

RM6098 Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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1. FRAMEWORK SCHEDULE 6 (ORDER FORM TEMPLATE AND CALL-OFF SCHEDULES)

Order Form

CALL-OFF REFERENCE: **711967452 - Defence DevSecOps Service (D2S)
Product Manager Resources**

THE BUYER: **Defence Digital, Digital Foundry Commercial**

BUYER ADDRESS Spur B2
Building 405
MOD Corsham
Westwells Road
Wiltshire
SN13 9NR

THE SUPPLIER: **Insight Direct (UK) Ltd**

SUPPLIER ADDRESS: The Technology Building,
Insight Campus,
Terry Street
Sheffield,
S9 2BU

REGISTRATION NUMBER: 02579852

DUNS NUMBER: 769387739

SID4GOV ID: **N/A**

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated 18th June 2024.

It's issued under the Framework Contract with the reference number RM6098 for the provision of Technology Products & Associated Service 2.

CALL-OFF LOT(S):

Lot 1 Hardware and Software and Associated Services

Framework Ref: RM6098
Project Version: v2.0
Model Version: v3.8

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CALL-OFF INCORPORATED TERMS

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

2. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
3. Joint Schedule 1 (Definitions and Interpretation) RM6098
4. Framework Special Terms
5. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6098
 - Joint Schedule 1 (Definitions)
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Joint Schedule 12 (Supply Chain Visibility)
 - Call-Off Schedules for RM6098
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details)
 - Call-Off Schedule 6 (ICT Services)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 14 (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 17 (MOD Terms)
 - Call-Off Schedule 18 (Background Checks)
 - Call-Off Schedule 20 (Call-Off Specification)
6. CCS Core Terms (version 3.0.11) as amended by the Framework Award Form
7. Joint Schedule 5 (Corporate Social Responsibility) RM6098

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.

CALL-OFF SPECIAL TERMS

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

Security Clearance - The Parties agree that the Supplier Rate Card set out in Schedule 5 (Pricing Details and Expenses Policy) Annex 2 (Supplier Rate Card) represents the Charges associated with the provision of staff with SC clearance. Should staff with DV clearance be required, any uplift will be dealt with in the relevant SoW.

CALL-OFF START DATE: **19th June 2024**

CALL-OFF EXPIRY DATE: **31st March 2025**

CALL-OFF INITIAL PERIOD: **9 Months**

CALL-OFF OPTIONAL

EXTENSION PERIOD: **2 x 3 Months (6 months in total)**

MINIMUM NOTICE PERIOD

FOR EXTENSION(S): **10 Working Days**

CALL-OFF CONTRACT VALUE: **£329,000.00 ex VAT (Capped T&M Limit of Liability)**

NOTICE PERIOD The notice period for the Supplier needed for Ending the Call-Off Contract is at least 30 Working Days from the date of written notice for undisputed sums (as per clause 10.1). The notice period for the Buyer is a maximum of 30 days from the date of written notice for Ending without cause (as per clause 10.2).

CALL-OFF DELIVERABLES

The Deliverables will be defined in each Statement of Work.

LOCATION FOR WORK

Hybrid work arrangement. Typically, the services can be delivered remotely, however there will be a requirement for the Product Managers to attend MOD Corsham (and other MOD sites) on an ad hoc basis when the business need arises.

DATES FOR DELIVERY

19th June 2024

TESTING OF DELIVERABLES

None

WARRANTY PERIOD

Framework Ref: RM6098
Project Version: v2.0
Model Version: v3.8

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Not applicable

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms.

The initial contract value will be **£324,000.00** (ex VAT, Limit of Liability), plus **£5,000.00** (ex VAT) for T&S. This incorporates Statement of Work (SOW) '01' in Annex 1. Without prior commitment, additional Statement of Works may be placed on the contract during the term with agreement between the Buyer and Supplier, increasing the value of the contract each occurrence totalling no more than 50% of the original contract value under regulation 72 of PCR 2015 .

BUYER's STANDARDS

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

Quality Standards

- a) No specific Quality Management system requirements are defined. This does not relieve the Supplier of providing conforming products under this contract. Certificate of Conformity shall be provided in accordance with DEFCON 627.
- b) No deliverable Quality Plan is required for reference DEFCON 602B.
- c) Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 – Quality Assurance Procedural Requirements – Concessions.
- d) Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 – Quality Assurance Procedural Requirements – Contractor Working Parties.

