

**Call-Off Schedule 4 (Call-Off Tender)**

Call-Off Ref:

Crown Copyright 2021

**Call-Off Schedule 4 (Call Off Tender)****Supplier's Bid as per the Qualification and Technical Envelope on the Jaggaer e-Sourcing portal:****Qualification**

Information Only	
Organisation Details	Response
Full name of Bidding Supplier (this should be the same legal entity that signed the CCS Framework Award Agreement)	Kainos Software Ltd
Type of Organisation (e.g. SME, Limited Company)	Limited Company
Registered Office Address	4-6 Upper Crescent, Belfast, BT7 1NT
Company Registration Number	NI019370
DUNS Number	23-278-7408
VAT Registration Number	180158418
Contact Details	Response
Name of Contact Person authorised to handle enquiries about this Further Competition	Redacted under FOIA Section 40, Personal Information
Job Role	Head of Presales
Contact Number	Redacted under FOIA Section 40, Personal Information
Email Address	Redacted under FOIA Section 40, Personal Information
Immediate Parent Company (If Applicable)	Response
Full name of the immediate Parent Company	Kainos Group PLC
Registered Office Address	2nd Floor, 21 Farringdon Road, Clerkenwell, London, EC1M 3HA
Company Registration Number	9579188
DUNS Number	220862244
VAT Number	180158418
Ultimate Parent Company (If Applicable)	Response
Full name of the Ultimate Parent Company	N/A
Registered Office Address	

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Company Registration Number	
DUNS Number	
VAT Number	
<b>Sub-Contractor Details</b>	<b>Response</b>
Full Name	cloudThing Limited, trading as Kerv Digital
Registered Office Address	18 High Street, Longbridge, Birmingham B31 2UQ
Type of Organisation (e.g. SME, Limited Company)	Limited Company
Company Registration Number	7510381
DUNS Number	217108519
VAT Number	152340739
Services to be provided by the Sub-Contractor. Please confirm if the sub-Contractor will be the Service Provider)	Specialist partner providing project life cycle and support services for Microsoft Dynamics and the Power Platform.

**Conflicts of interest identified and requiring disclosure?**

Where conflicts of interest have been identified, we require that any potential, actual or perceived conflicts of interest in respect of this Bid Pack are set out in your response, together with an outline of the safeguards that would be put in place to mitigate the risk of actual or perceived conflicts arising

#	Conflict of Interest detail	Mitigation safeguards
1	N/A	<b>N/A</b>
2		

**Mandatory Criteria**

**Please Note** The following questions are Pass/Fail questions. If you respond 'Yes' to any of the questions below, that response will be marked as a 'Pass'. If you respond 'No' to any of the below, that response will be marked as a 'Fail'. Therefore, if you are unable or unwilling to respond 'Yes', your response will be deemed non-compliant and your bid will no longer be considered.

<b>Affirmation</b>	<b>Response</b>
Do you accept the competition rules as described in Attachment 1 – About the Procurement?	Yes
Have you read, understood and accepted the Bid Pack and all associated attachments, specifically <b>Attachment 3</b> - Statement of Requirements?	Yes

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Do you agree, without caveats or limitations, that in the event that you are successful, <b>Attachment 5</b> - Terms and Conditions will govern the provision of this contract and that you fully accept the Call-Off Order Form, Call-Off Schedules Call-Off Terms and Conditions, and our Commercial Principles with no requirement for amendment or mark-ups?	Yes
Do you confirm your Organisation's e-Sourcing suite profile is complete and accurate at the time the bid closed and that any amendments made following acceptance of this event will be notified to the buyer in writing?	Yes
Do you confirm that your bid does not exceed the maximum Day Rates of the RM6263 Framework?	Yes
Do you confirm that Cyber Essentials Plus is held by the Primary Supplier and any sub-contractor that working with DVSA Data.	Yes
Do you confirm that, if awarded this contract, any individual (including sub-contractors) working on the delivery of this contract holds a valid Baseline Personnel Security Standard (BPSS) check, or equivalent for any individuals offshore?	Yes
In line with Procurement Policy Note (PPN) 06/21, please confirm that you have detailed your environmental management measures by completing and publishing a Carbon Reduction Plan which meets the required reporting standard.	Yes
<a href="#">Link to PPN 06/21</a>	
Please confirm that your organisation is taking steps to reduce your GHG Emissions over time and is publicly committed to achieving Net Zero by 2050.	Yes
Please submit a copy of your most recently published Carbon Reduction Plan.	Upload attachment against question within the Qualification Envelope

