

DATED 03 MARCH 2017

CONTRACT C-20-0317-IS

FOR

DEVELOPMENT OF DELIVERY OF SHAREPOINT SERVICES

BETWEEN

MONITOR

AND

CORE TECHNOLOGY

Final March 2017

- 1.2. Clause, Schedule and paragraph headings shall not affect the interpretation of the Contract.
- 1.3. A reference to any party shall include that party's personal representatives, successors and permitted assignees.
- 1.4. In the event of any conflict between the Contract and the Schedules, the Contract shall take precedence. In the event of any conflict between the Terms and Conditions and the Service Order, the Service Order shall take precedence.

2. COMMENCEMENT AND DURATION

- 2.1 The Contract shall be deemed to have commenced on 17th March 2017 and shall continue, unless terminated earlier in accordance with the Terms and Conditions and till 15th May 2017 unless both parties agree to vary the contract and extend to a maximum period of 2 months.

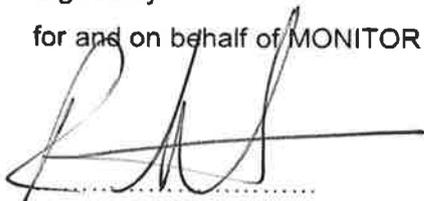
3. THE SERVICES

- 1.1. The Contractor shall provide the Services in accordance with the Timetable, the Service Levels and the Terms and Conditions.
- 1.2. The Services shall be provided by the following individuals unless agreed otherwise in writing by the parties:
 - Serkant Samurkas, Senior SharePoint Developer
 - Mark Potter, Senior SharePoint Consultant
 - Paul Saer, Central Government Sector Manager
- 1.3. The Services shall be delivered at Wellington House, 133-155 Waterloo Road, London, SE1 8UG and at such other locations as are necessary or appropriate.

4. TERMS AND CONDITIONS

The Terms and Conditions shall apply to the provision of the Services.

Signed by
for and on behalf of MONITOR



Name: ROBERT ALEXANDER

Position: DEPUTY CEO / EXECUTIVE DIRECTOR OF RESOURCES

Date: 3/4/17

Signed by
for and on behalf of Core Technology



Name: C. CALLANAN

Position: C.E.O.

Date: 27-03-17

- "Monitor Background" means Background owned by Monitor;
 - "Monitor Foreground" means all Foreground other than intellectual ideas, methodologies, designs, know-how and computer software provided that these are not specified to be a Deliverable;
 - "Monitor Premises" means any land or buildings or premises owned or occupied by Monitor;
 - "Monitor Property" means anything issued or otherwise furnished in connection with the Contract by or on behalf of Monitor, including but not limited to information, schedules, documents, papers and other materials provided in whatever form;
 - "Monitor Purposes" means each and every purpose for which Monitor was established, as amended from time to time;
 - "Phase End" means the date on which Monitor deems that the completion of all relevant Services and the provision of all applicable Deliverables required under a Phase (as set out in the Service Order) by the Contractor has taken place;
 - "Phases" means, in relation to each Service Order, the separate phases of work for completing the Services as identified in that Service Order;
 - "Relevant Claim" means a claim against, or notification of an intention to make a claim against, either the Contractor or Monitor which may reasonably be considered as likely to give rise to a liability under the indemnity in Condition 23.8;
 - "Replacement Services" means services, substantially similar to any of the Services, received (or to be received in a subsequent Phase) by Monitor in substitution for any of the Services following termination of the Contract;
 - "Replacement Supplier" means a replacement supplier or a third party service provider of Replacement Services appointed by Monitor from time to time;
 - "Services" means the services to be supplied under the Contract;
 - "Third Party Background" means Background not owned by Monitor or the Contractor;
 - "Use" means use, sub-license, transfer, exploit, transfer physically, amend, modify, enhance, prepare derivative works, reproduce or disclose to the public free of charge and without time limit.
 - "User Organisation" means an organisation or entity which operates within the UK health sector.
- (2) The interpretation and construction of the Contract shall be subject to the following provisions:
- a. a reference to any statute, enactment, order, regulation or similar instrument shall be construed as a reference to the statute, enactment, order, regulation or instrument as subsequently amended or re-enacted;

or by its employees, agents or sub-contractors, whether or not arising from their performance of the Contract and wherever occurring.

- (5) Condition 4(4) shall not apply where the Contractor is able to show that any such loss, destruction or damage was not caused or contributed to by its negligence or default or the negligence or default of its employees, agents or sub-contractors.

