under powers contained in Part 2 of the Finance Act 2021. This includes, but is not limited to, The Plastic Packaging Tax (Descriptions of Products) Regulations 2021 and The Plastic Packaging Tax (General) Regulations 2022;
Primary Packaging Quantity(PPQ)	means the quantity of an item of material to be contained in an individual package, which has been selected as being the most suitable for issue(s) to the ultimate user, as described in Def Stan 81-041 (Part 1);
Publishable Performance Information	means any of the Information in Schedule 9 (KPI Data Report) as it relates to Key Performance Indicator where it is expressed as publishable in the table in Schedule 9 which shall not contain any Information which is exempt from disclosure which shall be determined by the Authority; and which shall not constitute Sensitive Information;
Recycled Timber	means recovered wood that prior to being supplied to the Authority had an end use as a standalone object or as part of a structure. Recycled Timber covers: <ul style="list-style-type: none"> a. pre-consumer reclaimed wood and wood fibre and industrial by-products; b. post-consumer reclaimed wood and wood fibre, and driftwood; c. reclaimed timber abandoned or confiscated at least ten years previously; it excludes sawmill co-products;
Robust Contractor Deliverables	shall mean Robust items as described in Def Stan 81-041 (Part 2)
Safety Data Sheet	has the meaning as defined in the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH) Regulations 2007 (as amended);
Schedule of Requirements	means Schedule 2 (Schedule of Requirements), which identifies, either directly or by reference, Contractor Deliverables to be provided, the quantities and dates involved and the price or pricing terms in relation to each Contractor Deliverable;
Sensitive Information	means the Information listed in the completed Schedule 5 (Contractor’s Sensitive Information), which is Information notified by the Contractor to the Authority, which is acknowledged by the Authority as being sensitive, at the point at which the Contract is entered into or amended (as relevant) and remains sensitive information at the time of publication;

Short-Rotation Coppice	means a specific management regime whereby the poles of trees are cut every one to two years and which is aimed at producing biomass for energy. It is exempt from the UK Government timber procurement policy. For avoidance of doubt, Short-Rotation Coppice is not conventional coppice, which is subject to the timber policy;
Specification	means the description of the Contractor Deliverables, including any specifications, drawings, samples and / or patterns, and shall include any document or item which, individually or collectively is referred to in Schedule 2 (Schedule of Requirements). The Specification forms part of the Contract and all Contractor Deliverables to be supplied by the Contractor under the Contract shall conform in all respects with the Specification;
STANAG4329	means the publication NATO Standard Bar Code Symbolologies which can be sourced at https://www.dstan.mod.uk/faqs.html ;
Subcontractor	means any subcontractor engaged by the Contractor or by any other subcontractor of the Contractor at any level of subcontracting to provide Contractor Deliverables wholly or substantially for the purpose of performing (or contributing to the performance of) the whole or any part of this Contract and 'Subcontract' shall be interpreted accordingly;
Substance	means a chemical element and its compounds in the natural state or obtained by any manufacturing process, including any additive necessary to preserve its stability and any impurity deriving from the process used, but excluding any solvent which may be separated without affecting the stability of the substance or changing its composition;
Timber and Wood-Derived Products	means timber (including Recycled Timber and Virgin Timber but excluding Short-Rotation Coppice) and any products that contain wood or wood fibre derived from those timbers. Such products range from solid wood to those where the manufacturing processes obscure the wood element;
Transparency Information	means the content of this Contract in its entirety, including from time to time agreed changes to the Contract, except for (i) any Information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act 2000 (FOIA) or the Environmental Information Regulations 2004 (EIR), which shall be determined by the Authority, and (ii) any Sensitive Information;
Virgin Timber	means Timber and Wood-Derived Products that do not include Recycled Timber.

Where project specific DEFCONs are included under Condition 45 definitions shall be in accordance with DEFCON 501.

Annex to Schedule 1

Additional Definitions of Contract iaw. Conditions 45 - 47 (Additional Conditions)

Not applicable.

Schedule 2 – Statement of Requirements

PURPOSE

There is a requirement identified by HQ Army Recruiting and Initial Training Command (ARITC), Medical Branch, to identify individual level risk predictions of musculoskeletal injury (MSKI) and training outcome and the impact of classic (strengthening) and novel injury reduction strategies.

A recent review of MSKIs across ARITC training units has identified high levels of MSKIs in the recruit population, including a recent rise in MSKI prevalence, impacting on the training pipeline.

Musculoskeletal injuries (MSKIs) continue to represent a major cause of lost training days, re-squadding and medical discharge (MD) during training.

BACKGROUND TO THE CONTRACTING AUTHORITY

The Army Recruit Health & Performance Research team within the Medical Branch at HQ ARITC are responsible for enabling evidence-based decision making and policy formation through the delivery, coherence and assurance of health & performance research in training. A key target is the increase in first time pass rates by reducing the incidence and severity of injury in Army trainees. This is achieved through the implementation of evidence-based interventions, the optimisation of training programs and changes to policy and practice.

BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT

A key objective of British Army Basic Training (BT) is to improve aerobic fitness, muscular strength and endurance. To support the transition from a civilian to a professional soldier, recruits are subject to arduous daily physical activities, including field exercise, marching, drill, load carriage, equipment handling and physical training. However, for many recruits this volume of physical load is greater than ever previously experienced, which is believed to underpin the high incidence of musculoskeletal injuries in Army populations. Indeed, MSKIs are the single greatest health and operational threat presently faced by the British Army recruit population, resulting in lost training time, reduced deployment readiness, lower mood state, chronic morbidity and permanent discharge. Likewise, there is a significant financial burden associated with training related MSKIs.

