

Port Agency Contract Cyprus (PACC) 708933450 - Prospectus



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WELCOME FROM DEPUTY DIRECTOR LOGISTICS



As the Logistics lead for the Royal Navy I am delighted to present to industry this Statement of Requirement for the provision of service support in Cyprus. It brings together the broad spectrum of support requirements which are critical to the sustainment of our forces when deployed away from the UK. The requirements have been formed from valuable experience, our underlying aspiration, and the ever-present need to be able to react, at short notice, to crises of varying natures. The operational importance of this activity to the Royal Navy and its supporting Force Elements cannot be overstated; it is the bedrock upon which wider UK Defence Tasking can be met, safeguarding military capability, credibility, and our Nation's reputation. Cyprus continues to represent significant strategic value to the UK, both for current operations and longer-term aspiration and I look forward to engaging with you further.

INTRODUCTION

OVERVIEW

The Authority (Royal Navy (RN)) requires Port Agency Support Services to visiting vessels in Cyprus in order to maintain and support operational deployment. The Authority is looking to place a circa £45-£48M (ex VAT) support contract to provide a wide range of services (indicative outline at Annex A – DRAFT SOR) in Cyprus for an interim duration of 2 years, with the following optional periods:

optional period 1/ 1 year (+1 year)

optional period 2/ 1 year (+1 year)

[Without commitment] the Authority anticipates expected annual usage of circa £12M in services whilst remaining dedicated to delivering operational effectiveness, securing benefits and ensuring value for money.



PLANNED ACTIVITY

KEY DATES

The Authority have planned the following key activities in support of the procurement processes associated with Port Agency Services Cyprus (PACC). Potential Bidders should take note of the key dates and activities as outlined below. Please note that the Authority reserves the right to amend the timeline as necessary; any updates will be made available through notices to all potential bidders through the Defence Sourcing Portal (DSP).

Activity	Date Open	Date Close
PACC DPQQ Release on DSP	Wednesday 17 th April 2024	Friday 17 th May 2024 10:00 BST
PACC DPQQ Market Engagement Event	Monday 29 th April 2024 Registration via messaging in DSP by 17:00 BST Thursday 25/04/2024	
DPQQ Clarification Questions (CQ) open. The Authority will provide responses to all clarification questions received by the submission deadline.	Wednesday 17 th April 2024 BST	Tuesday 7 th May 2024 10:00 BST
PACC DPQQ Evaluation	Friday 17 th May 2024	Friday 7 th June 2024
Announcement of DPQQ down selection	Monday 10 th June 2024	N/A
ITT release date	Monday 24 th June 2024	N/A
ITT CQs open	Monday 24 th June 2024	Monday 8 th July 2024 11:00 BST
ITT submission date	Monday 24 th June 2024	Friday 2 nd August 2024
Contract Award Notice	Monday 9 th September 2024	N/A
Contract Award	Monday 23 rd September 2024	N/A

PACC DPQQ MARKET ENGAGEMENT DAY

A PACC DPQQ Market Engagement Event will be held virtually on MS Teams from 09:45(BST) on Monday 29th April 2024.

The Authority want to ensure that industry are aware of the different parts of the DPQQ and answer any queries that industry might have about the PACC DPQQ, ahead of completion 17th May 2024.

The day will include: an Authority presentation, a 10 minute 1-to-1 sessions and a post event questionnaire.

The session will provide potential suppliers and sub-contractors with:

- Brief background on the requirement
- The opportunity to speak to the Authority team and other stakeholders about the PACC DPQQ
- The opportunity to ask questions about the PACC DPQQ or provided Draft SOR in a 1-to-1 session

EVENT PROGRAMME **

Date	Time	Event
Monday 29 th April 2024	09:30-09:40	Dial In
	09:45-09:50	Administration and Etiquette
	09:50-09:55	Welcome
	09:55-10:01	PACC Background and Overview
	10:01-10:15	PACC DPQQ Walk through
	10:15-10:20	Open Q&A
	10:20-10:30	Break
	10:30-10:40	1-2-1 Session 1
	10:45-10:55	1-2-1 Session 2
	11:00-11:10	1-2-1 Session 3
	11:15-11:25	1-2-1 Session 4
	11:30-11:40	1-2-1 Session 5
	11:45-11:55	1-2-1 Session 6
	12:00-12:10	1-2-1 Session 7
	12:15-12:25	1-2-1 Session 8

Monday 29 th April 2024 (continued)	12:30-12:40	1-2-1 Session 9
	12:45-12:55	1-2-1 Session 10

**Indicative Timetable of Events (subject to change)

Any suppliers who would like to register interest in attending the PACC DPQQ Market Engagement Day must do so by submitting a message through the Defence Sourcing Portal (DSP) <https://www.contracts.mod.uk/esop/toolkit/opportunity/current/list.si?reset=true&resetstored=true&ncp=1713801938436.19526-1#fh> by Thursday 25th April 2024 17:00 BST.

