

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

Order Form

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

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

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

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

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1a. Identification

Call-Off Lot	Lot 5 - Project, Programme and Portfolio Management (P3M)				
Call-Off Reference	RM6249/DIPS(5)026	Version Number	V1.0	Date	30/06/2024
Business Case Reference	Original FBC Number	[REDACTED]			
	Amendment FBC Number	N/A			
Project / equipment for which Services are in support	Cloud Hosting Enablement	Urgent Capability Requirement (UCR)		NA	
Call-Off Contract title:	Dstl's Cloud Hosting Enablement (CHE) Programme				
Call-Off Contract description:	Dstl are seeking a competent and capable supplier to provide Programme Management expertise to deliver its CHE programme.				

1b. Contact details

Government Directorate / Organisation Title	Defence Science and Technology Laboratory 'Dstl'	Name of Supplier	KPMG LLP
Name of Requirement Holder's Authorised Representative		Name of Supplier's Authorised Representative	
Post title	Digital Portfolio Manager – Enabling S&T	Post title	Director, Digital in Defence
Requirement Holder's Address	Dstl Porton Down Bldg 5, Salisbury, Wilts	Supplier Address	66 Queen Square Bristol UK
Postcode	SP4 0JQ	Postcode	BS1 4BE
Telephone		Telephone	
Email		Email	
Unit Identification Number (UIN)	N/A – Confirmed on award if required	Value Added Tax (VAT) Code	
Resource Accounting Code (RAC)	N/A – Confirmed on award if required		
Name of Requirement Holder's Project Lead			
Requirement Holder's Secondary Contact Name	N/A	Supplier Secondary Contact Name	
Requirement Holder's Secondary Contact Role	Project Manager	Supplier Secondary Contact Role	
Requirement Holder's Secondary Contact Email		Supplier Secondary Contact Email	

Date that the Statement of Requirements was issued

01/07/2024

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

02/08/2024

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1c. Statement of Requirements (SOR) (This section 1c. to be completed in full OR a complete SOR to be attached in Appendix 3 of this document)

Unique Order Number (defined by delivery team)	IPMO2079		
SOR version issue number	1.0	SOR dated	01/07/2024
SOR title	Cloud Hosting Enablement		

Background/justification for Call-Off Contract

Dstl is seeking to significantly enhance its exploitation of commercial cloud capabilities to exploit and leverage existing and emerging cloud technologies to the benefit of its Science and Technology (S&T) business users.

Description of Services to be provided under the Call-Off Contract

Dstl are seeking a capable provider with whom to establish and run the Cloud Hosting Enablement (CHE) programme, deliver the overarching operating model, architecture and service designs, elaborate the required work packages, evaluate the optimum delivery vehicles for these and initiate and oversee the projects required to fulfil the programme's objectives.

Appendix 3 contains the requirements and scope for the Cloud Hosting Enablement programme.

Activities required to be undertaken under the Call-Off Contract

The main activities to be undertaken comprise:

- Set-up and operate the CHE programme
- Discovery and Architecture Services
- Define workpackages and initiate projects to deliver them
- Interim Service Delivery and Service Transition based on reasonable endeavours
- Engineering Services
- Develop an Outline Business Case to secure further funding

Outcomes to be provided under the Call-Off Contract

The Outcomes to be provided include:

- A professionally managed programme operation delivering business change
- An architecture service undertaking discovery and producing work package definitions
- An interim Service Delivery capability managing services delivered by the programme and transitioning these into Dstl's Operating Model as conditions permit
- Technical engineering leadership for the Programme, specifying engineering requirements for work packages and providing guidance to the Project(s) responsible for delivering those work packages to provide confidence to the programme. The Supplier is not liable for the technical delivery of such engineering services.
- Approved funding for the continuation of the programme

Acceptance/rejection criteria / provisions

All deliverables will be subject to review and assessment against appropriate industry or Dstl standards and approval in the appropriate Dstl and/or programme governance board(s).

Dstl Authority user representative retains the right to reject a deliverable where it does not meet their expected quality and/or standards.

Material KPIs / Critical Service Level Failure

The following Material KPIs shall apply to this Call-Off Contract in accordance with Framework Schedule 4 (Framework Management):

Material KPIs

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The following shall constitute a Critical Service Level Failure for the purposes of this Call-Off Contract in accordance with Call-Off Schedule 14 (Service Levels):

Critical Service Level Failure

The applicable Service Levels shall be specified in Annex A to Part A of Call-Off Schedule 14 (Service Levels) on a case by case basis as agreed in relation to each Work Package.

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

The supplier's staff will be provided with Dstl equipment (GFE/GFX/GFI) to enable the Supplier to meet its contractual commitments and obligations.

Additional quality requirements & standards (in addition to any quality requirements & standards detailed in the addition to the Call-off Schedules)

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

Accreditation	Description	Compliance
ISO 14001	Environment Management Systems	Mandatory (Or evidence equivalent controls)
ISO 20000-1:2005	IT Service Management Part 1: Specification	Mandatory (latest version is desirable)
ISO 22301	Business Continuity Management	Mandatory (latest version is desirable) (Or evidence equivalent controls)
ISO 27001:2013 or equivalent	Specification for Information Security Management System	Mandatory (latest version is desirable)
ITIL v3	ITSM & ITAM	Mandatory (latest version is desirable)
NCSC Cyber Essentials	Cyber Security	Mandatory (latest version is desirable)
NCSC Cyber Essentials Plus	Cyber Security	Mandatory (latest version is desirable)
ISO 20000-2:2005	IT Service Management Part 2: Code of practice	Optional
JSP101	Defence Writing Guide	Mandatory (latest version is desirable)

Project and risk management

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

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

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Requirement Holder's additional requirements for project management or risk management – must adhere and follow Dstl guidance and documentation.