Technical Standards

The Supplier is expected to deliver the work using the most appropriate project management (e.g., Agile) and service management ITIL methodologies, as agreed within the team and in accordance with both the Government's Technology Code of Practice, and the Government Service Manual (where each applies).

CYBER ESSENTIALS SCHEME

The Buyer requires the Supplier, in accordance with Joint Schedule 13 (Cyber Essentials Scheme) to provide a Cyber Essentials Plus Certificate prior to commencing the provision of any Deliverables under this Call-Off Contract.

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CALL-OFF CHARGES

Capped Time and Materials (CTM) - maximum amount to be paid by the Buyer under a Time and Materials mechanism for the delivery of the Deliverables and the agreed scope.

Where non-UK Supplier Staff (including Subcontractors) are used to provide any element of the Deliverables under this Call-Off Contract, the applicable rate card(s) shall be incorporated into Call-Off Schedule 5 (Pricing Details and Expenses Policy) and the Supplier shall, under each SOW, charge the Buyer a rate no greater than those set out in the Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules) applicable rate card for the Supplier Staff undertaking that element of work on the Deliverables

REIMBURSABLE EXPENSES

Please refer to Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)

PAYMENT METHOD

Payment method	The payment method for this Call-Off Contract is CP&F .
Payment profile	The payment profile for this Call-Off Contract is monthly in arrears.
Invoice details	The Supplier will issue electronic invoices monthly in arrears. The Buyer will pay the Supplier within 30 days of receipt of a valid invoice.
Who and where to send invoices to	Invoices will be sent to electronically via CP&F in addition to a digital copy emailed to the named Project Manager on the Statement of Work (SOW) and Redacted Under FOIA Section 40, Personal Information
Invoice information required	All invoices must include the contract reference number, SOW number and title. Invoices must provide a full breakdown of the costs incurred for the Authority's review and approval. All T&S claims should be supported by valid receipts.
Invoice frequency	Invoice will be sent to the Buyer Monthly .

BUYER'S INVOICE ADDRESS:

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Redacted Under FOIA Section 40, Personal Information

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Redacted Under FOIA Section 40, Personal Information

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BUYER'S AUTHORISED REPRESENTATIVE

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

BUYER'S ENVIRONMENTAL POLICY

Not Applicable

BUYER'S SECURITY POLICY

Within the scope of the Call-Off Contract, the Supplier will provide only individuals holding Security Check (SC) security clearance. SC security clearance is required for duration of the contract. The Supplier is responsible for obtaining and maintaining security clearances.

The Supplier is required to produce a security policy as per Call-Off Schedule 9 (Security), within 20 days of contract award. This must be updated in line with specific Statement of Works (SOW), but this will be advised at the time of the SOW.

SUPPLIER'S AUTHORISED REPRESENTATIVE

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

SUPPLIER'S CONTRACT MANAGER

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

PROGRESS REPORT FREQUENCY

The following reporting obligations shall govern the Contract:

1.Contract Progress report – These reports must contain, but are not limited to, an overview of the current SOW portfolio, spend to date and evidence of performance against the KPI's. This report Shall:

- a. Be used as the basis of the discussions at the monthly Contract performance review meetings detailed in Condition 12 of the Contract.

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- b. b. Be delivered to the Authority's Project Manager two (2) business days before the monthly contract performance review meeting. Any delays will be subject to mutual approval.

2. Individual SOW reports – The Authority reserves the right to request monthly (or on a less frequent occurrence where indicated), reports for individuals SOWs. Details to what these reports must include will be specified in the SOW and agreed by both parties. Specific SOW reporting frequencies may vary and will be notified at the time.

3. The Supplier shall provide a Social Value Plan Report on a quarterly basis, demonstrating progress aligned with the Social Value Section under the Order Form.

4. The Supplier shall report to the Authority, on a quarterly basis, the knowledge transfer activity that has been conducted under this contract.

The provision of the reports by the Supplier and receipt by the Authority shall be in accordance with DEFCON 525. The reports shall not prejudice any rights or obligations of the Authority or the Supplier under the Contract.

PROGRESS MEETING FREQUENCY

An initial Kick-Off governance meeting will be held no later than twenty (20) working days from the Call-off Contract Start Date.