Messages should be titled **"708933450: Navy PACC DPQQ Market Day Attendance"** and the contents should include the company name(s) and the name(s) and email(s) of attendee(s) for both the presentation and the 1-to-1 (if this is being requested); and the 1-to-1 session desired. In the event of multiple suppliers requesting the same sessions, the Authority reserves the right to allocate the sessions on a first come first serve basis and will allocate the next available session as appropriate.

In case of any technical or access issues within DSP, please contact the Authority by exception via the following email: NAVYFD-COMRCL-ProcureTeam@mod.gov.uk

Interested suppliers will be notified of the relevant Microsoft Teams dial in details and their allocated 1-to-1 time slot (if requested) by 12:00 BST Friday 26th April 2023.

KEY USER REQUIREMENTS (KUR)

Serial	KUR	Description
1	Cyprus Service	The service will be provided in Cyprus.
2	The service will be available to all entitled MOD units and Other Government Departments (OGDs) in consort	Entitled units will be able to demand and receive services.
3	Provision of Berthing services	Appropriate Berths will be available on arrival at ports and all enabling services (tugs, pilotage etc.) will be available.
4	Provision of Dockside services	All dockside services demanded by entitled units will be available as defined in the demand.
5	Provision of Miscellaneous services	All Miscellaneous services demanded by entitled units will be available as defined in the demand.
6	Facilitation of engineering and Unit repair support	Services demanded by entitled units as defined in the demand.
7	Other services	All Other services demanded by entitled units will be available as defined in the demand.
8	Support to Operations	The contractor or his local representative will take part in planning meetings and reconnaissance visits, providing advice on local issues as appropriate.
9	Support to DSCOM	The Contractor will provide information on local port matters, including maps and charts, applicable regulations, customs and authorities controlling goods in and out of port.
10	Flexibility	The Contractor provides a 24 hour a day year round single point of contact to deal with emergencies and unforeseen requirements.
11	Security	Supplier to minimise handling/transfer of classified information held by Contractors
12	Single Point of Contact (SPOC) for NPOCs	A SPOC for all demands will be available
13	Value for Money	The Contractor will demonstrate vfm for all non-fixed costs through provision of quotes.

BENEFITS

The table below is a non-exhaustive list of indicative benefits that the PACC will look to ensure are delivered through the undertaking of the service duration in Cyprus.

Serial	Theme Description
1	Continuity of service Provision in Cyprus.
2	Port services Cyprus.
3	Support to Operations in Cyprus.
4	Support to the Joint Headquarters in Cyprus.
5	Flexibility.
6	Fraud prevention.
7	Simplicity of use.
8	Value of Money.
9	Reach.

ANNEX A – DPQQ DRAFT SOR



Ministry
of Defence

SCHEDULE 2 –

STATEMENT OF REQUIREMENT PORT AGENCY CONTRACT CYPRUS

Version Control Table			
Version	Amended By	Change	Date
V2	A.Humphreys	Pg 16 of 17 Assumption A9 added and table renumbered. Footer changed to reflect V2	19/04/2024

[As at Contract Commencement]

SCHEDULE 2 – STATEMENT OF REQUIREMENT TABLE

For the avoidance of doubt: this Statement of Requirement is shared as a draft to support interested parties in determining whether they are well placed to submit a DPQQ response to the Authority in relation to Port Agency Contract Cyprus (PACC) 708933450. The Authority has shared an early draft in good faith and reserves the right to make minor adjustments and add to data sets as needed to refine its requirements ahead of publication of a final version with the full suite of tender documents to those who are shortlisted and invited to submit a full tender.

Context:

All services as outlined within the requirement are for provision in and around the territorial waters of Cyprus.

Provision of maritime logistical support services to the Authority (principally for Fleet Commander) during planned and unplanned operations and exercises.