Timescales (Prior to Further Competition enter anticipated dates. Following Further Competition update with actual dates)

Call-Off Start Date	24/02/2025 (Estimated)
Call-Off Initial Period	14/02/2026 (Estimated)
Call-Off Expiry Date	24/02/2027 (Estimated and subject to extension(s))
Call-Off Optional Extension Period	Period or Periods not exceeding 24months beyond the initial period
Minimum notice period prior to a Call-Off Optional Extension Period	One month

SOR approved by (Name in capital letters)		Telephone	
Directorate / Division	Operations	Email	
Organisation Role / Position	Digital	Date	12/02/2025
Approver's signature			

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Original FBC Number (when known)	Amendment FBC Number (if applicable)
	N/A

1d. Key Deliverables

Full details appear below of the Key Deliverables in accordance with the Statement of Requirement (SOR)

Task Number	Activities to be undertaken and completed by the Supplier	Key Deliverables	Required Delivery Date or frequency	Acceptance Criteria
1.	Discovery			
2.	Programme Governance			
3.	Programme Management			

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Task Number	Activities to be undertaken and completed by the Supplier	Key Deliverables	Required Delivery Date or frequency	Acceptance Criteria
		<div>██</div> <div>████████</div> <div>██</div> <div>████████████████████</div> <div>████████████████████</div> <div>████████████████████</div> <div>████████████████████</div>		
7.	Engineering Services	<div>████████████████████████████████████</div> <div>████████████</div> <div>████████████████████████████████</div> <div>████████████████████████████████</div> <div>████████</div> <div>████████████████████</div> <div>████████████████</div> <div>████████████████████</div> <div>████████████████████████████</div> <div>████████████████████████████</div> <div>████████████</div>	<div>████████████████</div> <div>████████████████</div> <div>████████████████</div> <div>████████████████</div>	<div>██</div> <div>████████████████████████████████████</div> <div>████████</div>

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2. Call-Off Incorporated Terms

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

- 1 This Order Form including the General Conditions in section 2(b) and the Call-Off Special Terms in section 2(c).
- 2 Joint Schedule 1 (Definitions)
- 3 Any Statement(s) of Work (in the form of the template set out in Appendix 4 to this Framework Schedule 6 (Order Form Template, Statement of Requirements Template)) executed by the Requirement Holder and the Supplier with a corresponding Call-Off Contract reference
- 4 Framework Special Terms – None Anticipated
- 5 The following Schedules in equal order of precedence:
 - Joint Schedules
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 5 (Corporate Social Responsibility)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Call-Off Schedules
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details and Expenses Policy)
 - Call-Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliverables)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security) – short form terms
 - Call-Off Schedule 10 (Exit Management)
 - See Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 14 (Service Levels) – Service Levels to be agreed where applicable for each SOW
 - Call-Off Schedule 17 (MOD Terms)
 - Call-Off Schedule 26 (Cyber)
- 6 Core Terms (DIPS version)
- 7 Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Requirement Holder (as decided by the Requirement Holder and Commercial) take precedence over the documents above.

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

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2a. Strategy for procurement and evaluation

Further competition	<input checked="" type="checkbox"/>	Competitive award criteria to be used for undertaking evaluation of proposal(s)	Most Economically Advantageous Tender in accordance with the published award criteria – see CHE Evaluation and Scoring Methodology document		
Direct award	<input type="checkbox"/>				
		Weighting (Technical)	80% (inclusive of 10% for Social Value)	Weighting (Price)	20%

2b. General Conditions

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

DEFCON 501 (10/22) Definitions – for the purposes of interpreting the DEFCONs;
 DEFCON 76 (11/22) Contractor's Personnel at Government Establishments;
 DEFCON 531 (09/21) Disclosure of Information;
 DEFCON 532A (05/22) Protection of Personal Data (Where Personal Data is not being processed on behalf of the Authority);
 DEFCON 611 (12/22) issued Property;
 DEFCON 612 (06/21) Loss of or Damage to the articles;
 DEFCON 658 (10/22) Cyber;
 DEFCON 659A (02/24) Security Measures;
 DEFCON 660 (12/15) Official-Sensitive Security Requirements;
 DEFCON 703 (06/21) Intellectual Property Right – Vesting in the Authority.



Additional Conditions: See Call-Off Schedule 17 (MOD Terms)

2c. Call-Off Special Terms

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

1. The Supplier will work collaboratively with Buyer stakeholders using reasonable endeavours to ensure that all parties are satisfied with the project outcomes in a timely fashion.
2. A number of the deliverables will have dependencies and expectations from other parties to deliver specific elements of the service (be they wider Dstl teams, other existing Dstl suppliers or new Dstl suppliers). Dstl would like to assure KPMG that we do not intend to hold you or your teams liable where it is agreed that the deliverables or expectations are applicable to the other parties.
3. The Buyer intends to issue no more than 5 work packages related to Cloud Services (**Initial Work Packages**) which the Supplier will provide interim support for until they are transitioned to BAU operation (ref applicable requirements in the SOR). While the precise work packages in scope of year 1 are not currently confirmed, the Parties acknowledge that as they will be the first work packages to be delivered under the Programme, they will be generally of lower complexity and scale. Any Work Packages that represent material scale, risk or complexity or require a rigid SLA regime would need to be reasonably discussed to determine impacts and would likely fall outside of the fixed price agreed for the Initial Work Packages.

2d. Call-Off Charges

Capped Time and Materials (CTM)	<input type="checkbox"/>
Incremental Fixed Price	<input type="checkbox"/>
Time and Materials (T&M)	<input type="checkbox"/>
Fixed Price	<input checked="" type="checkbox"/>
A combination of two or more of the above Charging methods	<input type="checkbox"/>

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T&S is applicable	<input type="checkbox"/>
N/A	
Reimbursable Expenses	
None	

2e. Payment Method

Payment against outcomes and deliverables in accordance with the agreed Milestone Payment Schedule in section 2f.

Requirement Holder's Invoice Address

Dstl Accounts Payable
PO Box 325
Portsmouth West
Portsmouth West Hill Road PO14 9HL









Requirement Holder's Authorised Representative

As per Section 1b (Contact details)





2f. Milestone Payments Schedule (MPS)

Milestone/ Stage Payment number	Key Deliverable (and related Task)	Due Date (week elapsed from start)	%	Milestone Payment value £ (ex VAT)
1	Increment 0.1 – Mobilise & Produce Discovery Plan <ul style="list-style-type: none"> Project Mobilisation & Core Team ADA staff onboarded Initiation of PMO Governance, including the instatiation of key Programme Management and Governance Deliverables: <ul style="list-style-type: none"> Programme Dossier Issue Register Risk Register Stakeholder Maps Organisation Structure Discovery Plan Level 1 “Plan-for-a-plan” <p>Buyer and Supplier will mutually seek acceptance of current milestone and agree subsequent milestone work schedule, subject to agreement from both parties.</p>	4		
2	Increment 0.2 - Develop Level 1 Plan and Discovery Report <ul style="list-style-type: none"> Evaluation and execution of Discovery Plan facilitated through maturity assessments and workshop activity. Level 1 Plan to provide high level view of programme delivery and specific view on scope of Increment 1.0 Discovery Report capturing: <ul style="list-style-type: none"> Current vs Target Landscape User Analysis User Requirements 	8		