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Please confirm that your organisation is compliant with the provisions of section 54, Modern Slavery Act 2015? If your organisation is not within scope, please respond 'Yes'	Yes
Please confirm that your organisation's policies and procedures are compliant with the provision of the Equality Act 2010, and that you agree, if awarded this Contract, you will abide by accessibility requirements (including the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 and the Equality Act 2010), as well as Accessibility Standards?	Yes
<b>Technical Criteria</b>	
<b>Please Note</b> Some of the following questions are Pass/Fail questions. If you respond 'Yes' to any of the questions below, that response will be marked as a 'Pass'. If you respond 'No' to any of the below, that response will be marked as a 'Fail'. Therefore, if you are unable or unwilling to respond 'Yes', your response will be deemed non-compliant and your bid will no longer be considered.	
Criteria	Response
Do you confirm that your organisation, and sub-contractor if applicable, hold Microsoft Gold Partner accreditation (on the old Partner Certification framework).	Yes

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The supplier will have been a Gold Partner on the old Partner Certification framework and will be able to demonstrate an attainment (or progress towards attainment before starting) on the new Microsoft Cloud Partner programme.

Kainos and Kerv were both Microsoft Gold Partners in the following competencies:

- Application Development (both)
- Application Integration (both)
- Cloud Platform (both)
- Data Platform (both)
- Data Analytics (both)
- DevOps (both)
- Datacenter (Kainos)
- Cloud Productivity (Kerv)
- Cloud Business Applications (Kerv)
- Small and Midmarket Cloud Solutions (Kerv)

As of November 2022, Kainos / Kerv have attained Microsoft Solutions Partner in:

- Digital & App Innovation (both)
- Data & AI (both)
- Infrastructure (both)
- Security (Kainos)

Kainos is currently tracking as a recognised Solution Partner for Business Applications

Kerv is currently tracking as a recognised Solution Partner for Business Applications, Modern Workplace and Security

Do you confirm that the personnel you propose to deliver this contract have capability in the services and software listed in Attachment 3 - Statement of Requirements, specifically under section 'Existing Services and Software'?

Yes

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DVSA will require bidders to provide a full set of roles and functions to deliver prioritised applications thorough SOW's, associated training, CI and knowledge/skills transfer to DVSA resources. Please upload the CVs of the individuals anticipated to work on the delivery of this contract to demonstrate their capability in the services and software listed in Attachment 3 - Statement of Requirements, specifically under section 'Existing Services and Software'. Please ensure that indicative CVs are aligned with the statmenet of requirmenets and clearly indicate which CVs relate to which entries in the rate card.

Should the CVs demonstrate that there is capability to deliver all of the capabilities within Attachment 3 - Statement of Requirements, a Pass mark will be allocated. If the CVs do not demonstrate that there is capability to deliver all of the capabilities within Attachment 3 - Statement of Requirements, a Fail mark will be allocated.

Upload attachment against question within the Qualification Enevelope

Commercially Sensitive Information - Information Only

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Please provide details of any commercially sensitive information within your bid and confirm why it is commercially sensitive.

Kainos considers that the following information provided in this document is exempt from disclosure under the Freedom of Information Act 2000 (FOI):  
The CVs of staff qualify under the "Personal Information Exemption (s.40)" of the Freedom of Information Act and are exempt from disclosure under the Data Protection Act 1998. The Period for which this information should be confidential is the lifetime of the Data Subject.  
Rate and pricing information is confidential and commercially sensitive and covered by the 'Commercial Interests' exemption (s.43) of the FOI, as the release of this information is likely to prejudice the commercial interests of Kainos and is likely to adversely affect its (and the Customer's) future negotiating position. The period that this information should be confidential for should be 5 years.

#### Carbon Reduction Plan

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Carbon Reduction Plan Template

Supplier name: Kainos Software Limited

Publication date: 31 August 2022

Commitment to achieving Net Zero

Kainos Software Limited is committed to achieving Net Zero emissions by 2025.