The Contractor is to provide support as required to other authorised demanders (including, but not limited to aircraft of the Naval Air Squadrons, Royal Marines, RNLO Cyprus, and RN Forward Logistics Sites (FLS) and, on occasion, units operating under the command of the Permanent Joint Headquarters (PJHQ). Where a unit has specific requirements in addition to requirement 2.1 these are detailed separately.

Reference to the Authority means any unit that is authorised to use the services pertaining to this contract.

Nominated Points of Contacts (NPOC) will be in accordance with the respective DIN / RNTM or as provided by the PACC Team.

[As at Contract Commencement]

The Authority Designated Officers (DO) for each PACC stakeholder organisation will be in accordance with the respective DIN / RNTM or as provided by the PACC Team.

The Single Point of Contact (SPOC) shall be the central point of contact for the Authority on all issues and shall be able to respond to the full range of the requirements of the Port Agency Contract Cyprus (PACC).

A Service Request Form (SRF) will be completed by each unit requesting services from the Contractor. In most cases this will be ahead of the requirement but in some exceptional circumstances, this maybe after the requirement.

Where data is not available, an assumption has been provided. The assumption set can be found in Appendix B.

SOR Ref	Requirement	Additional information	Service Standards	Volume
1.0	Communication			
	1. Provide a central Single Point of Contact (SPOC) which must include a telephone line that is monitored 24 hours a day, 7 days a week, 365 days a year. The telephone line must be answered at any time of the day, in case of unplanned / emergency visits.	1. Designated Officers (DO) are responsible for liaison between the Contractor and the Authority, maintaining a register of bills authorised for payment and advising the Authority upon satisfactory completion of services for the purpose of bill rectification.	All communications to be standard English.	On demand.

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SOR Ref	Requirement	Additional information	Service Standards	Volume
	.	DO may also demand services on the PACC on behalf of the Units they represent. 2. NPOCs are those personnel authorised to demand services and agree prices/authorise payment for their respective Units. The Contractor shall not accept demands for goods/services or agree costs with any other person unless specifically authorised by the relevant NPOC or the Deputy Fleet Logistics Coordinator.		
	2. The SPOC shall respond to a range of queries in whichever media is required by the Authority i.e. telephone, email or written correspondence.		All communications to be standard English.	On demand.
1.1	Management Information			
	1. Capture and collate data relating to services provided for unit visits.	1. Data capture shall include but not be limited to: • Separation of account information by stakeholder;	All communications to be standard English.	Per Visit

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
		<ul style="list-style-type: none"> • Full cost breakdown including service lines delivered as requested through performance of the contract, including any applicable additional duties, taxes and charges; • Average payment days to suppliers; • Other financial or business-related data as required. • Monthly dashboard of Contractors performance against KPI's • Details from the Service Requisition Forms (SRF) 	<p>Security Policy Framework</p> <p>Website: https://www.gov.uk/government/publications/security-policy-framework</p> <p>and</p> <p><u>Government Functional Standard GovS 007: Security - GOV.UK (www.gov.uk)</u></p>	

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	2. Provide reports as required	1. As described in [Schedule 15] (Financial Reports)], reports containing financial data that are not in £ sterling shall also contain the applicable exchange rate.	All communications to be standard English.	As per [Schedule 15] of Contract
1.2	Billing			
	1. Provide a disbursement account within [30] calendar days of completion of the port visit for each unit or at a frequency as otherwise agreed by the Authority.	1. The account is to be supported by all invoices giving details of all the goods and services provided (in electronic format). All charges need to be receipted or assured by the NPOC or DO (either by signature or electronically) pre-departure before the account is submitted via Exostar. Proposals for payments other than in the local currency shall be considered, provided it demonstrates an advantage to both parties.	All communications to be standard English.	Per visit.

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
2.0	Services Required			
	1. Provide port, maritime and other logistical support services on demand to authorised units in Cyprus.	<p>1. Where operational requirements dictate for specific ports or exercises, there may be reason to use alternative or existing NATO or other arrangements. This exclusion shall be sign-posted early and communicated by the Authority.</p> <p>2. The UK Government has a number of existing reciprocal arrangements for husbandry services with</p>	All communications to be standard English.	<p>As required by the Authority.</p> <p>It is estimated that there will be anywhere between 0-50 port days in a typical year.¹</p>

¹ For year on year usage – please refer to the data room and historic usage over the last 5 years.