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	<ul style="list-style-type: none"> ○ Recommendations ○ Solution Option Analysis <p>Buyer and Supplier will mutually agree the scope of the following increment (increment 1.0) subject to the priorities identified in the planning stage.</p>			
3	<p>Increment 1.0 – Deliver mutually agreed prioritised scope</p> <ul style="list-style-type: none"> • <i>Delivery of mutually agreed scope as defined in the Level 1 plan during Increment 0.2.</i> • <i>Mutual agreement on scope of Increment 2.0 and any carry over from Increment 1.0.</i> <p>Buyer and Supplier will mutually review and agree the completion of this increment scope and agree the scope of the following increment (increment 2.0) no later than 5 days ahead of this milestone completion.</p>	16		
4	<p>Increment 2.0 – Deliver mutually agreed prioritised scope</p> <ul style="list-style-type: none"> • Delivery of mutually agreed scope as defined in Increment 1.0. • Mutual agreement on scope of Increment 3.0 and any carry over from Increment 2.0. <p>Buyer and Supplier will mutually review and agree the completion of this increment scope and agree the scope of the following increment (increment 3.0) no later than 5 days ahead of this milestone completion.</p>	23		
5	<p>Increment 3.0 – Deliver mutually agreed prioritised scope</p> <ul style="list-style-type: none"> • Delivery of mutually agreed scope as defined in Increment 2.0. • Mutual agreement on scope of Increment 4.0 and any carry over from Increment 3.0. <p>Buyer and Supplier will mutually review and agree the completion of this increment scope and agree the scope of the following increment (increment 4.0) no later than 5 days ahead of this milestone completion.</p>	30		
6	<p>Increment 4.0 – Deliver mutually agreed prioritised scope</p> <ul style="list-style-type: none"> • Delivery of mutually agreed scope as defined in Increment 3.0. • Mutual agreement on scope of Increment 5.0 and any carry over from Increment 4.0. <p>Buyer and Supplier will mutually review and agree the completion of this increment scope and agree the scope of the following increment (increment 4.0) no later than 5 days ahead of this milestone completion.</p>	37		

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7	Increment 5.0 – Deliver mutually agreed prioritised scope <ul style="list-style-type: none"> • Delivery of mutually agreed scope as defined in Increment 4.0. • Mutual agreement on scope of Increment 6.0 and any carry over from Increment 5.0. <p>Buyer and Supplier will mutually review and agree the completion of this increment scope and agree the scope of the following increment (increment 6.0) no later than 5 days ahead of this milestone completion.</p>	44		
8	Increment 6.0 – Deliver mutually agreed prioritised scope <ul style="list-style-type: none"> • Delivery of mutually agreed scope as defined in Increment 5.0. • Mutual agreement on scope of forward programme of work. <p>Buyer and Supplier will mutually review and agree the completion of this increment scope no later than 5 days ahead of this milestone completion.</p>	52		
FINAL Payment	Satisfactory delivery and final acceptance of all work in providing the Deliverables. <i>(This final payment should include any costs held as retention based on % of the total cost.)</i>	N/A	N/A	N/A
Total Contract Value				1,099,710

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2g. Maximum Liability

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

2h. Requirement Holder's Environmental Policy

Sustainability and Environmental process and guidance available on request

2i. Requirement Holder's Security Policy

Available on request

Where applicable, a Security Aspects Letter should be issued and executed alongside this Order Form.

2j. Progress Reports and meetings

Progress Report Frequency	Monthly on the last working day of each month	Progress Meeting Frequency	Monthly, 1 week following progress report
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2k. Quality Assurance Conditions

According to the product or scope of the work to be carried out, the Supplier shall meet the following requirements:

Allied Quality Assurance Publications (AQAP) 2110 – North Atlantic Treaty Organization (NATO) Quality Assurance Requirements for Design, Development and Production.		<input type="checkbox"/>	
Certificate of Conformity shall be provided in accordance with DEFCON 627 (<i>Edn12/10</i>).			
Deliverable Quality Plan requirements:			
DEFCON 602A (<i>Edn 12/17</i>) - Quality Assurance with Quality Plan	<input checked="" type="checkbox"/>	DEFCON 602B (<i>Edn 12/06</i>) - Quality Assurance without Quality Plan	<input type="checkbox"/>
AQAP 2105:2 – NATO Requirements for Deliverable Quality Plans		<input type="checkbox"/>	
Software Quality Assurance requirements			
Allied Quality Assurance Publications (AQAP) 2210 – North Atlantic Treaty Organization (NATO) Supplementary Software Quality Assurance Requirements to AQAP-2110 shall apply			<input type="checkbox"/>
Air Environment Quality Assurance requirements			
Defence Standard (DEF STAN) 05-100 – Ministry of Defence Requirements for Certification for Aircraft Flight and Ground Running (Mandatory where flying and/or ground running of issued aircraft is a requirement of the Task)			<input type="checkbox"/>
Relevant MAA Regulatory Publications (See attachment for details)			<input type="checkbox"/>
Additional Quality Requirements (See attachment for details)			<input type="checkbox"/>
Planned maintenance schedule requirement			
N/A			<input type="checkbox"/>

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2l. Key Staff

[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

2m. Key Subcontractor(s)

BAE Systems Operations
Warwick House
Farnborough
GU14 6YU

Redrock Consulting Limited
Pembroke House
15 Pembroke Road
Bristol
BS8 3BA

Real-Time Consultants Ltd
Teme House
Whittington Road
Worcester
WR5 2RY

2n. Commercially Sensitive Information

Proprietary information inc. methodology
Personal Data
Material provided to KPMG in confidence inc. client references
Material where disclosure would harm KPMG commercial interests

2o. Cyber Essentials

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



2p. Implementation Plan

Implementation planning will be reflected in the Supplier's Level 1 plan



3. Charges

Estimated Contract Value (excluding VAT) for Call-Off Contract

Level 1 Plan Deliverables Charges as set out in the Level 1 Plan.
Further Deliverables shall be agreed by the Parties in a series of work packages, and the applicable Charges shall be documented in the relevant Work Package.