Musculoskeletal injuries are the biggest cause of medical discharge during training (>50%) with 1 in 25 recruits medically discharged due to a training injury. Musculoskeletal injuries are also associated with voluntary discharges (DAOR) with 11% of voluntary discharges (DAOR) due to a lack of physical robustness or unofficial medical reasons, with repeating training (usually due to injury) also having a negative impact on completing the course. Earlier work has demonstrated that one of the biggest risk factors for future injury is previous injury. Reducing injuries during training would therefore also be expected to reduce future injury risk in trained soldiers. Consequently, given the impact of MSKI on the training pipeline, deployability, combat effectiveness and finances, understanding how to effectively mitigate this risk is crucial for achieving, maintaining, and retaining a healthy, effective and operationally deployable workforce.

Previous work in both athletic and military populations have identified a number of 'classic' risk factors, that if addressed, may enable significant reductions in injury to be achieved. Recent data collected across ARITC has demonstrated that lower limb strength gains are minimal during basic training (ranging from a 7% improvement to 16% reduction). Average improvements of 27% (median) to 34% (mean) for lower limb resistance training however are typically observed in untrained populations (Thompson 2020). In recruit populations it has been demonstrated that similar gains are also possible

(Burley 2020). Improving strength may be considered a 'classic' risk factor, however a recent systematic review found that there was 'insufficient evidence to recommend' conditioning programmes as an injury prevention strategy for military personnel. Wearable technology and digital data capture now offer greater opportunities for personalised tracking and feedback (to individuals and the chain of command), the development of individual level risk predictions and thus personalised interventions that maybe more effective than group level interventions.

DEFINITIONS

Expression or Acronym	Definition
ARITC	Army Recruiting and Initial Training Command
GTTS	Gains to trained strength
MODREC	Ministry of Defence Research Ethics Committee
DMICP	Defence Medical Information Capability Program
MSKI	Musculoskeletal Injury

SCOPE OF REQUIREMENT

Study design and development:

Developing the research design (to include but not limited to laboratory and field-based research studies) in collaboration with the study's Project Officer, including power calculations, study design / protocol, appropriate statistical analysis, and outcome measures.

Subcontracting services (such as biochemical analysis of samples, undertaking of specialist data collection techniques) / other academic departments/ procuring consumables and equipment / industry, as required.

Preparing all paperwork for MODREC approvals.

Data collection:

Access to the military population will be facilitated by the Customer, however recruiting and consenting military personnel will be the responsibility of the supplier.

Access to research equipment (Government Furnished Equipment) already in situ will be facilitated by the Customer where appropriate and available (e.g. DXA, HR-pQCT, pQCT, Theia markerless motion capture system, Actigraph watches).

Briefing and obtaining consent from potential participants.

Liaising with participants on all study matters.

Coordinating with the relevant military organisations to recruit volunteers. This includes Army training Units such as Infantry Training Centre, Catterick, Army Training Centre, Pirbright and Army Training Regiment, Winchester, Royal Military Academy, Sandhurst.

Interrogation of recruit medical records through DMICP (if required) and following Caldicott Guardian approval.

Communication and project management:

Acquiring an understanding of the ARITC research programme and providing insight on how this work may be exploited and feed into other aspects of the programme.

Acquiring an understanding of the implications of potential interventions (e.g. through discussions with the ARITC physical development lead) to ensure practical integrated solutions are developed and have buy-in for future roll-out

Delivery of routine and ad hoc briefings to the ARITC team.

Delivering recommendations on mitigation strategies to reduce MSKIs in British Army Trainees during training.

Delivery of technical reports and complete raw datasets within agreed timelines.

Obtaining approvals from the MOD for publication of the project outputs, including presentations, journal articles and media engagement.

Out of scope:

Coordination of approaches to senior chain of command at HQ ARITC to gain approval for access to recruits.

Payment and administration of Experimental Test allowance to study volunteers

Recruitment and payment (to include travel and subsistence), of two undergraduate research assistants to support periods of data collection.

THE REQUIREMENT

To meet the aims of this work, it is necessary to analyse valid, appropriate data sets using robust methods. The following activities are, therefore, required:

Study Design

Literature review to update the systematic review by Wardle (2008-2015) to include the next 7 years (2016-2023), informing development of the intervention, and updating the recommendations for other strategies.

A prospective cohort study in male and female recruits during basic training to identify individual level risk predictions of musculoskeletal injury (MSKI) and training outcome and two randomised controlled trials (presumed embedded in the prospective study) to determine the efficacy of injury reduction interventions addressing the impact of: a revised conditioning programme; and a personalised intervention (that may address novel risk factors identified during the first part of the cohort study). The aim of the cohort study is to identify risk factors, some of which might be novel or a novel combination that supports a more personalised approach. Interventions may be multifactorial and will be agreed with the customer to ensure they provide feasible options for wider adoption if successful. The personalised intervention could either target groups of individuals with a certain risk factor or set of risk factors or be an intervention at an individual level. Insights from previous work and the proposed cohort study will feed into the design. Health data (such as injury), alongside other training outcomes (such as discharges) will be monitored as this will enable the organisation to quantify the cost benefit of this work. The data should be collected using established methods to be agreed with the customer and participant numbers completing the study will be adequate to meet agreed power

calculations based on key research variables (preliminary sample size calculations indicate c.1000 participants per RCT and 2000-4000 for the observational cohort study).