5. Waiver

- (1) The failure or delay by either party to exercise any right or remedy under the Contract or these Conditions shall not constitute a waiver of that right or remedy.
- (2) No waiver shall be effective unless it is communicated to the other party in writing.
- (3) A waiver of any right or remedy arising from a breach of the Contract shall not constitute a waiver of any right or remedy arising from any other breach of the Contract.

6. Severability

- (1) If any Condition, clause or provision of the Contract not being of a fundamental nature is held to be unlawful, invalid or unenforceable by a court in any proceedings relating to the Contract, the validity or enforceability of the remainder of the Contract shall not be affected.

7. Confidentiality

- (1) The Contractor agrees not to disclose any Confidential Information to any third party without the prior written consent of Monitor. To the extent that it is necessary for the Contractor to disclose Confidential Information to its staff, agents and sub-contractors, the Contractor shall ensure that such staff, agents and sub-contractors are subject to the same obligations as the Contractor in respect of all Confidential Information.
- (2) Condition 7(1) shall not apply to information which:
 - a. is or becomes public knowledge (otherwise than by breach of the Contract or these Conditions);
 - b. is in the possession of the Contractor, without restriction as to its disclosure, before receiving it from Monitor;
 - c. is required by law to be disclosed.
- (3) The obligations contained in this Condition 7 shall continue to apply for a period of six years after the expiry or termination of the Contract.
- (4) The Contractor shall not handle or examine or use or remove from Monitor's Premises any Monitor Property or any other document or thing which relates to Monitor's functions or activities without the prior written consent of Monitor.
- (5) Except with the prior consent in writing of Monitor, the Contractor shall not make use of the Contract or any Confidential Information otherwise than for the purposes of carrying out the Services.

- (2) Any over-payment by Monitor to the Contractor whether in respect of the Contract Price or Value Added Tax or expenses shall be a sum of money recoverable from the Contractor pursuant to Condition 11(1) above or otherwise.

12. Value Added Tax

- (1) Monitor shall pay to the Contractor, in addition to the Contract Price, a sum equal to any Value Added Tax chargeable on the value of the Services in accordance with the Contract.
- (2) The Contractor shall, if so requested by Monitor, furnish such information as may reasonably be required by Monitor relating to the amount of Value Added Tax chargeable on the Services.

13. Provision of the Services

- (1) The Contractor shall provide the Services in accordance with and as specified in the Contract to the satisfaction of Monitor. Monitor shall have the power to inspect and examine the performance of the Services on Monitor's premises and at the Contractor's premises at any reasonable time or, provided that Monitor gives reasonable notice to the Contractor, at any other premises where any part of the Services is being performed.
- (2) If Monitor informs the Contractor that Monitor considers all or any part of the Services to be inadequate or in any way differing from the Services required under the Contract, and this is other than as a result of default or negligence on the part of Monitor, then the Contractor shall at its own expense re-schedule and re-perform the Services correctly within such reasonable time as may be specified by Monitor.
- (3) If the performance of the Contract by the Contractor is delayed by reason of any act on the part of Monitor or by industrial dispute (other than by an industrial dispute occurring within the Contractor's or its sub-contractor's organisations) or any other cause which the Contractor could not have prevented because they were events beyond its reasonable control, then the Contractor shall be allowed a reasonable extension of time for completion, to be determined by Monitor, subject to the Contractor both immediately notifying Monitor of the act or cause of delay in question and taking all steps to overcome the circumstances as far as possible. For the purposes of this Condition, the Contractor will be deemed to have been able to prevent causes of delay that are within the reasonable control of the Contractor's staff, agents and sub-contractors.
- (4) Where stated in the Contract, timely provision of the Services shall be of the essence of the Contract, including in relation to commencing the provision of the Services within the time agreed or on a date specified by Monitor.
- (5) The Contractor warrants that it shall provide the Services with all due skill, care and diligence, and in accordance with good industry practice.
- (6) Without prejudice to the provisions of Condition 11, the Contractor shall reimburse Monitor for all reasonable costs incurred by Monitor which have arisen as a direct consequence of the Contractor's failure or delay in the performance of the Contract (which the Contractor had failed to remedy after being given reasonable notice by

- (3) If the Contractor fails to comply with Condition 15(2) and if Monitor decides that such failure is prejudicial to its interests, then Monitor may immediately terminate the Contract by notice in writing to the Contractor, provided that such termination shall be without prejudice to any accrued rights of, or to any rights that shall accrue thereafter to, Monitor.