4. Additional Insurances

Professional Indemnity Insurance with cover (for a single event or a series of related events and in the aggregate) of not less than £1,000,000 as per Joint Schedule 3 (Insurance Requirements)

5. Guarantee

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Not applicable

6. Social Value Commitment

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)

[REDACTED]

7. Requirement Holder Commercial Officer Authorisation			
Order Form approved by (Name in capital letters)	[REDACTED]	Telephone	[REDACTED]
Directorate / Division	Corporate Services	Email	[REDACTED]
Organisation Role / Position	Commercial Manager - Digital	Date	13 th February 2025
Approver's signature	[REDACTED]		

8. Acknowledgement by Supplier			
Order Form acknowledged by (Name in capital letters)	[REDACTED]	Telephone	[REDACTED]
Supplier Name	KPMG UK LLP	Email	[REDACTED]
Supplier Role / Position	DIRECTOR	Date	13 th February 2025
Approver's signature	[REDACTED]		

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

[REDACTED]

DEFFORM 111
(Edn 10/22)**Appendix 1 - Addresses and Other Information****1. Commercial Officer**

Name: TBC

Address: Dstl , Porton Down, Salisbury, Wiltshire SP4 0JQ

Email: TBC

☎ TBC

8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD



2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD

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

Name: TBC

Address Dstl , Porton Down, Salisbury, Wiltshire SP4 0JQ

Email: TBC

☎ TBC

9. Consignment Instructions

The items are to be consigned as follows:

3. Packaging Design Authority

Organisation & point of contact:

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

**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 8JHAir 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. JSCSJSCS Helpdesk No. 01869 256052 (select option 2, then option 3)
JSCS Fax No. 01869 256837

Users requiring an account to use the MOD Freight Collection Service should contact [REDACTED] in the first instance.

4. (a) Supply / Support Management Branch or Order Manager:
Branch/Name:**(b) U.I.N.****5. Drawings/Specifications are available from****11. The Invoice Paying Authority**

Ministry of Defence ☎ 0151-242-2000

DBS Finance

Walker House, Exchange Flags Fax: 0151-242-2809

Liverpool, L2 3YL

Website is:<https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement>**6. Intentionally Blank****12. Forms and Documentation are available through *:**Ministry of Defence, Forms and Pubs Commodity Management
PO Box 2, Building C16, C Site
Lower Arncott

Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)

Applications via fax or email:

[REDACTED]

7. Quality Assurance Representative:

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

AQAPS and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit*** 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.

<http://dstan.gateway.isg-r.r.mil.uk/index.html> [intranet]
or <https://www.dstan.mod.uk/> [extranet, registration
needed].

Appendix 2 – Supplier's Quotation - Charges Summary

Supplier Charges summary: To be completed by the Supplier in support of a quotation provided in response to an ITT for the requirement captured on the above Order Form.

1. To:

2. From:

Date of tender submission:

In response to the Order Form request for a quotation
reference

Dated

*The work can be undertaken and our detailed response is attached. ☐

*We are unable to provide the resources/deliverables identified on this occasion. ☐

(* Check box as appropriate)

Name: (Block Capitals)

Signed:

Date:

2. Call-Off title:

3. Supplier Unique Reference Number:

4. Start Date:

Completion Date:

5a. Manpower/Resources

Broad Capability Area Number	Grade	Daily rate quoted at ITT	Daily rate quoted for this task	Reduction on original ITT rate	No of Days	Total

5b. Travel

(Estimated expenditure on:)

Unit cost

Number of
Journeys / Miles

Total

Rail

Motor Mileage
(max 30p per mile incl VAT)

30p max
(incl VAT)

Air

Sea

5c. Subsistence

(Estimated expenditure on:)

Unit cost

Number of
Night / Days

Total

Accommodation
(max £100 per night incl VAT)

Meals (max £5 for lunch and/or
£22.50 for an evening meal,
including all drinks)

Miscellaneous costs (please
define below)

The above T&S costs relate to the period to

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

5d.Other Costs	<u>Subcontractor price</u>	
	Subcontractor Details	
	Materials	
	Other (Please provide details below)	Cost
	Description	
Total Charges for completion of Call-Off Contract Deliverables (excl. VAT)		



Appendix 3 – Statement of Requirements

Cloud Hosting Enablement

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References

The following documents accompany this Statement of Requirement:

Ref	Document Name	Author	Date	
1	Cloud Strategy Brief Pack (Building a Cloud Strategy)		Dec-2023	
2	Cloud Hosting Enablement Delivery Model		Nov-2023	
3	Service Architecture Design Cloud v2.0		Apr-2024	

Glossary

the service(s)	Services created or transformed by the projects initiated by the CHE programme which will be transitioned into the TOM
the Service	The Service to be provided by the Supplier to fulfil the requirements within this Statement of Requirements
work package	A definition of a design and set of deliverables to fulfil all or part of the delivery of a service; one or more work packages will be delivered by a project initiated by the programme
NISS	Dstl's New Information System Service Solution programme which is changing how Dstl delivers its digital services including the disaggregation of the existing single IT contract.
Digital Delivery Lifecycle	Dstl Digital's delivery lifecycle currently being implemented by the Working Better Together programme
Core hours	08:00 to 18:00 Monday to Friday excluding Bank Holidays
Working Better Together	Dstl Digital's transformation programme delivering a new operating model

Introduction

Dstl is looking to build out a Cloud Hosting Service and service tower aligned to the *Cloud Strategy Brief Pack* [Ref. 1] through the Cloud Hosting Enablement programme (CHE). Successful delivery will see not just the creation of the service tower but also the transition of the services. This will require collaboration with the new digital contracts for the delivery of the Digital Services that are being implemented by Dstl’s NISSS programme.

Dstl are seeking a capable provider with whom to establish and run the CHE programme, deliver the overarching operating model, architecture and service designs, elaborate the required work packages, evaluate the optimum delivery vehicles for these and initiate and oversee the projects required to fulfil the programme’s objectives.

This document provides the requirements and scope for the Cloud Hosting Enablement programme. The proposed *Cloud Hosting Enablement Delivery Model* [Ref. 2] accompanies this document and should be read in conjunction with it.

Sections 1 to 5 outline the requirements to be fulfilled by the supplier. Sections 6 to 9 provide a high-level summary of the services and technology platforms that Dstl anticipate will comprise the Cloud Hosting Service. Section 10 contains key deliverable artefacts to be delivered by the CHE programme.

Third Party Support

The Supplier acknowledges that the Buyer utilised PA Consulting Ltd in development of artefacts which aided and supported Dstl’s development of its Strategic Outline Case (SOC).