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
		<p>other nations. Full exemptions to the PACC apply to those locations where full-service support is provided through Host Nation or military sources. There are also part exemptions where some services will be provided through Host Nation Support (HNS) or existing military facilities. However, services not provided through these means will be sought through the PACC.</p> <p>3. Whilst it is anticipated vessels will berth alongside, there is a potential for services to be required to support vessels at anchor.</p>		The Authority may require more or less than the estimated quantity and shall not be bound to place orders or task for any Service referred to in this SOR (with the exception of the Services referred to in sub section 1 Contract support.
	2. The services listed in requirement 2.1 may be required prior to arrival, on arrival and continue to be a requirement throughout the port visit. Post departure there may be a need for the Contractor's representative to finalise certain activities as instructed by the relevant NPOCs such as repatriation of personnel, processing of mail and despatch of equipment.		All communications to be standard English.	Per Visit

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
2.1	Authorised Demander Requirements			
	2. Provide port, maritime and other logistical support services on demand to the NPOC of Authorised Demanders. ² Services shall be requested by the demanding Unit using a Service Requisition Form (SRF – illustrative example at	1. A blank SRF is attached at Annex A.	All communications	Per Visit

² Including future Units that may have different service requirements from current Units.

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<p>Annex A), using the tasking process described in [Schedule 19 (Tasking Process)]. Services shall include but not be limited to:</p> <ul style="list-style-type: none"> Berthing allocation. Provision of pilots, tugs and moorings. Provision of berthing facilities, berthing parties, boat parties and buoy jumpers. Provision of gangways, booms, pontoons and fenders. Provision of liberty boat and landing facilities for personnel and equipment if Unit is at anchor or secured to buoys. Supply of power generation (generators and power supplies). Facilitation of Customs clearance for the Unit, including goods inwards/outwards Collection, delivery and safe stowage of goods inwards/outwards. Liaison with Cypriot immigration officials to ensure the smooth arrival and departures of the Unit and personnel Collection, safe storage and delivery of mail, stores and equipment. Collection from Unit and shipment to the UK of mail, stores and equipment. 	<p>2. For scheduled visits, demanding Units shall aim to provide 14 calendar days' notice of predicted service requirements, 48 hours for submarines. However, there may be occasions where short notice requirements are unavoidable due to operational demands.</p> <p>3. The requirements listed at 2.1 equally apply to vessels at anchor and other Defence owned and / or operated vessels.</p> <p>4. Hotels shall be advised that additional costs attributed to the individual (alcohol, tobacco, telephone calls etc.) are to be settled by the individual. The hotel shall be of the standard regulated at the time and advised by the NPOC.</p> <p>5. All costs are to be the best value for money.</p>	<p>to be standard English.</p> <p>Relevant standards; which may include but are not limited to:</p>	

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<ul style="list-style-type: none"> Arranging and funding of hotel accommodation as directed by the NPOC. Meet/Greet and transport of personnel to and from the airport to Unit or hotel. Purchase of flight/ferry tickets. Purchase and arranging delivery of food, catering provisions and bottled water including in-country customs clearance, where necessary. Scoping/local purchase of low value, low risk items (for or instead of GPC purchase) and delivery of stores and equipment. Force Protection facilities (usually consisting of a single-height barrier of containers, chicane road access). Provision or hire of Contractor owned vehicles, crane and other plant hire equipment. Disposal facilities for food, refuse, black and grey water, oily waste, sullage, ash (inert and non-hazardous), clinical waste, hazardous waste and medical waste. Provision of divers and diving support. Provision of handbooks, guides, maps and other relevant visitor information. Assist crew with communication needs (i.e. possible provision of telecommunication cards). 	<p>6. The Authority (Defence Support Chain Operations and Movements (DSCOM)) requires the Contractor to deliver Port, Maritime and other Logistical Support Services on demand to any Unit sponsored or chartered by DSCOM. DSCOM Sealift requirements are based on traditional Port Disbursements although separate invoicing may be necessary depending on type of vessel and charter arrangements.</p> <p>7. DSCOM shipping activities requiring port services encompass the following:</p> <p>a. Strategic Sealift (SSL) Shipping Roll-On Roll-Off (RORO) cargo vessels, controlled and tasked by DSCOM, engaged on a special long term government charter contract.</p>	<p>Relevant JSPs</p> <p>All food supplied shall meet the requirements for product Safety, Legality and Quality extant at the time of supply, in compliance with the Defence Food Quality Standards (DFQS) https://www.gov.uk/government/publications/food-quality-standard</p>	