A combination of wearable technology, physical assessments and subjective measures (and other measures where appropriate) will be utilised to acquire data on potential predictors. These measures will be suitably validated and reliable. Wearable technology will be piloted to demonstrate acceptability during training. Where technology is proposed to be further developed prior to piloting, this should only form a small part of the proposal.

The project will only continue subject to MOD Research Ethics Committee (MODREC) approval.

Data Collection:

Once agreed and approved, the study should be set up and run by the Supplier. The output from this work should be an adequately powered data set that can be analysed to reach statistically valid conclusions. The Supplier must demonstrate in their proposal how their proposed study approach will provide an adequately powered data set.

Statistical Analysis:

Appropriate univariate and multivariate analytical and statistical methods must be used to determine risk factors for British Army recruits. Additionally, appropriate statistical tests should be used to determine the effectiveness of interventions at addressing risk factors and how this influences health and performance.

A machine learning approach will be taken (alongside other methods where appropriate) to identify individual level risk predictions of training outcome (discharge/pass training) and all-cause MSKI. The machine learning element in particular will enable feature extraction from complex data streams - these novel features will be used to inform the development of the personalised intervention for the second RCT. Further analyses will focus on specific MSKIs that have the greatest operational impact on the training pipeline as agreed with the customer. Appropriate internal and/or external validation of prediction models will be undertaken to establish generalisability of findings.

Risk prediction models will be created, and showcased in simple interactive digital tools (e.g. R Shiny app, Microsoft Power App), that focus on modifiable risk factors and take into consideration non-modifiable risk factors of each outcome as potential predictors of MSKI and bone and muscle adaptation to training.

Draw Conclusions/Recommendations:

Following completion of the analysis, all conclusions and recommendations should be reported with the benefits to the Customer clearly articulated. Any requirement for further research and the rationale should be detailed in the recommendations.

KEY MILESTONES AND DELIVERABLES

The following Contract milestones/deliverables shall apply:

Milestone/Deliverable	Description	Timeframe or Delivery Date
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1	Initial meeting between Supplier and Customer's point of contact	15 th Aug 2024
2	Monthly update report containing progress, highs, lows and other issues/risks.	Monthly
3	Quarterly meeting and technical progress reports will be submitted to the Customer and should include technical updates, datasets collected and early stages of analysis in formats agreed with the customer (e.g. MS word, PDF, MS Excel format).	Quarterly
4	Summary annual Report and update meeting	Annually
5	A final technical report to be delivered on cessation of the project in MS word and PDF format. In addition, draft papers for publication, covering the content of the technical report to be delivered.	31 st July 2029

A decision point will be set after the first RCT to determine whether to proceed with the second RCT with evidence on the potential to reduce MSKI risk further needed to proceed. This evidence will be evaluated by the Army Recruit Health & Performance Research team with input from other stakeholders (e.g. The Army Research & Experimentation Programme Office).

MANAGEMENT INFORMATION/REPORTING

The results will be stored by Medical Branch, ARITC to inform future policy. The results may be presented internally as well as externally at scientific conferences and/or in scientific journals.

Reporting to be in line with milestones and deliverables table above.

Intellectual Property will be stored and processed as per DEFCON703 (Personal Data) and DEFCON705 (Research and Technology).

VOLUMES

Based on similar research programs volumes of data are expected to be in the region of 4GB electronic data over the course of the five years.

CONTINUOUS IMPROVEMENT

The Supplier will be expected to continually improve the way in which the required Services are to be delivered throughout the Contract duration.

The Supplier should present new ways of working to the Authority during quarterly Contract review meetings.

Changes to the way in which the Services are to be delivered must be brought to the Authority's attention and agreed prior to any changes being implemented.

SUSTAINABILITY

N/A

QUALITY

Data produced under the Contract is to be of a publishable quality in peer reviewed international journals with an impact factor over two and of a high enough quality to be presented at international scientific conferences.

Reporting will follow the appropriate [EQUATOR](#) reporting guidelines.

Outputs must be able to recommend evidence-based interventions for ARITC that are legally defensible.

PRICE

The approved budget for this requirement is £1.35M (inc. Non-recoverable VAT, exc. options).

Prices shall remain firm for the duration of the contract.

A 12-month costed option has been included to enable the extension of the contract if there is a shortfall in participant recruitment as a mitigation for one of the main risks to delivery.

A decision point will be set after the first RCT to determine whether to proceed with the second RCT with evidence on the potential to reduce MSKI risk further needed to proceed. In the event of deciding not to proceed, costs will be reduced in line with those assigned to the RCT in the supplier proposal.

STAFF AND CUSTOMER SERVICE

The Supplier shall provide a sufficient level of resource throughout the duration of the Contract in order to consistently deliver a quality service.

The Supplier's staff assigned to the Contract shall have the relevant qualifications and experience to deliver the Contract to the required standard.

The Supplier shall ensure that staff understand the Authority's vision and objectives and will provide excellent customer service to the Authority throughout the duration of the Contract.