Subsequent Contract Progress meetings will be held Monthly. The Supplier shall attend progress meetings and provide Reports in accordance with the Progress Report Requirements for this contract.

Additional meetings required to ensure the proper performance of this Contract will be at the reasonable discretion of both parties.

The Authority's Project Manager or a nominated deputy, will chair all meetings (hereinafter the Chairperson).

The Supplier shall provide the secretariat for the meetings to take the minutes and record actions. A copy of the draft minutes shall be submitted by the Supplier to the Chairperson for approval no later than five (5) business days after each meeting. The Chairperson shall agree or amend the minutes in writing within five (5) business days of receipt of the draft.

Specific SOW progress meetings may vary and will be mutually agreed at the time.

KEY STAFF

Commercial Contact Details:

For the Buyer: [Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

For the

supplier [Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

Operations/Contract Management:

For the Buyer: [Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

For the

supplier [Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

[Redacted Under FOIA Section 40, Personal Information]

As the resources will be paying PAYE and National Insurance for the work completed on this contract an IR35 assessment has not been necessary.

Individuals provided by the Supplier to perform services under this Statement of Work are therefore requested to review the Status Determination Statement for this contract. Should they dispute the result of this determination, please contact [Redacted Under FOIA Section 40, Personal Information]

in the first instance. You will need to provide all the reasons why you believe the determination is wrong.

KEY SUBCONTRACTOR(S)

Concept Information Technology Ltd with registered office in Unit 10 Castle Court 2, Castlegate Way, Dudley, West Midlands, United Kingdom, DY1 4RH

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COMMERCIALLY SENSITIVE INFORMATION

The Supplier's Commercially Sensitive Information is detailed in Joint Schedule 4 (Commercially Sensitive Information).

SERVICE CREDITS

Not applicable

ADDITIONAL INSURANCES

In accordance with Annex: Required Insurances in Joint Schedule 3 (Insurance Requirements), the Supplier shall hold the required insurances from the Call-Off Contract Start Date.

GUARANTEE

Not applicable

SOCIAL VALUE COMMITMENT

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

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STATEMENT OF WORKS

During the Call-Off Contract Period, the Buyer and Supplier may agree and execute completed Statement of Works. Upon execution of a Statement of Work the provisions detailed therein shall be incorporated into the Call-Off Contract to which this Order Form relates.

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For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	Redacted Under FOIA Section 40, Personal Information	Signature:	Redacted Under FOIA Section 40, Personal Information
Name:	Redacted Under FOIA Section 40, Personal Information	Name:	Redacted Under FOIA Section 40, Personal Information
Role:	Redacted Under FOIA Section 40, Personal Information	Role:	Redacted Under FOIA Section 40, Personal Information
Date:		Date:	18/06/2024

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

Redacted Under FOIA Section 40, Personal Information

18/06/2024

Appendix 1

Annex 1 (Template Statement of Work)

1. STATEMENT OF WORK ("SOW") DETAILS	
<p>Upon execution, this SOW forms part of the Call-Off Contract (reference below).</p> <p>The Parties will execute a SOW for each set of Buyer Deliverables required. Any ad-hoc Deliverables requirements are to be treated as individual requirements in their own right and the Parties should execute a separate SOW in respect of each, or alternatively agree a Variation to an existing SOW.</p> <p>All SOWs must fall within the Specification and provisions of the Call-Off Contract.</p> <p>The details set out within this SOW apply only in relation to the Deliverables detailed herein and will not apply to any other SOWs executed or to be executed under this Call-Off Contract, unless otherwise agreed by the Parties in writing.</p>	
Date of SOW:	19 th June 2024
SOW Title:	Product Managers for the Defence DevSecOps Service (D2S)
SOW Reference:	01

Call-Off Contract Reference:	DF/159 – D2S PM Resources
Buyer:	Digital Foundry, Defence Digital, Ministry of Defence
Supplier:	Insight Direct UK Ltd
SOW Start Date:	19th June 2024
SOW End Date:	31 st March 2025
Duration of SOW:	9 Months
Key Personnel (Buyer)	<p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p>

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Key Personnel (Supplier)	Redacted Under FOIA Section 40, Personal Information Redacted Under FOIA Section 40, Personal Information
Subcontractors	Concept Information Technology Limited