Baseline Emissions Footprint

Baseline emissions are a record of the greenhouse gases that have been produced in the past and were produced prior to the introduction of any strategies to reduce emissions. Baseline emissions are the reference point against which emissions reduction can be measured.

Baseline Year: 2019/20	
Additional Details relating to the Baseline Emissions calculations.	
Kainos' 2019/20 Annual Report measured a subset of our scope 3 emissions, however since then we have been able to measure our entire footprint and used this to establish our baseline year footprint. This footprint was used as the basis for the establishing of Science Based Targets for our Carbon Net Zero reduction plan.	
Baseline year emissions:	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	49
Scope 2	152
Scope 3 (Included Sources)	6057
Total Emissions	6258

Current Emissions Reporting

Reporting Year: 2021/22	
EMISSIONS	TOTAL (tCO <sub>2</sub> e)
Scope 1	69
Scope 2	51
Scope 3 (Included Sources)	834
Total Emissions	954

Emissions reduction targets

In order to continue our progress to achieving Net Zero by 2025, we have adopted the following carbon reduction targets which were approved by the SBTi in June 2022.

We project that for combined Scope 1 & 2 carbon emissions will decrease to 60.3 tCO<sub>2</sub>e by 2025. This is a reduction of 70%.

We project that Scope 3 carbon emissions will decrease by 45% on a relative intensity basis per 1000 GBP of gross profit by 2025.



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### Carbon Reduction Projects

#### Completed Carbon Reduction Initiatives

The following environmental management measures and projects have been completed or implemented since the 2020 baseline. The carbon emission reduction achieved by these schemes equate to 1,833 tCO<sub>2</sub>e, a 29% reduction against the 2020 baseline and the measures will be in effect when performing the contract.

1. Our Belfast HQ underwent a major refurbishment in 2020, during which we adopted low-energy, long-life LED lighting and PIR lighting controls. This is estimated to have cut our HQ energy consumption on lighting by around 80%.
2. As part of our ongoing office consolidation programme, we terminated the lease on one of our under-utilised premises, so reducing our overall premises emission footprint.
3. We have been carbon neutral since 2021, investing in high-quality projects (VCS and Gold Standard) for all direct and indirect emissions. In 2022 this includes carbon sequester of 14% (663 tCO<sub>2</sub>e) for Kainos Software Ltd.
4. We now have fully verified SBTi near-term net zero targets and are a signatory of both The Climate Pledge and the Business Ambition for 1.5°C Campaign.
5. We have introduced a new "Activity Based Working policy" to support reduced business travel and employee commuting post-pandemic, with increased home working and fewer client-site meetings. We also opened discussions with our customers on future hybrid working models with a view to reducing the amount of on-site presence and travel required. These steps have driven significant business travel and employee commuting emission reductions since 2021.
6. We introduced an Electric Vehicle leasing plan in 2021 to support employees in transitioning to lower-polluting transportation.

In the future we plan to implement further measures such as:

1. Complete movement of all our operations to 100% renewable energy suppliers and continued reduction of energy consumption across our estate.
2. Incorporating sustainability principles into the development of the new Kainos Belfast HQ.
3. Continuing to reduce post-pandemic business travel and commuting in collaboration with customers and employees.
4. Electrifying our fleet, which currently consists of fewer than 10 vehicles (Note: these are all outside of the UK).
5. Structured staff education in climate issues to build awareness and activism in our employee base.
6. Developing technology-led solutions to measure and reduce emissions for Kainos, our customers and our supply chain.
7. Continuing to invest in carbon sequestration for unavoidable emissions, until we are removing all our residual emissions in 2025.

### Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard<sup>1</sup> and uses the appropriate Government emission conversion factors for greenhouse gas company reporting<sup>2</sup>.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard<sup>3</sup>.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

**Signed on behalf of the Supplier:**

Redacted under FOIA Section 43, Commercially Sensitive Information

<sup>1</sup> <https://ghgprotocol.org/corporate-standard>

<sup>2</sup> <https://www.gov.uk/government/collections/government-conversion-factors-for-company-reporting>

<sup>3</sup> <https://ghgprotocol.org/standards/scope-3-standard>

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### **Technical**

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### **Cultural Fit**

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### **Social Value**

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Framework Ref: RM6263

Project Version: v1.0

Model Version: v3.1