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<ul style="list-style-type: none"> Provision of land lines, if available, facilities for Wi-Fi (not PAYG) and by exception, mobile telephones (iaw PJHQ policy and authority authorisation). Provision of potable water. Supply of refrigerated containers. Facilitation of medical and dental care services as required. Arrangement of laundry facilities. Supply of cleaners, painters and other manpower as required by the Unit. Facilitation of engineering, ship husbandry, maintenance and Unit repair support as required. Provision of bunkers, petroleum and aviation fuel. Handling of fuel samples and other Dangerous Goods Provision of maritime charts and port terminal maps. Provision of language translators as required. Provision of air compressors, chilled water plants, forced cooled air plants and associated equipment. Storage of aircraft where military base storage is not available. Arranging cargo operations and loading/discharge equipment. Provision of Stevedores, Watchmen, Tallymen, Terminal Operators, Hauliers. Supervision of cargo operations and cargo damage survey 	<p>b. Chartered Commercial Shipping (CCS). DSCOM chartered vessels may comprise RORO, Lift-On Lift-Off (LOLO, Multi-Purpose, passenger, and other specialist vessels.</p> <p>c. Allied Co-operative Shipping. DSCOM may charter cargo vessels under bi-lateral or other co-operative arrangements with other Defence departments.</p>	<p>IRTA</p> <p>United Nations Recommendations on the Transport of Dangerous Goods (UNRTDG).</p> <p>MARPOL regulations</p>	

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<ul style="list-style-type: none"> Port Working Documentation: Notices of Readiness; statements of facts; timesheets. Cargo Documentation; Manifests; Bills of Loading. Cargo Landing dues and Customs Charges Other services requested by vessel Masters, e.g. husbanding, chandelling, waste, repairs and crew matters are to be charged to the vessel account. Facilitation and escort of dangerous goods as required Provision of a temporary Convoy / Cargo Marshalling Area essentially any hard standing for the purpose of storing freight that is waiting to be loaded or onward moved. Tank and Engine Room Cleaning. Tanks are to be cleaned to the satisfaction of the RFA Designated Officer or Unit NPOC. Tanks to be at a standard commensurate with Lloyds register to close-up paint or conduct hot work. Standards to be stated in the SRF. All waste including sullage and tank washings to be disposed of in accordance Only in extreme cases shall the ship retain these washings. 			

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<ul style="list-style-type: none"> The removal of oil residues from the engine room tanks includes, but is not limited to, lubricating oil, marine gas oil (diesel), aviation fuel and water/oil residues. Authorities shall minimise the volume of waste, however the Contractor shall provide the capability to remove up to 60m3 of oil residues from the vessel. Once removed from the ship, the Contractor shall assume responsibility for the safe and correct disposal. No biocides or detergent is to be used without prior approval. Chemicals must be on the IMO approved list. Fresh water is to be used throughout. Chemicals are not to be disposed of through the ship's drainage or sanitary system. The Contractor shall be responsible for all aspects of safety, related to the execution and monitoring of the cleaning task, including confined rescue arrangements. The Contractor is to provide a 'safe systems of work document' in accordance with national regulations. All equipment associated with the task (including where necessary mechanical ventilation) is to be supplied by the Contractor. The Contractor shall provide one additional sentry at the tank entrance. 			

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<p>4. Provide to the NPOC with information relevant to each port, outlining issues that may include but not be limited to:</p> <ul style="list-style-type: none">• Immigration and airport issues for personnel arriving/leaving the area.• Recommended hotels for possible use.• Crew change procedures, for example, boat/helicopter transfer when vessel not alongside in port, etc.• Issues affecting the inward clearance of equipment and stores, particularly customs restrictions and requirements etc.• General advice on the level of safety in the area.• Outline sensitivities including cultural issues and possible security issues.• Emergency telephone numbers.• Other relevant information e.g. public holidays/festivals that may affect the visit.		All communications to be standard English.	Per visit

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	3. In procuring the services the Contractor shall ensure Value for Money (VfM) is achieved.	1. A minimum 3 quotations shall be obtained unless otherwise agreed in advance by the Authority.	All communications to be standard English.	In accordance with [Schedule 15]
2.2	Navy Command Headquarters (NCHQ) Requirements			
	<p>1. In addition to 2.1, the Fuel Operations Team will require the provision of services to any tanker chartered during the term of PACC:</p> <ul style="list-style-type: none"> The coordination and issue of temporary work permits, visas, embarkation and disembarkation stamps and all other necessary papers for crew members. This includes the communication of such permits to the local consular officer where required. On behalf of the demanding vessel, to provide local authorities with custom bonds to facilitate the temporary import of cargo and 		All communications to be standard English.	As required.