17. Indemnities and Insurance

- (1) The Contractor shall indemnify and hold Monitor harmless on demand against the Contractor's breach of contract or duty (whether arising in negligence, tort, statute or otherwise and whether direct or indirect) or that of its employees, agents or sub-contractors in respect of:
 - a. any losses incurred due to death or personal injury;
 - b. any loss, damage, destruction, injury or expense suffered by Monitor (including but not limited to loss or destruction of or damage to Monitor's Premises or Monitor's Property, including data);
 - c. all claims, demands, proceedings, actions, damages, costs (including legal costs), losses, charges, expenses suffered by or brought against Monitor, including claims made by Monitor's staff or agents or by third parties; and
 - d. any other loss, destruction or damage, including but not limited to financial losses arising.
- (2) The Contractor shall indemnify Monitor against all claims, demands, proceedings, actions, damages, costs (including legal costs), losses, charges, expenses and any other liabilities arising from or incurred by reason of any infringement or alleged infringement of any third party's Intellectual Property Rights used by or on behalf of the Contractor for the purpose of the Contract, provided that any such infringement or alleged infringement is not knowingly caused by, or contributed to, by any act of Monitor.
- (3) The Contractor shall effect with a reputable insurance company a policy or policies of insurance providing an adequate level of cover in respect of all risks which may be incurred by the Contractor in respect of the indemnities provided under the Contract, which in any event shall not be less than £1,000,000 per incident or series of related incidents, and shall at the request of Monitor produce the relevant policy or policies, together with receipt or other evidence of payment of the latest premium due thereunder.
- (4) Nothing in these Conditions or in any part of the Contract shall impose any liability on any member of the staff of Monitor or its representatives in their personal capacity.
- (5) Nothing in these Conditions excludes Monitor's liability for fraudulent misrepresentation or for death or personal injury resulting from its negligence.
- (6) Monitor agrees to give the Contractor prompt notice in writing of any claim known to it that will be made or is threatened or is being brought against it in respect of the indemnities provided under these conditions, and to take all reasonable steps to mitigate the amount of its loss and its consequent claim under such indemnities

18 Termination for Insolvency or Change of Control.

- (1) The Contractor shall notify Monitor in writing immediately upon the occurrence of any of the following events:
 - a. where the Contractor is an individual, if a petition is presented for his/her bankruptcy, or he/she makes any composition or arrangement with or for the

21. Dispute Resolution

- (1) Subject to specific provisions within the Contract which provide for the determination of disputes, the parties shall attempt in good faith to negotiate a settlement to any other dispute between them arising out of or in connection with the subject matter of the Contract.
- (2) If the parties cannot resolve the dispute pursuant to Condition 20(1), either party may at any time serve written notice on the other, stating that a dispute exists and setting out the matters in dispute and the dispute may then, by agreement between the parties, be referred to mediation pursuant to Condition 20(4).
- (3) The performance of the Services shall not cease or be delayed by the reference of a dispute to mediation pursuant to Condition 20(2).
- (4) If the parties agree to refer the dispute to mediation:
 - a. in order to determine the person who shall mediate the dispute (the "Mediator") the parties shall by agreement choose a neutral adviser or mediator within 30 days after agreeing to refer the dispute to mediation;
 - b. the parties shall within 14 days of the appointment of the Mediator meet with the Mediator in order to agree a programme for the exchange of all relevant information and the structure to be adopted for negotiations to be held. If considered appropriate, the parties may at any stage seek assistance from the Centre for Effective Dispute Resolution to provide guidance on a suitable procedure;
 - c. unless otherwise agreed, all negotiations connected with the dispute and any settlement agreement relating to it shall be conducted in confidence and without prejudice to the rights of the parties in any future proceedings;
 - d. if the parties reach agreement on the resolution of the dispute within 60 days of the Mediator being appointed, or such longer period as may be agreed between the parties, the agreement shall be reduced to writing and shall be binding on the parties once it is signed by both Monitor and the Contractor;
 - e. failing agreement within 60 days of the Mediator being appointed, or such longer period as may be agreed between the parties, either of the parties may invite the Mediator to provide a non-binding but informative opinion in writing. Such an opinion shall be provided on a 'without prejudice' basis and shall not be used in evidence in any proceedings relating to the Contract without the prior written consent of both parties;
- (5) If the parties do not agree to refer the dispute to mediation within 30 days of receipt of the notice described in Condition 20(2), or if, having agreed to refer the dispute to mediation the parties fail to reach agreement as to who shall mediate the dispute pursuant to Condition 20(4)(a) within 30 days of agreeing to refer the dispute to mediation or if they fail to reach agreement in the structured negotiations within 60 days of the Mediator being appointed or such longer period as may be agreed by the parties, then any dispute or difference between them may be referred to the courts.