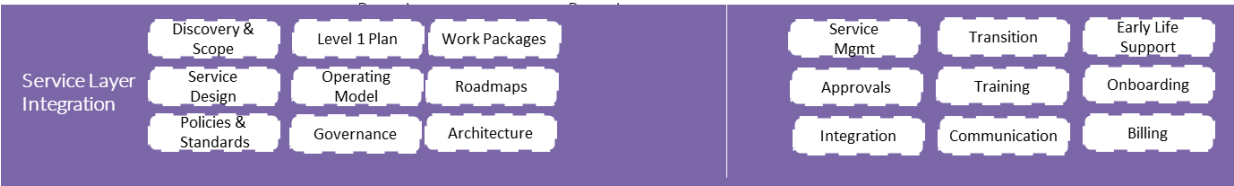
Programme Overview

The Cloud Hosting Enablement programme is forecast over a period of 5 years. Funding for the first two stages is covered under a Strategic Outline Business Case (SOC) which proposes an initial set of deliverables. One such deliverable is a further business case(s) covering the remaining programme delivery with associated costs and benefits.

The deliverables in these initial stages are outlined below.

Stage 1

The first stage is to create the programme and define the processes, governance and framework under which it will operate. Each of the core functions are depicted below in the figure.



For more detail regarding these functions please refer to the proposed *Cloud Hosting Enablement Delivery Model* [Ref. 2].

This is a fundamental stage to establish the following capabilities and deliverables:

- 1. Discovery
- 2. Benefits Management
- 3. Level 1 Plan
- 4. Governance structure
- 5. Assurance Approach

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

6. Communications Plans
7. Roadmaps
8. Architectural Technical\Solution Design
9. Draft Operating Model & Service Design
10. Draft Work Packages for Stage 2 deliverables
11. Work Package Management Plan
12. Transition Plans

Stage 2

The second stage will be the delivery of an initial set of work packages through the initiation and oversight of projects delivered in collaboration with existing suppliers.

Section 1 – Delivery Location

ID	Requirement
SL001	The Supplier shall provide the Services from the Buyer's sites (Porton Down, Portsdown West) or other locations agreed by the Buyer.
SL002	Where an onsite presence is required related to the delivery of the programme or run of the service the Supplier shall attend the Buyer's site
SL003	In respect to a service that is being provided above OS the Supplier shall provide the service from a Buyer site

Section 2 – Programme Delivery

ID	Requirement
PD001	The Supplier shall deliver a programme to the buyer delivering the vision outlined in the <i>Cloud Strategy Brief Pack</i> [Ref. 1].
PD002	The Supplier shall ensure the programme has the required resource to deliver
PD003	The Supplier will work collaboratively with key Buyer stakeholders and Operations teams
PD004	The Supplier shall collaborate with the Buyers existing Suppliers and future suppliers
PD005	The Supplier shall provide Risk Management for the programme
PD006	The Supplier shall provide Change Management within the programme interfacing with the Buyers Change Management processes
PD007	The Supplier shall provide Change Management that caters for Business Change Management
PD008	The Supplier shall provide Transition Management for the programme, interfacing with internal/external suppliers and Operations teams
PD009	The Supplier shall measure outcomes based on value reporting to Buyers stakeholders
PD010	The Supplier shall deliver and execute a communications plan throughout the programme; this could include but is not limited to Communication Hubs, Working Groups and Roadshow Events
PD011	The Supplier shall provide and maintain in collaboration with the Buyer a Level 1 programme plan
PD012	The Supplier shall follow where necessary the Buyers existing programme and project management processes or otherwise as instructed from time to time
PD013	The Supplier shall align to the Buyer's Digital Delivery Lifecycle
PD014	The Supplier shall mature with the Buyer the <i>Cloud Hosting Enablement Delivery Model</i> [Ref. 2]
PD015	The Supplier shall define and provide all artefacts required to deliver the programme

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

ID	Requirement
PD016	The Supplier shall follow the assurance processes for the delivered services. E.g. JSP604, Secure By Design
PD017	The Supplier shall track delivery of work packages assigned to the 'Technical Layer' (see <i>Cloud Hosting Enablement Delivery Model</i> [Ref. 2])
PD018	The Supplier shall define through work packages the delivery of the Technical Services
PD019	The Supplier shall demonstrate best practice throughout the delivery of the programme
PD020	The Supplier shall manage all dependencies upon the programme both inbound and outbound
PD021	The Supplier shall maintain a Risk Register covering but not limited to Business, Delivery, Technical and Operational risks
PD022	The Supplier shall define the roles and responsibilities for the delivery of the programme
PD023	The Supplier shall work collaboratively with the Buyer and other Suppliers to ensure there are no gaps or overlaps
PD024	The Supplier shall provide the Services using suitably qualified and experienced Supplier Staff having the necessary levels of security clearance
PD025	All Intellectual Property created during the operation or management of the Services by the Supplier throughout the term, shall constitute IPR Materials and shall remain the property of the Crown
PD026	The supplier shall support, advise and contribute to the creation of future Buyer business cases (HM Treasury 5 Case Business Model standard)
PD027	The Supplier shall forecast costs for each of year of the programme
PD028	The Supplier shall ensure all deliveries into service are assured to the appropriate level
PD029	The Supplier shall provide readiness validation ensuring the products, solutions, service, applications, Architecture and Architecture Elements relating to work packages and corresponding deliveries are fit for purpose and will deliver the Buyer's targeted benefits
PD030	The Supplier shall, in collaboration with the Buyer, maintain and manage the programme benefits profiles
PD031	The Supplier shall provide a Security Assurance function for the programme to satisfy the requirements of the Dstl CISO
PD032	The Supplier will conform to all mandated Defence standards and processes and use Dstl's templates unless otherwise agreed

Section 3 – Service Delivery

ID	Requirement
SD01	The Supplier shall define the Targeting Operating Model (TOM) for the Cloud Centre of Excellence aligned to the Digital Target Operating Model known as "Working Better Together"
SD02	The Supplier will operate the service management wrapper for project supplier delivery of services delivered by the projects the programme initiates until these are transitioned to the appropriate Operations teams
SD03	The Supplier shall deliver a Transition Plan for the delivered Cloud Hosting services
SD04	The Supplier shall ensure the TOM where not defined through Digital Target Operating Model is aligned to ITIL
SD05	The Supplier shall provide, update, and maintain all Documentation in relation to the services delivered until they are transitioned
SD06	The Supplier shall ensure they use the correct internal Dstl platforms for all forms of communication to the business
SD07	The Supplier shall define service level agreements aligned to the services being delivered

ID	Requirement
SD08	The Supplier shall provide service management as defined in the TOM. E.g. Incident, Problem, Change
SD09	The Supplier will support and enable DST's Cloud Centre of Excellence, enabling them to provide core services as defined in the <i>Service Architecture Design Cloud</i> [Ref. 3]
SD10	Where a service delivered by a project the programme initiates is provided by another supplier or party, the Supplier shall manage this on behalf of the Buyer until it is transitioned to the appropriate Operations teams
SD11	The Supplier shall provide the services during the Buyers core hours
SD12	The Supplier shall provide the service using the Buyers provided devices and service tooling
SD13	Services shall be delivered as 'Evergreen' unless an exclusion is agreed. The definition of the 'Evergreen' service is a service that it proactively maintained, updated and improved to stay current and relevant to the organisation's needs.