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SOR Ref	Requirement	Additional information	Service Standards	Volume
	arrange for such bonds to be cancelled upon exportation from the area.			
2.6	Cash and Banking Services			
	1. The Contractor shall be required to deliver cash to units upon receipt of funding from the Authority ³ . The Contractor shall make arrangements (including necessary bank transfers) to deliver the cash to the demanding Unit.		All communications to be standard English. Managing Public Money Website: https://www.gov.uk/government/publications/managing-public-money	As Required

³ DBS FAADMT FX Cash and Control Accounts Team, (DBS Fin-FAADMT-FX (MULTIUSER) / DBSFin-FAADMT-FX@mod.uk).

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SOR Ref	Requirement	Additional information	Service Standards	Volume
	2. The cash shall be provided in the currency requested.	1. The Authority shall provide the Contractor with notice of funding requirements, including the appropriate denomination of funds, prior to the planned delivery to the Demanding Unit.–	All communications to be standard English. In accordance with JSP 891 (Treasury Management Policy Manual)	As Required
	3. The Contractor's Representative may be required to provide the following services upon arrival: <ul style="list-style-type: none"> Arrangement of collection, safe stowage and secure transport and delivery of cash to the Unit. 		All communications to be standard English.	As required.

[As at Contract Commencement]

SOR Ref	Requirement	Additional information	Service Standards	Volume
	<ul style="list-style-type: none"> Arrangement of an alternative method of cash supply to meet the vessel at sea. 		In accordance with JSP 891 (Treasury Management Policy Manual)	
	<p>4. The Contractor's Representative may be required to provide the following services:</p> <ul style="list-style-type: none"> Agree with the Unit a date and time for the collection of unused cash. Agree with the Unit the currency and value of unused cash. Arrange for the collection, safe stowage and secure return of unused cash to be credited to a designated MoD bank account within 10 working days. <p>Submit a report to the Authority detailing the value of returned funds and the bank account and date credited.</p>		<p>All communications to be standard English.</p> <p>In accordance with JSP 891 (Treasury Management Policy Manual)</p>	As Required

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[Schedule 2]

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Appendices

A. Stakeholders

B. Assumptions List

Annex

A. Service Requirement Form (SRF)

DPQQ DRAFT

APPENDIX A TO SCHEDULE 2 – KEY STAKEHOLDERS

Stakeholder	Contact
1. Navy Command HQ (for all Units, Aviation, UKMCC N4 and Teams including Finance, Commercial and Fuel Ops)	TBC
2. Defence Support Chain Operations & Movements (DSCOM)	TBC
3. The Permanent Joint Headquarters (PJHQ) a. J1J4 Operations and Plans Section. b. Contractor Support to Operations (CSO)	TBC

