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 **701561408-DDSFTW/022-RFI**

**REQUEST FOR INFORMATION (RFI)**

**A Managed Service Provider (MSP) service for Defence Digital’s Software Tail Spend**

**RFI Title:** A Managed Service Provider (MSP) service for Defence Digital’s Software Tail Spend

**Issue Date:**  14th June 2021

**Reference:** 701561408-RFI

**Version:** 1.0

**Table of Content**

Contents

[**1.** **Introduction** 3](#_Toc69994692)

[**2.** **Background** 3](#_Toc69994693)

[**3.** **RFI intended outcomes** 3](#_Toc69994694)

[**4.** **RFI Procedure** 3](#_Toc69994695)

[**5.** **How to submit responses to this RFI** 3](#_Toc69994696)

[**6.** **Confidentiality & Proprietary Information** 4](#_Toc69994697)

[**7.** **Costs of preparing your RFI response** 4](#_Toc69994698)

[**8.** **Contact** 4](#_Toc69994699)

[**Annex A** 5](#_Toc69994700)

1. **Introduction**

This RFI is not a bidding opportunity, it is a means by which industry can provide information. Any resulting procurement activity will be conducted competitively. This RFI is an information gathering exercise, and no further discussions with industry are planned at this stage. However, any future procurement activity will be advertised in line with public procurement regulations via the Defence Sourcing Portal (and this opportunity).

1. **Background**

Defence Digital (DD) is part of the MOD’s Strategic Command and has an important role in the age of information warfare. DD is responsible for making sure that effective digital and information technology (D&IT) is put in the hands of the military and business front line. Within DD lies the Dynamic Software Enterprise Team (DSET), a Commercial team sitting within DD’s Commercial Categorised Software Pillar, aiming to be the universal hub for Enterprise software procurements across MOD. DSET was formed to build long term strategic relationships with MOD’s top software vendors and develop Enterprise License Agreements that create tangible VfM savings.

Within the DD Software pillar’s business, DSET have identified a significant volume of activity occurring in the scoping, letting and management of Software ‘tail contracts.’ A tail contract is classified as being less than £1M in value and being discretely procured as part of a separate activity. Following recent internal analyses, a potential opportunity has been identified to reduce internal resource costs for DD and increase VfM, by adopting the use of a Managed Service Provider (MSP) to manage the letting and management of these Tail Spend contracts.

This document is a request DSET would like response to in order to ensure we approach the market in the most suitable way: We would be interested in any current Commercial services of “Managed Service Provider” activity offered, which could fulfil the developing requirement to manage DD’s Software Tail Spend contracts. Any solutions must conform with necessary Cyber security requirements.

1. **RFI intended outcomes**

This RFI aims to achieve 4 outcomes:

* + To inform and refine the requirement, identifying all possible opportunities with the requirement
	+ Explore the market to see what existing services could meet the requirement and to establish what current and future services are available.
	+ Develop a procurement strategy that will deliver best value for Defence and is aligned to industry.
	+ To inform a procurement strategy that enables the implementation of an enduring solution, for competition from potentially October/November 2021.
1. **RFI Procedure**

Responses to this RFI will be reviewed by DSET and associated internal partners.

Any details provided in response to this RFI will be used for information purposes only and will not be used to determine the potential suppliers who will be invited to bid, should the Authority proceed to tender.

The results and analysis of this RFI shall not constitute any form of pre-qualification exercise.

Any formal procurement process will be undertaken in accordance with the relevant Procurement Law.

Nothing in this RFI, or any other engagements with Industry prior to a formal procurement process, shall be construed as a representation as to the Authority’s ultimate decision in relation to the future requirement.

1. **How to submit responses to this RFI**

Respondents should return Annex A and provide responses to the RFI request in PDF, quoting the RFI reference on all documentation and emails**.**

If upon review of your submission any clarifications or additional information is required, you will be contacted using the details provided within Annex A.

Only Additional documents for the sole purpose of providing information of the current services commercially offered will be accepted, documents such as company overviews will not be necessary, as the purpose of the RFI is to collect information related to the services/solution within the market, these additional documents and any others that do not remain focussed on the requirement above will not be included in the review process. Responses should be limited to 10 pages (excluding Annex A) unless prior approval is sought to deviate from the requested format.

Only one submission per Company will be accepted unless prior approval is sought.

Please submit any response electronically to the e-mail address shown below in section 8 with any additional documentation,no later than **12:00, Friday 2nd July 2021.**

Responses will be acknowledged electronically by return e-mail.

In the event of any Supplier Engagement Day all suppliers with compliant responses will be invited.

1. **Confidentiality & Proprietary Information**

No information included in your response, or in discussions connected to it, will be disclosed to any other third party.

Proprietary information, where included, should be kept to minimum and must be clearly marked.

For the purposes of this RFI, any documentation submitted should be classification OFFICIAL.

1. **Costs of preparing your RFI response**

Any costs relating to the preparation and submission of a response to this RFI are the sole responsibility of the respondent.

1. **Contact**

Quoting the RFI reference, please submit:

i) any requests for clarification,

ii) all responses to this RFI and,

iii) any questions regarding Classification of document(s) intended for submission, to:

Email: Stewart.Osgood100@mod.gov.uk

Stewart Osgood – Commercial Manager

Strategic Command (UKStratCom)

Defence Digital Commercial

Dynamic Software Enterprise Team

**Annex A**

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| **Question** | **Answer** |
| Company Name |  |
| Company Address |  |
|  |  |
| Name of Company representative completing the RFI |  |
| Contact details (e-mail and telephone number) |  |
| Company web site address |  |
|  |  |
| Main products/services/line of business |  |
| Main market sector |  |
| Number of years in this market sector |  |
| Name of Services submitted to RFI  | *
*
 |
| Accessible Links for further Service information if no attached documents provided |  |