2. CALL-OFF CONTRACT SPECIFICATION - PROGRAMME CONTEXT	
SOW Deliverables Background	<p><u>Background</u></p> <p>The Defence Digital Foundry is a new alliance of digital teams in the MoD. The Foundry will deliver digital services that help people in defence get things done - from the warfighter to the back office - and also deliver enabling tools and platforms that help other digital teams to deliver their services faster and better. Together with the digital teams of the Royal Navy, British Army and Royal Air Force and from other teams in MoD, the Foundry will pioneer new ways to exploit Defence's data, including Artificial Intelligence and other game-changing technologies, to ensure the UK keeps up with our allies and stays ahead of threats in an era of persistent competition and disruptive technology.</p> <p>The Defence DevSecOps Service (D2S) sits within the Ministry of Defence's Digital Foundry (Defence Digital) and provides its users with a streamlined and accelerated software delivery experience. The service spans across people, practices and platforms and is designed to deliver a shorter time to market and promote greater business agility and resilience. The flagship offering of D2S is a DevSecOps Platform which allows users to build, test and launch secure software as highly available cloud-native-services.</p>
Overview of Requirement	<p>This requirement is for two Redacted Under FOIA Section 40, Personal Information Product Managers to support workstreams within the Defence DevSecOps Service (D2S).</p> <p>The Product Managers are Redacted Under FOIA Section 40, Personal Information to fill a specialist skills gap to enable the continuation, growth, and maintenance of D2S.</p>
Accountability Models	<p><i>Please tick the Accountability Model(s) that shall be used under this Statement of Work:</i></p> <p><i>Sole</i></p> <p><i>Responsibility:</i></p> <p><input type="checkbox"/> <i>Self Directed</i></p>

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	<p>Team: <input type="checkbox"/></p> <p>Rainbow</p> <p>Team: <input checked="" type="checkbox"/></p>
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3. BUYER REQUIREMENTS – SOW DELIVERABLES

Outcome Description	<p>This requirement is for two Redacted Under FOIA Section 40, Personal Information</p> <p>Product Managers to support workstreams within the Defence DevSecOps Service (D2S).</p> <p>The Product Managers are Redacted Under FOIA Section 40, Personal Information</p> <p>- to fill a specialist skills gap to enable the continuation, growth, and maintenance of D2S.</p> <p><u>Scope of Requirement</u></p> <p>2 x Product Managers – Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p><u>Statement of Work</u></p> <p>Specific project activities will be directed as required according to Buyer's priorities, which will be communicated to the Supplier by a nominated MOD Civil Servant or nominated deputy. Agreed activities shall be logged and tracked via standard tools available, which shall be frequently reviewed and re-prioritised as appropriate.</p> <p>Nevertheless, the general outcomes to be completed by the Product Managers is contained below:</p>
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	<p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p>Redacted Under FOIA Section 40, Personal Information</p> <p><u>Work Location</u></p> <p>Hybrid work arrangement. Typically, the services can be delivered remotely, however there will be a requirement for the Product Managers to attend MOD Corsham (and other MOD sites) on an ad hoc basis when the <u>business need arises</u>.</p> <p><u>Expenses Policy</u></p> <p>Travel to MOD Corsham shall be inclusive in the day rates; any additional meetings outside of MOD Corsham will be subject to Travel & Subsistence (Terms and Conditions with rates can be found in the Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy).</p>
Delivery Plan	N/A
Dependencies	<p>The Buyer is responsible for:</p> <p>8. GRANTING ACCESS TO MOD PREMISES AND FACILITIES THAT ARE NECESSARY TO ENABLE THE SUPPLIER TO PROVIDE THE SERVICES AS SPECIFIED WITHIN THIS CALL-OFF CONTRACT STATEMENT OF WORK; AND</p> <p>9. PROVISION OF MODNET ACCESS (INCLUDING A MODNET LAPTOP).</p> <p>10. IT IS ACKNOWLEDGED THAT MODNET LAPTOPS WILL ONLY BE ACCESSIBLE TO THOSE WITH SC CLEARANCE.</p>
Supplier Resource Plan	N/A