22. Conflict of Interest

- (1) The Contractor shall ensure that there is no conflict of interest as to be likely to prejudice its independence and objectivity in performing the Services and complying with its obligations under the Contract and undertakes that upon becoming aware of any such conflict of interest during the performance of the Contract (whether the conflict existed before the award of the Contract or arises during its performance) it shall

- (5) The Contractor shall not incorporate any Third Party Background in any Deliverable without ensuring that Monitor is free to Use it for Monitor Purposes.
- (6) The Contractor warrants and undertakes as follows:
- a. that it has the right to enter into the Contract and is the sole, absolute and unencumbered legal and beneficial owner of the Contractor Foreground and Deliverable Contractor Background;
 - b. promptly to pay all taxes, fees, licence duties, registration charges, insurance premiums and other outgoings in respect of the Deliverable Contractor Background or any part of any of them that are necessary for the upkeep of the IPR in the Deliverable Contractor Background;
 - c. to obtain all necessary certificates, licences, permits and authorisations from time to time required for the protection of the IPR in the Deliverable Contractor Background;
 - d. to do all in its power to protect and preserve the IPR in the Deliverable Contractor Background.
- (7) Monitor grants to the Contractor a royalty-free, revocable licence to Use the Monitor Background only where necessary for performance of the Services. Hence on termination, cancellation or expiry of the Contract, this licence shall immediately cease.
- (8) The Contractor agrees to indemnify and keep indemnified Monitor and any User Organisation granted a licence under Condition 23(3) from and against all Liability incurred by Monitor and any applicable User Organisation arising out of or in connection with Contractor Foreground and Deliverable Contractor Background.
- (9) If any third party makes a Relevant Claim, either the Contractor or Monitor shall:
- a. as soon as is reasonably practicable give written notice of that matter to the other, specifying in reasonable detail the nature of the Relevant Claim;
 - b. not make any admission of liability, agreement or compromise in relation to the relevant claim without the prior written consent of the other (such consent not to be unreasonably withheld or delayed);
 - c. give the other and the other's professional advisers reasonable access to its premises and personnel and to any relevant documents, records and/or software within its power or control, so as to enable the other and the other's professional advisers to examine such documents, records and/or software and to take copies of the documents and records at their own expense for the purpose of assessing the merits of the Relevant Claim.
- (10) For the avoidance of doubt the Contractor shall not acquire any right to Use the Monitor Foreground.

25. Equipment

- (1) If Monitor reimburses the Contractor for the cost of any equipment, such equipment shall become the property of Monitor, and the Contractor shall on request deliver

SCHEDULE B: SERVICE ORDER

Contract Number: C-20-0317-IS

To be quoted on all correspondence relating to this Order.

1. THE SERVICES

1.1. The functions to be carried out by the Contractor are at **Annexure 1**:

2. SERVICE LEVELS

2.1. The documentation will be of high quality, with clearly laid out and readable diagrams and where relevant written in plain English in such a way that it is accessible and of practical use to a number of different stakeholders at end of the contract without recourse to support from the supplier.

2.2. The Contractor's project team will work with Monitor's team prior to the completion of the documentation to ensure that the approach to drafting is in line with the requirements of the deliverables and contracted Services.

2.3. To ensure the quality of outputs, the Contractor will report on their progress on a weekly basis in London, to the Monitor Contract managers stated in **Section 6. Notices**.

3. THE CONTRACT PRICE

3.1. The Contract Price shall be fixed at a grand total of £35,190.00 inclusive of expenses and excluding VAT as set out in full below:

Deliverable	Fixed Cost (excluding VAT)
Main Deliverable 1: Planning	£1,700.00
Main Deliverable 2: Deployment	£18,275.00
Main Deliverable 3: Testing	£9,350.00
Total Cost	£29,325.00
Cost after Discount	£29,325.00
Expenses (fixed for the duration of the contract)	£0.00
Final Total Cost excluding VAT	£29,325.00