Section 4 – Architecture Services

ID	Requirement
ARCH001	The Buyer shall be the ultimate owner and approver of all Architecture Artefacts relating to the Services, whether created by the Buyer or created on the Buyer's behalf by the Supplier
ARCH002	The Supplier shall produce patterns to be approved by the Buyer
ARCH003	The Supplier shall present solutions at the Buyers Solutions Architecture Board
ARCH004	The Supplier shall present when required at the Buyers Enterprise Architecture Board
ARCH005	The Supplier shall perform discovery exercises for all services defined in the <i>Service Architecture Design Cloud</i> [Ref. 3] and detailed these as work package scope
ARCH006	The Supplier shall describe and document each of the technical building blocks in the architecture
ARCH007	The Supplier shall provide relevant architectural documentation requested by the Buyer
ARCH008	The Supplier shall provide architectural roadmaps aligned to the services
ARCH009	The Supplier shall in conjunction with the Buyer define the Architectural principles aligned to the services
ARCH010	The Supplier shall in conjunction with the Buyer define and produce policies aligned to the services
ARCH011	The Supplier shall provide Architectural Specifications to each of the projects delivering the building blocks through work packages
ARCH012	The supplier shall work to the TOGAF framework
ARCH013	The supplier shall provide models to an Archimate standard
ARCH014	The supplier shall input to the Buyers Architectural Repository
ARCH015	The Supplier shall engage with stakeholders and nominated representatives within the programme to elicit requirements as required by the Buyer
ARCH016	The Supplier shall adopt and align to the Architecture Management Offices processes and governance
ARCH017	The Supplier shall maintain all architectural artefacts throughout the engagement
ARCH018	The Supplier shall perform requirements management including the process of managing architecture requirements throughout in accordance with the Architectural Management Office
ARCH019	The Supplier shall define a number personas used to inform the deliveries under the programme building on work previously completed
ARCH020	The Supplier shall ensure design decisions align to the Buyer's strategic vision

ID	Requirement
ARCH021	The Supplier Shall provide; 1. End-to-end conceptual architectures 2. logical solution architectures
ARCH023	The Supplier Shall define the Service Catalogue items
ARCH024	The Supplier shall collaborate and interface with Buyers other suppliers to design end to end and integrated services.

Section 5 – Engineer Services

ID	Requirement
EN001	The Buyer shall remain the owner of the Applications and IT Infrastructure Estate and all Configuration Items relating to the services.
EN002	The Buyer shall provide suitably qualified Engineering Leads with evidence of experience & knowledge in relevant technologies where needed
EN003	The Supplier Engineering Lead shall oversee the projects' technical delivery
EN004	The Supplier shall ensure that any technical risks are managed
EN005	The Supplier Engineering Lead shall ensure that any project has completed all prerequisites
EN006	The Supplier Engineering Lead shall ensure that any change to scope are managed in accordance with delivery governance
EN007	The Supplier shall provide a technology agnostic approach to the delivery of solutions
EN008	The Supplier shall ensure best value is maintained in the development of products or services
EN009	The Supplier shall ensure best value is maintained in the selection of products
EN010	The Supplier will provide engineering capability to technically review and validate the High Level Design, produced through a work package, to the Buyers Design Authority on behalf of DSTL
EN011	The Supplier will provide engineering capability to technically review and validate the Low Level Design, produced through a work package, to the Buyers Design Authority on behalf of DSTL
EN012	The Supplier will provide engineering capability to endorse the Test Plan associated with a work package on behalf of DSTL

Section 6 – Core Services

This section covers the Core Services to be delivered as part of Cloud Hosting. More information regarding these can be found within the Service Architecture Design Cloud [Ref.3].

Services	Description
On-boarding\Off-boarding Service	<p>The on-boarding service provides the interface to consume the services offered through the team. This service is aimed at those who do not already have a tenancy on the target platform. The team will guide the customer through the options available to them based on their requirements and guide them through to delivery.</p> <p>As part of on-boarding the CCoE team would ensure all billing dashboards are configured, environments are available in the service management tooling, users are on-boarded, training for users has been highlighted, billing has been agreed and approved, data needed for initial environment setup has been harvested.</p> <p>Equally when a consumer of Cloud services leaves the service off-boarding ensures all data, infrastructure and identities are removed.</p>

Services	
Information Service	The ability to request information related to an environment that has been provisioned on a cloud platform. The information service will rely on reports that will be written and mature with the service. Examples of reports are asset information, users with environment access etc.
Pattern Service	<p>Patterns will be created for common use cases. They may include the compliance rules to consume an environment tailored to be available at all classification levels.</p> <p>A pattern could be an initial environment setup or it could be the initial configuration of a SaaS service. These will then be available through the catalogue for consumption by the customer. By using a defined pattern will allow a quicker provisioning process. The reasons are firstly pre-approvals by Architecture and Security will be made against patterns. Secondly all patterns will eventually be automated in their deployment leading to a self-service approach.</p>
BluePrint Service	This will be a service that takes an environment or components thereof and fulfils it through automation. The BluePrint will then be available to that customer when required.
Consultancy Service	The consultancy set of services provides a way of engaging with the team to work with them on something that is not in the catalogue. This could be a niche requirement based off a project delivery or consuming a new PaaS service. One use case could be migration of an existing service with associated data.
Training Services	<p>The training service will define the learning journeys available to the customers related to the platform or service being consumed.</p> <p>Courses will be categorised based on a core set of mandatory training before access is granted. This will be termed a 'Cloud Driving Licence' that will require customers to complete.</p> <p>It is expected the majority of training will be vendor provided training. However custom training course may need to be provided internally.</p>
Support Services	<p>Support Services shall be offered to tenants of the Platform these will be offered Bronze, Silver and Gold tiers.</p> <p>Bronze tier will be a mandatory service with Silver and Gold extending the level of support based on the needs of the customer as a chargeable service.</p>
Free Tier Service	<p>The free tier service shall provide an entry level tier that allows for a customer to test and innovate with a very small footprint within a ring fenced environment for a short period of time.</p> <p>The premise of this service is to encourage innovation and testing of new ideas that may be expanded at a later date, lowering the barrier to entry.</p>
Subject Access Request (GDPR)	<p>This Core Service allows customers of Cloud Platforms to be informed how their data has been used across the platforms.</p> <p>For example what data was for used for and by which project and where does it exist.</p>