The Supplier's staff are expected to complete relevant learning to carry out their role effectively. Mandatory learning requirements will be set by HQ ARITC so that the relevant learning is completed to ensure MOD meets its legislative, policy and procedural requirements.

SERVICE LEVELS AND PERFORMANCE

The Authority will measure the quality of the Supplier's delivery by:

KPI/SLA	Service Area	KPI/SLA description	Target
1	Research planning meeting	Within 1 month of contract being placed: This meeting must be in person at HQ ARITC and will discuss and agree project structure and plan and establish timeline for studies. Project plan to be developed and timeline confirmed.	100
2	Month 1 progress report	End month 1 and monthly thereafter until contract concludes: Outlining progress made in month 1. Template to be provided by HQ ARITC to contain sections on:	100%

		project status in relation to plan, highlights, lowlights, stakeholder visits, other issues	
3	Quarterly progress meeting outlining progress made in Qu 1	End Q1 and quarterly thereafter until contract concludes: Progress meeting to update on progress made against agreed project plan. Meetings to be held in person or through electronic means (i.e. Skype/Teams). In-person meetings can be at either HQ ARITC or the supplier's location.	100%
4	Year 1: Study 1 planning and conduct	Year 1: Preparation of ethical application and MODREC approval, background literature search; study 1 planning and start of data collection.	100%
5	Delivery of Year 1 annual report, literature review and attendance at annual progress meeting	End Year 1: Delivery of annual report, review of prospective study and first RCT. Meeting to confirm deliverables against the project plan and highlight any issues. Template for annual reports to be provided by HQ ARITC to contain sections on: issue, aim of research, conclusion and recommendations, technical summary, impacts and benefits of the results for the military / MOD, collaborations / publications. Annual meetings must be in person at HQ ARITC.	100%
6	Year 2: Study 2 planning and conduct	Year 2: Technical report on first RCT with recommendations to HQ ARITC. Interim analysis of prospective study. Second RCT planning and preparation of ethical application/amendments.	100%
7	Delivery of Year 2 annual report and attendance at annual progress meeting	End Year 2: Delivery of annual report, review of prospective study, and progress made towards second RCT. Meeting to confirm deliverables against the project plan and highlight any issues.	100%
8	Year 3: Study 3 planning and conduct	Year 3: MODREC approval for second RCT and substantial data collection. Initial analysis of data and recommendations to HQ ARITC.	100%
9	Delivery of year 3 annual report and attendance at annual progress meeting	End Year 3: Delivery of annual report, review of second RCT and prospective study. Meeting to confirm deliverables against the project plan and highlight any issues	100%

10	Year 4: Study 4 planning and conduct	Year 4: Final stages of data collection and early analyses of data and recommendations to HQ ARITC.	100%
11	Delivery of final report and attendance at final closure meeting	End Year 4: Delivery of final report, including full analysis of data, statistical results of all studies, conclusions and recommendations to the military / MOD.	100%
12	Delivery to HQ ARITC of all electronic and paper-based data collected during contract.	Within 1 month of the closure meeting: final worksheets (MS excel) and other files (as agreed) containing all electronic data to be delivered to HQ ARITC as emailed files and backup on CD (or as agreed) and all paper-based data collected (including all informed consent forms) to be delivered to HQ ARITC for subsequent filing in line with MODREC regulations.	100%
13	Account Management	All requests from the Contracting Authority to be responded to within 48hrs	100%
14	Account Management	Complaints / escalations to be responded to within 1 day, with a resolution within 3 working days.	100%

In the event of poor performance through failure to deliver KPI's to time and of appropriate quality, the Customer shall meet with the Supplier to understand the root causes of the issue. The Supplier shall formulate a Performance Improvement Plan to rectify the issues and meet the requirements.

The Customer may, without prejudice to any other rights and remedies under this Contract, withhold payments in the event of unsatisfactory performance.

If poor performance continues, following formal written warnings, early termination of the Contract will be considered.

SECURITY AND CONFIDENTIALITY REQUIREMENTS

Suppliers staff will need to complete security at Government baseline personnel security standard (BPSS) to gain unescorted access to Army training sites to facilitate ease of data collection.

It is the responsibility of the supplier to ensure their staff have the necessary type of disclosure check for the role they will be undertaking.

All information collected as part of the research will be subject to the current conditions of GDPR. All information obtained during the research will remain confidential. Participants will need to be assigned a Unique Identification Number (UIN) once informed consent to participate is given and, from the first day, the unique number will be used for the remainder of the study to identify the participant pseudonymously. If data collected from wearable technology is processed by the technology company (e.g. in a cloud) a written contract needs to be in place between the supplier and the technology company.

Once preliminary data has been collected participant identifiable data will be removed and participants will be known by their UIN (i.e. 1 to 100). Electronic records containing personal data identifiers will be

kept on a MOD server only, with access for the supplier via an MOD contractor account (as required). Electronic lists will be held in a secure area on the Supplier and MoD electronic filing system, paper records will be stored in secure cabinets at the supplier's location and at HQ ARITC separately to the participant data containing UINs.

On completion of the study all participant identifiable data will be delivered to HQ ARITC and deleted from the suppliers' electronic records, paper records will be shredded. HQ ARITC will be required to store paper records for 10 years after the study in compliance with the current MODREC policies (JSP 536).

PAYMENT AND INVOICING

Payments will be made quarterly and be of equal value (i.e. 25% of the year total).

Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.

Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

Invoices should be submitted in accordance with agreed payment methods through CP&F (Contract, Purchasing & Finance system).

CONTRACT MANAGEMENT

The supplier will deliver monthly update reports quarterly progress reports (template to be provided by ARITC) and attend quarterly progress meetings (these can be by MS Teams). The supplier will also deliver annual end of year technical reports (template to be provided by ARITC) and attend annual face to face progress meetings.

Attendance at Contract Review meetings shall be at the Supplier's own expense.

LOCATION

The location of the Services will be carried out at Trenchard Lines, Upavon, Pewsey, Wilts, SN9 6BE / the Supplier's premises.

Data collection will be undertaken at Army training sites including but not limited to Infantry Training Centre Catterick and Army Training Centre Pirbright.

Pricing Matrix

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Pricing Matrix			Year 1		Year 2		Year 3*		Year 4*		Year 5*		Year 6 (option)**		Total	
Deliverable	Specific	Quantity	Price ex VAT	Price Inc VA	Price ex VAT	Price Inc VA	Price ex VAT	Price Inc VAT	Price ex VAT	Price Inc VA	Price ex VAT	Price Inc VAT	Price ex VAT	Price Inc VAT	Price ex VAT	Price Inc VAT
Monthly update report containing progress, highs, lows and other issues/risks.	Project manager to liase with academic team and PhD students to compile top level progress reports and to monitor delivery. Project manager will be key for knowledge transfer between University of Bath and MOD. Approx 60 meetings	[REDACTED]													£1,349,699.94	£ 1,619,639.93
Quarterly meeting and technical progress reports including technical updates, datasets collected and early stages of analysis where appropriate	The Quarterly Meetings (QM) will enable changes to be proposed and approved during the live project, with input from the MOD Stakeholders, Academics Team, HPO and Project Manager. Approx 20															
PhD Studentship 1: Physiology. This studentship will focus on physiological determinants of MSKI, including measures of: physical characteristics; physical performance; training load; health behaviours; biomarkers etc. They will also focus on interventions related to improving physical adaptations to military training.	A final technical report to be delivered on cessation of each PhD studentship. This will feed into a final technical report that incorporates the finding of each study and highlights success, challenges and next steps. This will be presented in MS word and pdf format & associated simple interactive digital tool(s). In addition, draft papers for publication, covering the content of the technical report to be delivered.															
PhD Studentship 2: Statistics. This studentship will focus on the analytical aspects of the programme, including injury epidemiology and risk factors. They will generate multivariate models using AI and ML methods to prepare for a personalised approach to reducing MSKI and test and refine the model in the second intervention.	A final technical report to be delivered on cessation of each PhD studentship. This will feed into a final technical report that incorporates the finding of each study and highlights success, challenges and next steps. This will be presented in MS word and pdf format & associated simple interactive digital tool(s). In addition, draft papers for publication, covering the content of the technical report to be delivered.															
PhD Studentship 3: Biomechanics. This studentship will focus on biomechanical determinants of MSKI, including kinematic and/or kinetic measures. They will play a key role in developing any movement control measures and/or movement quality trainininterventions.	A final technical report to be delivered on cessation of each PhD studentship. This will feed into a final technical report that incorporates the finding of each study and highlights success, challenges and next steps. This will be presented in MS word and pdf format & associated simple interactive digital tool(s). In addition, draft papers for publication, covering the content of the technical report to be delivered.															
Annual report compiled by project manager. This will highlight technical progress, challenges and identify future risks/mitigations. This will be presented at annual meeting that includes representatives from University of Bath & MOD.																
Optional	[REDACTED]															

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Schedule 3 - Contract Data Sheet

General Conditions
Condition 2 – Duration of Contract: <p>The Contract expiry date shall be: 31st July 2029</p>
Condition 4 – Governing Law: <p>Contract to be governed and construed in accordance with English Law</p> <p>Solicitors or other persons based in England and Wales (or Scotland if Scots Law applies) irrevocably appointed for Contractors without a place of business in England (or Scotland, if Scots Law applies) in accordance with clause 4.g (if applicable) are as follows:</p> <p>Solicitors Appointed: N/A</p>
Condition 7 – Authority’s Representatives: <p>The Authority’s Representatives for the Contract are as follows:</p> <p>Commercial: [REDACTED] (as per Annex A to Schedule 3 (DEFFORM 111))</p> <p>Project Manager: [REDACTED] (as per Annex A to Schedule 3) (DEFFORM 111))</p>
Condition 18 – Notices: <p>Notices served under the Contract shall be sent to the following address:</p> <p>Authority: Army Commercial, Zone 0.A Ground Floor Blenheim Building Monxton Road Andover Hampshire SP11 8HJ (as per Annex A to Schedule 3 (DEFFORM 111))</p> <p>Contractor: University of Bath, Claverton Down, Bath BA2 7AY</p> <p>Notices can be sent by electronic mail?</p> <p>Yes</p>
Condition 19.a – Progress Meetings: <p>The Contractor shall be required to attend the following meetings as per the Statement of Requirement:</p> <ul style="list-style-type: none"> Initial meeting between Supplier and Customer’s point of contact.

- Quarterly meeting and technical progress reports.
- Summary annual Report and update meeting.