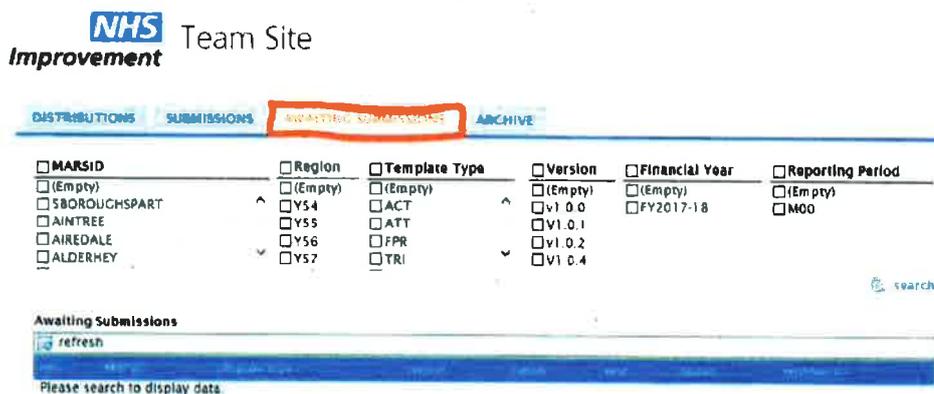
THE SERVICES

1. SOLUTION DESIGN

- 1.1 The Contractor commits to delivery of the Services to Monitor as per the Tender T-IS-0217-221
- 1.2 Remove View for "Awaiting Submissions"

NHSI has an alternative methods to track expected returns and decided to remove "Awaiting Submissions" view.

The following view will be removed from the PFMS site views



- 1.3 Add a 'failed validation' view

There is a need to differentiate newly submitted and failed files. In order to achieve that the following will be implemented;

- Validation Tool will update "Fail" value in the setting sheet.
- This will be picked by the document event receiver and update document metadata with the "Fail" value.
- Additional view called "Failed Validation" will be developed for the PFMS views
- This view will display all submissions which has "Fail" value.
- Having "Fail" value will help Validation Tool to run newly submitted files.

- 1.4 All views must contain NHS Code as well as Mars ID's

NHS code and Mars ID's will be displayed on all views in PFMS site

- 1.5 Internal NHSI staff must have complete access to trusts portal.

The Contractor will assist the NHS IT team with assignment of permission sets and authentication configuration to allow users from both the ATOS and NHSi networks

- There will be a list to maintain Activity Types and Financial year mapping
- Once the Financial year is selected, Activity Types will be populated based on selected Financial year
- There will be a list to maintain Activity Types and Template Types mapping
- Once the Financial year is selected, Template Types will be populated based on selected Financial year

1.11 All documents to be tagged with metadata inherited from the submitting portal

Not recognised xlsx files (any type) will be populated with the following current Trust values;

- NHS Code
- MARS ID
- REGION
- Sub Region
- TRUST Status
- TRUST Sector

1.12 Allow amending of tagged metadata for accurate navigation to the file.

There will be an option on each submission in PFMS views to allow users to amend metadata

1.13 Navigation to files

An improvement needs to ease navigating to documents for Regional Teams.

- A new page will developed to have for Regional Teams to see returned files
- This page will have three views; Organisation, Document, Sub sites
- Documents can be navigated by Organisation and Document view
- These views will have saved and shared views, upload documents, export functionalities
- Sub sites view will list all the sub sites

1.14 Search Field.

Addition to filters a quick search is required to allow user search through all document metadata fields with one keyword.

- Search box will be added to all views to have a quick search functionality.
- Entered keyword will be used search on all metadata fields

1.15 Functionality to not allow any submissions to be accepted for a given collection once the collection window has been closed(Wish list ref F10)

NHSI needs to have a way of closing submission for specific combination of metadata and also ability to open it.

- Current PFMS_ExtractionPath will be removed from the Configuration and new list ("Extraction Paths") will be developed.
- List will have the following two fields
Template Type
Extraction Path
- On the event of approval process will retrieve the submission Template Type
- "Extraction Paths" list will be queried by the retrieved Template Type to get Extraction Path
- This extraction path will be used to copy files on approval

1.20 Generic inbox for files for all e.g. Guidance, Updater tool Etc. (Internal ref D13)

Currently the distribution process for Supporting Trust documents is to distribute to all TRUST sites. Instead we will be developing the following;

- A new site will be created to share documents with all trusts
- NHSI will upload the documents
- Uploaded documents will be available to user as read-only and downloadable
- Link to this will be displayed in Trust sites
- Fields of the document library will be defined by NHSI

1.21 Landing Page

Landing Page will list all of the Organisation Names with the matching criteria entered by user and some of the relevant metadata fields similar to the below screen shot