The following services are in-scope and specific to the project(s) initiated by the programme:

Section 7 – Enabling Services

The following Enabling Services have been identified as part of the strategy to be deployed and managed across the Cloud Platforms. These Services may be extensions to existing services and supported by those teams or new services supported directly by the CCoE. The services are divided into four functional groups;

1. Infrastructure Services
2. Security Services
3. Operating System Management Services
4. DevOps and Compliance Services

The sub components of each functional group are described below;

Enabling Services	
Infrastructure Service	
Service	Description
Secure Communications	The Secure Communications Service in its simplest form provides the ability to allow a communication flow on defined ports and protocols in or/and out of an environment. It will also allow communications end to end between platforms at the same classification level.
Network Peering	<p>The Network Peering Service provides the capability to connect one network to another expanding the reach of the platforms and their corresponding environments.</p> <p>There are two main use cases for the peering service as described below;</p> <ol style="list-style-type: none"> 3. Inter-platform Peering – This allows all platforms to be peered thus allowing the routing of traffic between subnets defined upon each. 4. External Networks – This caters for any networks that are not defined on one of the platforms. An example of such could be an external agency that Dstl are working with and need to present a web frontend on a private network.
Name Service	Name Services shall be realised through Domain Naming Service (DNS). DNS translates IPv4 and IPv6 addresses to a human readable format. The service shall serve all platforms and classifications from their representative 'Integration Hub'
Secure Access Services	<p>The Secure Access Service is the method used by all customers and operators of the platforms to manage their environments from a DON-B end user device.</p> <p>This service shall control, manage and audit remote access to all cloud environments for the customer, operators and any authorised third parties.</p>

Enabling Services	
Time Service	The Time Service provides customers of the cloud platforms access to a time source managed by Dstl Digital. The Time Source is critical to managing, securing, planning and debugging environments when events occur. Time if often can be the only common frame of reference when dealing with dispersed applications and infrastructure.
IP Address Management Service	IP Address Management (IPAM) will provide a service that can be utilised for planning, tracking and managing the Internet Protocol (IP) addresses in use across the multiple cloud environments, platforms and supporting infrastructure.
Event and Monitoring Service	The Event and Monitoring Service provides the capability for customers tenanted across the platforms to monitor their environments, applications and dependent components where needed.
Security Services	
Service	Description
Identity and Access Management	Identity and Access Management Service is a collection of processes, policies and systems to ensure customers and operators are bound to the permissions they require to carry out their role.
Vulnerability Management	Vulnerability Management Service provides the capability to identify, assess, report on and remediate cyber vulnerabilities.
Certificate Service	The certificate services shall be a central service for all customers and CCoE needing certificates to be able to make a request.
EndPoint Security Service	The EndPoint Security Service provides host level security to operating systems, this will be classed as a mandatory service unless a valid concession exists. The service shall delivered across all platforms allowing for a single glass of pane to report on compliance and status of all cloud environments
Operating System Management Services	
Service	Description
Gold Build Service	The Gold Build Service is the core of the OSM, providing hardened, tested and supported OSs to the consumer in alignment to policy
OS Patching Service	The OSM Patching Service will provide patching repositories for all OSs within the Service Catalogue that are live. It is important to note these repositories are for the core OSs only, it does NOT extend to application patching.
Bootstrapping Service	The Bootstrapping Service configures the OS at deployment for first use by the customer. It shall configure any integrations with other enabling services and the OSM services. It shall also configure base OS configurations NOT applications above the OS or features/packages a customer may want added.
OS Information Service	OS Information Service is the reporting function aligned to the service that can be consumed by the customer and other interested parties such as the CISO.
DevOps and Compliance Services	
Services	Description
Orchestration and Automation Service	The Orchestration service captures the steps that are to be executed in a defined sequence under given conditions. The execution of the workflow can be triggered via the Service Catalogue, manual trigger or time based.

Enabling Services	
Configuration Compliance	The configuration compliance service provides the capability for the customer to define an explicit configuration baseline that will then be monitored for compliance. Any deviation from the defined baseline that is detected can be remediated automatically or alerted against.
Repository	<p>The Repository Service provides the capability to hold and provide access to a number of different data types that is required by customers of the platform, such as code, artefact, configuration and data content.</p> <p>On top of this, the service will also facilitate transference and sanitising of Data. For example a customer may need to extract Official data from on premise to consume in the cloud. This data could be needed to carry out a number of use cases such as, data modelling, analytic etc...</p> <p>The Repository Service needs to provide protection so that the data is secure and only available to those whom have the authority to consume it.</p> <p>The following features should be part of the service;</p> <ol style="list-style-type: none"> Sheep Dipping of ingress and egress data Access controls ensuring only authorised personnel can access data Auditing of data from source through to exposure Data Ownership – Whom in the business owns the data being consumed Expiry of data – If there is an expiry to the use of the data in that it needs to be removed from a platform Data version – Versioning of data so a customer is aware if a newer data set may come available. Governance Model – Providing workflows for approval, data impact assessments etc... Secure encrypted at rest storage capability
Application Development Toolbox	The Application Development Toolbox provides a number of tools that will be supported by the Cloud Hosting Service. They will be made available across all platforms providing customers a familiar set of tools on whatever platform they are targeting.

Section 8 – Cloud Platforms

The following is a list of known target platforms to date that the service shall adopt and their classification.