Condition 19.b – Progress Reports:

The Contractor is required to submit the following Reports as per the Statement of Requirement:

- Monthly update report containing progress, highs, lows and other issues/risks.
- Quarterly meeting and technical progress reports will be submitted to the Customer and should include technical updates, datasets collected and early stages of analysis in formats agreed with the customer (e.g. MS word, PDF, MS Excel format).
- Summary annual Report and update meeting.
- A final technical report to be delivered on cessation of the project in MS word and PDF format. In addition, draft papers for publication, covering the content of the technical report to be delivered.

Supply of Contractor Deliverables**Condition 20 – Quality Assurance:**

Is a Deliverable Quality Plan required for this Contract?

No

Other Quality Requirements:

- No specific Quality Management System requirements are defined. This does not relieve the Supplier of providing conforming products under this contract.
- 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.
- Processes and controls for the avoidance of counterfeit materiel shall be established and applied in accordance with Def Stan. 05-135, Issue 2 – Avoidance of Counterfeit Materiel.

Condition 21 – Marking of Contractor Deliverables:

Special Marking requirements: N/A

Condition 24 - Supply of Data for Hazardous Substances, Mixtures and Articles in Contractor Deliverables:

A completed Schedule 6 (Hazardous and Non-Hazardous Substances, Mixture or Articles Statement), and if applicable, UK REACH compliant Safety Data Sheet(s) are to be provided by e-mail with attachments in Adobe PDF or MS WORD format to:

a) The Authority's Representative (Commercial)

b) Defence Safety Authority – DESTECH-QSEPEnv-HSISMulti@mod.gov.uk

to be Delivered no later than one (1) month prior to the Delivery Date for the Contract Deliverable.

Condition 25 – Timber and Wood-Derived Products:

A completed Schedule 7 (Timber and Wood-Derived Products Supplied under the Contract: Data Requirements) is to be provided by e-mail with attachments in Adobe PDF or MS WORD format to the Authority's Representative (Commercial) to be delivered within 2 weeks of contract commencement.

Condition 26 – Certificate of Conformity:

Is a Certificate of Conformity required for this Contract?

No

Condition 28.b – Delivery by the Contractor:

The following Line Items are to be Delivered by the Contractor:

- All items within SOR.

Each consignment is to be accompanied by a DEFFORM 129J.

Condition 28.c - Collection by the Authority:

The following Line Items are to be Collected by the Authority:

- N/A

Condition 30 – Rejection:

The default time limit for rejection of the Contractor Deliverables is thirty (30) days.

Condition 32 – Self-to-Self Delivery:

Self-to-Self Delivery required?

No

Pricing and Payment
Condition 35 – Contract Price: All Schedule 2 line items shall be FIRM Price other than those stated below: Costs after year 3 will be subject to variation of price to allow for inflation to be accounted for. Further details can be found within Terms document.

Termination
Condition 42 – Termination for Convenience: The Notice period for terminating the Contract shall be twenty (20) days.

Other Addresses and Other Information <i>(forms and publications addresses and official use information)</i>
See Annex A to Schedule 3 (DEFFORM 111)

Schedule 4 - Contract Change Control Procedure (i.a.w. Clause 6b)

Contract Change Control Procedure (i.a.w. clause 6.d) for Contract No: 710526450

Authority Changes

1. The Authority shall be entitled to propose any change to the Contract (a "Change") or (subject to Clause 2) Changes in accordance with this Schedule 4.
2. Nothing in this Schedule shall operate to prevent the Authority from specifying more than one Change in any single proposal, provided that such changes are related to the same or similar matter or matters.

Notice of Change

3. If the Authority wishes to propose a Change or Changes, it shall serve a written notice (an "Authority Notice of Change") on the Contractor.
4. The Authority Notice of Change shall set out the Change(s) proposed by the Authority in sufficient detail to enable the Contractor to provide a written proposal (a "Contractor Change Proposal") in accordance with clauses 7 to 9 (inclusive).
5. The Contractor may only refuse to implement a Change or Changes proposed by the Authority, if such change(s):
 - a. would, if implemented, require the Contractor to deliver any Contractor Deliverables under the Contract in a manner that infringes any applicable law relevant to such delivery; and/or
 - b. would, if implemented, cause any existing consent obtained by or on behalf of the Contractor in connection with their obligations under the Contract to be revoked (or would require a new necessary consent to be obtained to implement the Change(s) which, after using reasonable efforts, the Contractor has been unable to obtain or procure and reasonably believes it will be unable to obtain or procure using reasonable efforts); and/or
 - c. would, if implemented, materially change the nature and scope of the requirement (including its risk profile) under the Contract;

and:

- d. the Contractor notifies the Authority within 10 (ten) Business Days (or such longer period as shall have been agreed in writing by the parties) after the date of the Authority Notice of Change that the relevant proposed Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c providing written evidence for the Contractor's reasoning on the matter; and
- e. further to such notification:
 - (1) either the Authority notifies the Contractor in writing that the Authority agrees, or

(where the Authority (acting reasonably) notifies the Contractor that the Authority disputes the Contractor's notice under Clause 5.d) it is determined in accordance with Condition 40 (Dispute Resolution), that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c; and

(2) (where the Authority either agrees or it is so determined that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c) the Authority fails to make sufficient adjustments to the relevant Authority Notice of Change (and issue a revised Authority Notice of Change) to remove the Contractor's grounds for refusing to implement the relevant Change under Clauses 5.a, 5.b and/or 5.c within 10 (ten) Business Days (or such longer period as shall have been agreed in writing by the parties) after:

- i) the date on which the Authority notifies in writing the Contractor that the Authority agrees that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c; or
- ii) the date of such determination.