NHS Co	MARS ID (to navigate file)	Organisation Name (with Portal Link)	Trust No.	Region	Trust Site	Sub Region
BT0	041000001	North NCS Foundation Trust	FT	Y81 SOUTH	Mental Health	
BT1	041000002	3 Liverpool Partnership NHS Foundation Trust	FT	Y84 NORTH	Mental Health	
BT2	041000003	George Eliot Hospital NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT3	041000004	Reading NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT4	041000005	Stamford Hill Children's NHS Foundation Trust	FT	Y84 NORTH	Specialist	
BT5	041000006	St John's Hospital NHS Foundation Trust	FT	Y81 SOUTH	Acute	
BT6	041000007	Warwick Hospital NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT7	041000008	West London Community Healthcare NHS Foundation Trust	FT	Y85 MIDLANDS & EAST	Acute	
BT8	041000009	West London Community Healthcare NHS Foundation Trust	FT	Y87 SOUTH	Mental Health	
BT9	041000010	West London Community Healthcare NHS Foundation Trust	FT	Y85 MIDLANDS & EAST	Mental Health	
BT10	041000011	West London Community Healthcare NHS Foundation Trust	FT	Y85 MIDLANDS & EAST	Specialist	
BT11	041000012	West London Community Healthcare NHS Foundation Trust	FT	Y85 MIDLANDS & EAST	Community	
BT12	041000013	West London Community Healthcare NHS Foundation Trust	FT	Y85 MIDLANDS & EAST	Specialist	
BT13	041000014	West London Community Healthcare NHS Foundation Trust	FT	Y85 MIDLANDS & EAST	Mental Health	
BT14	041000015	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT15	041000016	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT16	041000017	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Mental Health	
BT17	041000018	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT18	041000019	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT19	041000020	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT20	041000021	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT21	041000022	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT22	041000023	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT23	041000024	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT24	041000025	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT25	041000026	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT26	041000027	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT27	041000028	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT28	041000029	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT29	041000030	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT30	041000031	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT31	041000032	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT32	041000033	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT33	041000034	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT34	041000035	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT35	041000036	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT36	041000037	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT37	041000038	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT38	041000039	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT39	041000040	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT40	041000041	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT41	041000042	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT42	041000043	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT43	041000044	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT44	041000045	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT45	041000046	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT46	041000047	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT47	041000048	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT48	041000049	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT49	041000050	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	
BT50	041000051	West London Community Healthcare NHS Foundation Trust	FT	Y84 NORTH	Acute	

1.22 Document View:

Users will also be able to navigate to documents from Document view as well as Organisation view.

1.26 Organisational View:

Both organisation and document views will keep its last states. Switching between views will not affect filters and grouping options selected previously.

2. CORE DELIVERY TEAM

The Contractor will be deploying the same team that we utilised to deliver our first SharePoint project with Monitor.

2.1 NHS Improvement Project Team at Core

2.1.1 Serkant Samurkas Senior SharePoint Developer

Serkant was the SharePoint Developer on our original engagement with NHS Improvement for SharePoint and as such has an excellent understanding of your current environment, users and use of the SharePoint Platform.

Serkant will be the SharePoint Developer in the delivery of this development project.

2.1.2 Mark Potter Senior SharePoint Consultant

Mark Potter has been a Senior SharePoint Consultant with Core for a number of years, and had a lot of input into our previous engagement with NHS Improvement.

Mark will be working with Serkant to ensure that the functional outputs requested by NHS Improvement re met.

2.1.3 Paul Saer Central Government Sector Manager

Paul has been at Core for 4 months following 5 years in the Public Sector division at Insight, and is responsible for the relationship between NHS Improvement and Core. Paul will provide any business support required throughout the delivery of the project and will work with NHS Improvement as the principle point of contact prior to signing contracts.

4. RATE CARD

4.1 As per the Contractor's G-Cloud rate card the below charges will apply;

Consultant Type	Rate
Principal Consultant/Project Manager	£1,100
Senior Infrastructure/Development Consultant	£950
Infrastructure/Development Consultant	£850

**Please note all prices are exclusive of VAT*

4.2 Hours of Service

Core's normal working hours are 9:00am to 5:30pm, Monday to Friday, excluding public and Bank holidays.

The following uplift applies for out of hours work:

Days	Hours	Overtime Rates
Monday to Friday	07:00-09:00	x1.5
Monday to Friday	17:30-20:00	
Monday to Friday	20:00 – 07:00	x2
Saturday & Sunday	09:00 – 20:00	
Saturday and Sunday	20:00-09:00	x3
Bank Holidays	00.00 24:00	