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Security Applicable to SOW:	<p>The Supplier confirms that all Supplier Staff working on Buyer Sites and on Buyer Systems and Deliverables, have completed Supplier Staff Vetting in accordance with Paragraph 6 (Security of Supplier Staff) of Part B – Annex 1 (Baseline Security Requirements) of Call-Off Schedule 9 (Security).</p> <p>Within the scope of the Call-Off Contract Statement of Work, the Supplier will provide individuals holding current SC security clearance; evidence of which is to be provided prior to the start date.</p>
Cyber Essentials Scheme	<p>The Buyer requires the Supplier to have and maintain a Cyber Essentials Plus Certificate for the work undertaken under this SOW, in accordance with Joint Schedule 13 (Cyber Essentials Scheme).</p>
SOW Standards	<p><u>Quality Standards</u></p> <p>a) No specific Quality Management system requirements are defined. This does not relieve the Supplier of providing conforming products under this contract. Certificate of Conformity shall be provided in accordance with DEFCON 627.</p> <p>b) No deliverable Quality Plan is required for reference DEFCON 602B.</p> <p>c) Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 – Quality Assurance Procedural Requirements – Concessions.</p> <p>d) Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 – Quality Assurance Procedural Requirements – Contractor Working Parties.</p> <p><u>Technical Standards</u></p> <p>The Supplier is expected to deliver the work using the most appropriate project management (e.g., Agile) and service management ITIL methodologies, as agreed within the team and in accordance with both the Government's Technology Code of Practice, and the Government Service Manual (where each applies).</p>
Performan ce Managem ent	<p>Performance Management of this Statement of Work shall be in accordance with Call-Off Schedule 14 (Service Levels and Balanced Scorecard).</p> <ol style="list-style-type: none"> 1. The following additional requirements shall apply: <ol style="list-style-type: none"> 1.1 The Supplier-provided resources shall be to the standard of skill and experience reasonably expected to deliver the Services. Acting reasonably, the Buyer may request the replacement of any resource it considers to be falling below, or to have fallen below, the standard that would be reasonably expected in technical delivery and/or professionalism required to deliver the Services. The Supplier shall use all reasonable endeavours to provide a suitable alternative resource to replace such rejected resource at no additional cost to the Buyer, with the proposed replacement identified to the Buyer for its comment prior to their commencement in support of the Contract.

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	<p>2.1 Should the Supplier wish to change/replace resources delivering the Services during the term of the Contract, it shall engage with the Authority to advise of its proposed replacement(s) with a minimum notice period of 30 days, including their standards and skills and experience to safeguard delivery of the Services.</p>						
Additional Requirements	<p>The onboarding plan for this Call-Off Contract is:</p> <p>The MOD site team shall allow access to MOD Corsham site providing the correct SC clearance documents are received and approved. The following information will need to be provided to support on-boarding, including providing staff details including:</p> <p>Full Name Date of Birth Nationality DV / Security Clearance start date and end date (if applicable; and Vehicle registration no.</p> <p>The offboarding plan for this Call-Off Contract is to be agreed no less than 1 month from the Statement of Work end date.</p>						
Key Supplier Staff	<p>Please provide the names and email addresses of any Key Supplier Staff for this Statement of Work.</p> <table border="1"> <thead> <tr> <th>Name</th><th>Email Address</th></tr> </thead> <tbody> <tr> <td>Redacted Under FOIA Section 40, Personal Information</td><td>Redacted Under FOIA Section 40, Personal Information</td></tr> <tr> <td>Redacted Under FOIA Section 40, Personal Information</td><td>Redacted Under FOIA Section 40, Personal Information</td></tr> </tbody> </table>	Name	Email Address	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information
Name	Email Address						
Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information						
Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information						
Worker Engagement Status	<p>IR35</p> <p>As the resources will be paying PAYE and National Insurance for the work completed on this contract an IR35 assessment has not been necessary.</p>						