6. The Contractor shall at all times act reasonably, and shall not seek to raise unreasonable objections, in respect of any such adjustment.

Contractor Change Proposal

7. As soon as practicable, and in any event within:

- a. (where the Contractor has not notified the Authority that the relevant Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c in accordance with Clause 5) fifteen (15) Business Days (or such other period as the Parties agree (acting reasonably) having regard to the nature of the Change(s)) after the date on which the Contract shall have received the Authority Notice of Change; or
- b. (where the Contractor has notified the Authority that the relevant Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c in accordance with Clause 5 and:

(1) the Authority has agreed with the Contractor's conclusion so notified or it is determined under Condition 40 (Dispute Resolution) that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c and the Authority has made sufficient adjustments to the relevant Authority Notice of Change (and issued a revised Authority Notice of Change(s)) to remove the Contractor's grounds for refusing to implement the relevant Change(s) under Clauses 5.a, 5.b and/or 5.c) fifteen (15) Business Days (or such other period as the parties shall have agreed (both parties acting reasonably) having regard to the nature of the Change(s)) after the date on which the Contractor shall have received such revised Authority Notice of Change; or

(2) the Authority has disputed such conclusion and it has been determined in accordance with Condition 40 (Dispute Resolution) that the relevant Change(s) is/are not a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c) fifteen (15) Business Days (or such other period as the parties shall have agreed (both parties acting reasonably) having regard to the nature of the Change(s)) after the date of such determination,

the Contractor shall deliver to the Authority a Contractor Change Proposal. For the

avoidance of doubt, the Contractor shall not be obliged to deliver to the Authority a Contractor Change Proposal where the Contractor notifies the Authority, and the Authority agrees or it is determined further to such notification in accordance with Clause 5, that the relevant Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c.

8. The Contractor Change Proposal shall comprise in respect of each and all Change(s) proposed:

- a. the effect of the Change(s) on the Contractor's obligations under the Contract;
- b. a detailed breakdown of any costs which result from the Change(s);
- c. the programme for implementing the Change(s);
- d. any amendment required to this Contract as a result of the Change(s), including, where appropriate, to the Contract Price; and
- e. such other information as the Authority may reasonably require.

9. The price for any Change(s) shall be based on the prices (including rates) already agreed for the Contract and shall include, without double recovery, only such charges that are fairly and properly attributable to the Change(s).

Contractor Change Proposal – Process and Implementation

10. As soon as practicable after the Authority receives a Contractor Change Proposal, the Authority shall:

- a. evaluate the Contractor Change Proposal; and
- b. where necessary, discuss with the Contractor any issues arising (and (in relation to a Change(s) proposed by the Authority) following such discussions the Authority may modify the Authority Notice of Change) and the Contractor shall as soon as practicable, and in any event not more than ten (10) Business Days (or such other period as the Parties shall have agreed in writing) after receipt of such modification, submit an amended Contractor Change Proposal.

11. As soon as practicable after the Authority has evaluated the Contractor Change Proposal (amended as necessary) the Authority shall:

- a. either indicate its acceptance of the Change Proposal by issuing a DEFFORM10B in accordance with Condition 6 (Formal Amendments to the Contract), whereupon the Contractor shall promptly sign and return to the Authority the Contractor's DEFFORM 10B indicating their unqualified acceptance of such amendment in accordance with, and otherwise discharge their obligations under, such Condition and implement the relevant Change(s) in accordance with such proposal; or
- b. serve Notice on the Contractor rejecting the Contractor Change Proposal and withdrawing (where issued in relation to a Change or Changes proposed by the Authority)

the Authority Notice of Change (in which case such notice of change shall have no further effect).

12. If the Authority rejects the Contractor Change Proposal, it shall not be obliged to give its reasons for such rejection.

13. The Authority shall not be liable to the Contractor for any additional work undertaken or expense incurred in connection with the implementation of any Change(s), unless a Contractor Change Proposal has been accepted by the Authority in accordance with Clause 11a. and then subject only to the terms of the Contractor Change proposal so accepted.

Contractor Changes

14. If the Contractor wishes to propose a Change or Change(s), they shall serve a Contractor Change Proposal on the Authority. Such proposal shall be prepared and reviewed in accordance with and otherwise be subject to the provisions of Clauses 8 to 13 (inclusive).

Schedule 5 - Contractor's Commercial Sensitive Information Form (i.a.w. condition 12)

Contract No: 710526450

Contract No: 710526450
Description of Contractor's Sensitive Information: N/A
Cross Reference(s) to location of Sensitive Information: N/A
Explanation of Sensitivity: No information is sensitive.
Details of potential harm resulting from disclosure: very low to none
Period of Confidence (if applicable):
Contact Details for Transparency / Freedom of Information matters: Name: [REDACTED] Position: Professor of Human and Applied Physiology Address: Department of Health, University of Bath, BA27AY Telephone Number: [REDACTED] Email Address: [REDACTED]

Schedule 6 - Hazardous Contractor Deliverables, Materials or Substances Supplied under the Contract

Hazardous Substances, Mixtures and Articles in Contractor Deliverables Supplied under the Contract (i.a.w. Condition 24): Data Requirements for Contract No: 710526450

TENDERER TO FILL OUT AS PART OF THEIR SUBMISSION

Hazardous and Non-Hazardous Substances, Mixtures or Articles Statement by the Contractor

Contract No: 710526450

Contract Title: MSKI PREVENT

Contractor: University of Bath

Date of Contract: As stated in the main contract

To the best of our knowledge there are no hazardous Substances, Mixtures or Articles in the Contractor Deliverables to be supplied.