Platform	Description	Classification
D-Cloud	Dstl VMware platform spanning all classification on premise	All
C-Cloud	Dstl VMware platform spanning all classification on premise (not in existence)	All
VIX	Defence Digital Secret Cloud VMware on premise	OS/S
MODCloud ICE	Defence Digital AWS platform at OS	OS
MODCloud iACE	Defence Digital Azure platform at OS	OS

MODCloud ACE \ Delegated Model	Defence Digital Azure platform at OS MODNet connected	OS
MODCloud OCE	Defence Digital Oracle Platform at OS	OS
Google Cloud	Google Cloud platform supporting DAIC with MOU agreement	OS
Azure	Dstl Native Azure Tenant	OS
Community Cloud	Secret Cloud to be offered by Defence Digital unknown platform premise (not in existence)	S
Above S	Cloud platforms to be used above S with other agencies	All

Section 9 – Other Services

Platform	Description
Application Development Toolbox	The development of an application Toolbox agreed with the business to be deployed across the Cloud platforms.
Containerisation as a Service (CaaS)	Deployment of a containerisation service across multiple platforms to allow portability of development/services between technology platforms and classification
Trusted Research Environments	Environments providing secure spaces for collaboration with academia or other third parties. Covering multiple classifications.
Cloud PC	A service to provide a desktop to connecting projects that caters for different personas based on the customer need. This could be for a developer with access to tooling or a user of a provisioned service. This also ties in and supports the Secure Remote Access Service.

Section 10 – Artefacts

Section 10 outlines the deliverable artefacts to align to the services delivered by the programme. These artefacts are not a definitive set and may be expanded or adapted once the Service Layer is defined as to how it will operate. These artefacts will be produced and delivered at OS.

Artefact	Description
Service Design Packs	<ul style="list-style-type: none"> - Reports - Monitoring - Process related to services. - Policy related to services. - KPIs and SLAs - Billing Process - Disaster Recovery and Business Continuity - Service Catalogues - Service Management (Incident, Problem, Change)
Target Operating Model	Operating model Cloud Hosting Services aligned to the DE25 Operating Model
Training Syllabus	Documentation to accompany the training service defining the syllabus and training aligned to DDAT roles within Dstl. Training syllabus and ability for users to consume defining mandatory training vs advanced training aligned to both target platform and services.

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

On-Boarding	Provide the process and mechanism whereby customers are led through an on-boarding process that gathers their requirements and associated data to allow the stand-up and delivery of an environment
Requirements	A requirement set tracking functional and non-functional requirements for all Cloud Hosting Services
Work Packages	Work Packages are specifications for what is required for the Technology Delivery layer to provide an outcome.
Architectural Designs	An architecture design that traces back to requirements and parent documents such as Service Architecture Design, Statement of Intent and Strategy
Architectural Models	Architectural models using Archimate standard
High Level Designs	A document that describes at a logical level what is to be implemented and traces back to requirements or user stories
Low Level Designs	Documents aligned to HLDs that provide specific design aligned to tools, platforms, and configuration thereof
Cloud Governance Framework	Documented Governance Framework calling out the roles and responsibilities for all parties
Cloud Security Policies	Security Policy that must be adhered to when consuming the services offered approved by the CISO
Cloud Security Assessment	A documented assessment that, through questions and answers to output alignment to the security policy along with risk and impact. This can then be used by CISO to approve or reject customer environments
Dstl Digital Policy	Policy that must be adhered to when consuming or building out Cloud environments aligned to best practice. This will have a customer facing and service team focus. Examples are; Naming Policy, Tagging Policy etc.

Appendix 4 (Template Statement of Work)

N/A

Annex 1 to Statement of Work

Data Processing

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

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

Description	Details
Identity of Controller for each Category of Personal Data	<p>The Relevant Authority is Controller and the Supplier is Processor</p> <p>The Parties acknowledge that in accordance with paragraph 2 to paragraph 15 of Joint Schedule 11 (Processing Data) and for the purposes of the Data Protection Legislation, the Relevant Authority is the Controller and the Supplier is the Processor of the following Personal Data:</p> <ul style="list-style-type: none">• [Insert the scope of Personal Data for which the purposes and means of the Processing by the Supplier is determined by the Relevant Authority] <p>The Supplier is Controller and the Relevant Authority is Processor</p> <p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the Supplier is the Controller and the Relevant Authority is the Processor in accordance with paragraph 2 to paragraph 15 of Joint Schedule 11 (Processing Data) of the following Personal Data:</p> <ul style="list-style-type: none">• [Insert the scope of Personal Data which the purposes and means of the Processing by the Relevant Authority is determined by the Supplier] <p>The Parties are Joint Controllers</p> <p>The Parties acknowledge that they are Joint Controllers for the purposes of the Data Protection Legislation in respect of:</p> <ul style="list-style-type: none">• [Insert the scope of Personal Data which the purposes and means of the Processing is determined by the both Parties together] <p>The Parties are Independent Controllers of Personal Data</p> <p>The Parties acknowledge that they are Independent Controllers for the purposes of the Data Protection Legislation in respect of:</p> <ul style="list-style-type: none">• Business contact details of Supplier Personnel for which the Supplier is the Controller,• Business contact details of any directors, officers, employees, agents, consultants and contractors of Relevant Authority (excluding the Supplier Personnel) engaged in the performance of the Relevant Authority's duties under the Contract) for which

	<p>the Relevant Authority is the Controller,</p> <ul style="list-style-type: none"> • [Insert the scope of other Personal Data provided by one Party who is Controller to the other Party who will separately determine the nature and purposes of its Processing the Personal Data on receipt e.g. where (1) the Supplier has professional or regulatory obligations in respect of Personal Data received, (2) a standardised service is such that the Relevant Authority cannot dictate the way in which Personal Data is processed by the Supplier, or (3) where the Supplier comes to the transaction with Personal Data for which it is already Controller for use by the Relevant Authority] <p>[Guidance where multiple relationships have been identified above, please address the below rows in the table for in respect of each relationship identified]</p>
Duration of the Processing	[Clearly set out the duration of the Processing including dates]
Nature and purposes of the Processing	<p>[Be as specific as possible, but make sure that you cover all intended purposes.</p> <p>The nature of the Processing means any operation such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of data (whether or not by automated means) etc.</p> <p>The purpose might include: employment processing, statutory obligation, recruitment assessment etc.]</p>
Type of Personal Data	[Examples here include: name, address, date of birth, NI number, telephone number, pay, images, biometric data etc.]
Categories of Data Subject	[Examples include: Personnel (including volunteers, agents, and temporary workers), customers/ clients, suppliers, patients, students / pupils, members of the public, users of a particular website etc.]

Appendix 5

Confidentiality Undertaking

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

Employee:

Name of Employer:

MOD Contract/Task No:

Title:

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

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

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

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Contract, I shall notify the authorised representative of my Employer to ensure that they are stored, and access is controlled in accordance with my Employer's rules concerning third party confidential information.

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

Signed:

Date:

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Appendix 6

Security Aspects Letter

As attached separately

Appendix 7

N/A