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	<p>Individuals provided by the Supplier to perform services under this Statement of Work are therefore requested to review the Status Determination Statement for this contract. Should they dispute the result of this determination, please contact Redacted Under FOIA Section 40, Personal Information</p> <p>in the first instance. You will need to provide all the reasons why you believe the determination is wrong.</p>
<p>SOW Reporting Requirements:</p>	<p>Further to the Supplier providing the management information detailed in Call-Off Schedule 15 (Call-Off Contract Management), the Supplier shall also provide the following additional management information under and applicable to this SOW only:</p> <p>Knowledge Transfer</p> <p>In accordance with Clause 1 (Knowledge Transfer) of KPI 4: Agile Delivery (in 'Call-Off Schedule 14B (Service Levels and Balanced Scorecard)'):</p> <ol style="list-style-type: none"> 1. The Contractor shall report (be that written or oral) to the Authority, at the end of each 'service block' (namely, every 2 sprints), the knowledge transfer activity that has been conducted under this contract. The Knowledge Transfer report, as detailed above, shall consist of any combination of the following: <ol style="list-style-type: none"> a. Evidence of delivery of the ongoing knowledge transfer to MOD crown servants as part of the contract; b. Evidence of collaboration between contract workstream leads and their MOD client counterpart of how they have shaped and agreed an appropriate amount and type of knowledge transfer; and c. Evidence of promotion and oversight of knowledge transfer with captured examples of knowledge transfer, and evidence of regular feedback to improve the value of knowledge transfer to MOD. 2. Knowledge transfer includes, but is not limited to, technical and personal development areas; and may be in various forms including coaching, mentoring, training, presentations, show & tell sessions, attending communities of practice meeting, etc.

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4. CHARGES						
Call Off Contr act Charg es	The applicable charging method(s) for this SOW is Capped Time & Materials .					
	The breakdown of the Charges is:					
	Role		SFIA Level	Day Rate (£ ex VAT)	Max Days	Total (£ ex VAT)
	Lead Product Manager		Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information
	Lead Product Manager		Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information	Redacted Under FOIA Section 40, Personal Information
	T&S					£5,000
	Total Resource Value and T&S (Time and Materials) Limit of Liability (ex VAT)					£329,000
The Charges detailed in the financial model shall be invoiced in accordance with Clause 4 of the Call-Off Contract. Using the TePAS2 Lot 1 route to market therefore we have agreed a slight reduction on the day rate to enable us to utilise this framework agreement.						
Rate Cards Applica ble	In accordance with the Rate Card in Annex 2 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)					
	SFIA level					
			SFIA 3	SFIA 4	SFIA 5	SFIA 6
			Day Rate (ex VAT)	Day Rate (ex VAT)	Day Rate (ex VAT)	Day Rate (ex VAT)
	Product Delivery Job Family	Product Manager				

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					Redacted Under FOIA Section 40, Personal Information	
Financial Model	N/A					
Reimbursable Expenses	<p>In accordance with the Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)</p> <p>Expenses Policy</p> <p><u>T&S limits</u></p> <p>All T&S must be approved by the Buyer's Project Manager or nominated DD representative prior to bookings being made/or costs incurred. Failure to secure prior acceptance will result in the rejection of associated T&S costs and invoices. The Day Rate <i>includes</i> the cost of T&S associated with being based in MOD Corsham.</p> <p><u>Travel:</u></p> <p><u>Allowance TypeRate</u></p> <p>Public TransportEconomy only Motor</p> <p>Mileage Allowance</p> <ul style="list-style-type: none"> - Up to 10000 miles 45p per mile - Over 10000 miles25p per mile <p>Motorcycle Allowance24p per mile</p> <p><u>Subsistence:</u></p> <p>You can claim Receipted expenditure, within the detailed limits below. These are not flat-rate payments but ceilings for actual expenditure incurred. The ceilings therefore are not cumulative and apply only to the specific element of the claim. Supplier must obtain and retain itemised receipts for all claims.</p> <p><u>Allowance TypeRate</u></p> <p>Over 5 hours£5.00</p> <p>Over 10 hours£10.00</p> <p>Over 12 Hours£15.00 Evening</p> <p>Meal (overnight stay) £22.50</p> <p>Breakfast (where not included)</p>					

RM6098 Framework Schedule 6 (Order Form Template and Call-Off Schedules)

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	£10.00 Alcohol: Cannot be claimed for.
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5. SIGNATURES AND APPROVALS**Agreement of this SOW**

BY SIGNING this Statement of Work, the Parties agree that it shall be incorporated into Appendix 1 of the

Order Form and incorporated into the Call-Off Contract and be legally binding on the Parties:

For and on behalf of the Supplier	Name: Redacted Under FOIA Section 40, Personal Information Title: Redacted Under FOIA Section 40, Personal Information Date: Redacted Under FOIA Section 40, Personal Information Signature: Redacted Under FOIA Section 40, Personal Information
For and on behalf of the Buyer	Name: Redacted Under FOIA Section 40, Personal Information and title: Redacted Under FOIA Section 40, Personal Information Date: Redacted Under FOIA Section 40, Personal Information Signature Redacted Under FOIA Section 40, Personal Information