Contractor's Signature: [REDACTED]

Job Title: Business Development and Knowledge Exchange Manager

Date: 15th of May 2024

.....

To be completed by the Authority

Domestic Management Code (DMC): []

NATO Stock Number: []

Contact Name: []

Contact Phone Number: []

Contact Address: []

Copy to be forwarded to:

Hazardous Stores Information System (HSIS)

Spruce 2C, #1260

MOD Abbey Wood (South)

Bristol BS34 8JH

Email: DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk

Schedule 7 - Timber and Wood- Derived Products Supplied under the Contract

Timber and Wood- Derived Products Supplied under the Contract: Data Requirements for Contract No: 710526450

TENDERER TO FILL OUT AS PART OF THEIR SUBMISSION

There are no timber or wood products to be purchased as part of this contract

The following information is provided in respect of condition 25 (Timber and Wood-Derived Products):

Schedule of Requirements item and timber product type	Volume of timber Delivered to the Authority with FSC, PEFC or equivalent evidence	Volume of timber Delivered to the Authority with other evidence	Volume (as Delivered to the Authority) of timber without evidence of compliance with Government Timber Procurement Policy	Total volume of timber Delivered to the Authority under the Contract
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]
[]	[]	[]	[]	[]

Schedule 8 - Acceptance Procedure (i.a.w. condition 29)

Acceptance Procedure (i.a.w. Condition 29) for Contract No: 710526450

As per the SOR.

Schedule 9 – Publishable Performance Information

Schedule 9 - Publishable Performance Information - Key Performance Indicator Data Report (i.a.w. Condition 12) for Contract No: 710526450

There are no reportable KPIs included in this contract.

Schedule 10 – Notification of Intellectual Property Rights (IPR) Restrictions

Schedule 10 – Notification of Intellectual Property Rights (IPR) Restrictions for Contract No: 710526450

TENDERER TO FILL OUT AS PART OF THEIR SUBMISSION

There is no protectable background IP being used for this project. –

PART A – Notification of IPR Restrictions

1. <u>ITT / Contract Number</u>		710526450		
2. <u>ID #</u>	3. <u>Unique Technical Data Reference Number / Label</u>	4. <u>Unique Article(s)* Identification Number / Label</u>	5. <u>Statement Describing IPR Restriction</u>	6. <u>Ownership of the Intellectual Property Rights</u>
1	N/A	N/A	N/A	N/A
2				
3				
4				
5				
6				
7				
8				
9				
10				

Please continue on additional sheets where necessary.

* Article(s), for the purpose of this form only, means part or the whole of any item, component or process which the Contractor is required under the Contract to supply or in connection with which it is required under the Contract to carry out any service and any other article or part thereof to the same design as that article.

PART B – System / Product Breakdown Structure (PBS)

The Contractor should insert their PBS here. For Software, please provide a Modular Breakdown Structure.

No product is being developed.

(Please see the [DEFFORM 711 Completion Notes](#) for guidance on completing the Notification of Intellectual Property Rights (IPR) Restrictions form)

DEFFORM 111

DEFFORM 111**Appendix - Addresses and Other Information****1. Commercial Officer**

Name: [REDACTED]

Address: Army Commercial, Zone 0.A | Ground Floor | Blenheim Building | Monxton Road | Andover | Hampshire | SP11 8HJ

Email: Army-Comrcl-Futures-Mailbox@mod.gov.uk

2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

Name: [REDACTED]

Address: HQ Army Recruiting and Initial Training Command, Trenchard Lines, Upavon, Pewsey, Wiltshire, SN9 6BE.

Email: [REDACTED]

3. Packaging Design Authority Organisation & point of contact:

(Where no address is shown please contact the Project Team in Box 2)

**4. (a) Supply / Support Management Branch or Order Manager:**

Branch/Name:



(b) U.I.N.

5. Drawings/Specifications are available from**6. Intentionally Blank****7. Quality Assurance Representative:**

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

8. **AQAPS** and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.diif.r.mil.uk/> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed].

9. Consignment Instructions The items are to be consigned as follows:**10. Transport.** The appropriate Ministry of Defence Transport Offices are:

A. DSCOM, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH

Air Freight Centre

IMPORTS ☎☎ 030 679 81113 / 81114 Fax 0117 913 8943

EXPORTS ☎☎ 030 679 81113 / 81114 Fax 0117 913 8943

Surface Freight Centre

IMPORTS ☎☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

EXPORTS ☎☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

B.JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)

JSCS Fax No. 01869 256837

www.freightcollection.com**11. The Invoice Paying Authority**

Ministry of Defence, DBS Finance, Walker House, Exchange Flags Liverpool, L2 3YL

☎☎ 0151-242-2000 Fax: 0151-242-2809

Website is: <https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>**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*** NOTE****1. Many DEFCONs and DEFFORMs** can be obtained from the MOD Internet Site:<https://www.kid.mod.uk/maincontent/business/commercial/index.htm>**2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.**