APPENDIX B TO SCHEDULE 2 – ASSUMPTIONS LIST

The table below details the assumptions the Authority has made for the PACC

Serial	Assumption	Source
A1	Scope includes support to Cyprus ports and vessels at anchor in and around the territorial waters of Cyprus.	Authority Provided Assumption: Navy Command
A2	Munitions are excluded from this project.	Authority Provided Assumption: Navy Command
A3	The PACC provider will have to meet the requirements as defined by the Defence Cyber Protection Partnership - GOV.UK (www.gov.uk) and Government Functional Standard GovS 007: Security - GOV.UK (www.gov.uk) .	Authority Provided Assumption: Navy Command
A4	The deployable food project (DFP) will utilise the PACC for the provision of food to Authority Units overseas.	Authority Provided Assumption: Navy Command
A5	Historical data provided for planning are provided in good faith and the Authority makes no guarantee of the accuracy or the correlation to any future demand under this contract. Any tendering assumptions and associated risks that tenderers make during tendering process remain with the tenderer.	Authority Provided Assumption: Navy Command
A6	While PJHQ are an Authorised Demander, its use is not anticipated to be regular but, when invoked could be significant.	Authority Provided Assumption: Navy Command
A7	DEFCON 662 – Salvage and Towing Indemnity is included in the PACC, the enactment of this provision can only be authorised by Authority’s Senior Finance Officer for this contract through the Deputy Fleet Logistics Coordinator. Salvage and Towing is routinely provided by other contracts managed by the Salvage and Marine Operations team (SALMO) however, there may be occasion where an emergency out of normal hours situation arises and the PACC contractor will be required to provide such services.	Authority Provided Assumption: Navy Command
A8	The service provider is to be Cyber Essentials Plus certified About Cyber Essentials - NCSC.GOV.UK and therefore have independent validation of the network that they are using to communicate with MOD.	Authority Provided Assumption: Navy Command
A9	The service provider is prepared to take all necessary security measures to obtain a Facility Security Clearance (FSC) under their relevant national rules.	Authority Provided Assumption: Navy Command
A10	Additional Assumption may be provided by the Authority for Final Tender	Authority Provided Assumption: Navy Command

Generic LOGREQ Requirements List			
SERVICE REQUESTED	Unit	Quantity	EXPLANATORY REMARKS
A. PILOTAGE			
i. Pilot in			
ii. Pilot out			
iii. Pilot boat			
B. TUGS			
i. Tugs in			Units specify bollard pull requirements
ii. Tugs out			
iii. Tugs for Cold move			
iv. Tugs for berth shifting			
C. HARBOUR DUES			
i. Port Dues			
ii. Lock fees for berthing			
iii. Berthing Fees			
iv. Anchorage fees			
v. Linesman			
vi. Mooring/unmooring boats			
vii. Anchorage fees			
D. CANAL TRANSIT			
i. Transit fees or Lock fees			
ii. Canal Pilot			
iii. Canal Tug boats			
iv. Canal tenders			
E. CARGO OPERATIONS			
i. Crane			
ii. Forklift - please specify weight			
iii. Paint float/cherry picker			
iv. Trucking/Cargo dryage			
v. Telehandler			
vi. Mail bags incoming			
vii. Out going mail (trackable service)			
F. TELEPHONE SERVICE			
i. Land lines			
ii. Land line call charges			
iii. Mobile phones			FLC approval required for Burner Phones
iv. Sim cards			FLC approval required for Burner Phones
v. Wifi Routers			FLC approval required for Burner Phones
G. HIRE CHARGES			
i. Buoys - please provide length			Various sizes depending on vessel requirements.
ii. Barge stand			
iii. Surface Fenders			Various sizes depending on vessel requirements.
iv. Pontoon/Carnels			
v. Towed Array Support			
vi. Submarine fenders			Specific support required communicated at the time.
H. WATER SUPPLY			
i. Potable water Pierside			
ii. Demineralised water			
I. WASTE REMOVAL			
i. Black water			
ii. Grey Water			
iii. Garbage removal			
iv. Oily waste / Sullage			
v. Clinical waste			
vi. Hazardous waste			
J. CREW SUPPORT			
i. Air Tickets			
ii. Transport to and from airport			
iii. Visa fees			
iv. Meet and Greet			
v. Hotel for crew repatriation			
vi. Medical appointment			
vii. Transport for medical appointments			
viii. Hospitalisation			
ix. Hotel rooms for submariners			
x. Boat transfer			Also used for stores transfers
K. TRANSPORTATION			
i. Self drive Sedan(please specify size)			
ii. Self drive Minibus (please specify size)			
iii. Coach/Minibus with driver			
iv. Sedan with driver			
v. Van with driver			
vi. Baggage Van			
L. AIRCRAFT SUPPORT SERVICES			
i. Landing fees			
ii. Fuel for Aircrafts			
iii. Cargo support			
iv. Crew medical support			
v. Crew repatriation support			
M. REPAIRS			
i. Craneage			
ii. Engineering Services			
iii. Contract Cleaning/painting			
iv. Any other repairs			
N. GENERATORS			
i. Generator Support			Following FLC approval
ii. Airconditioning units			Following FLC approval
iii. High Pressure units			Following FLC approval
iv. Fuel for Generators			Following FLC approval
v. Cables for Generators			Following FLC approval
vi. HP Air			Following FLC approval
vii. Chilled Water			Following FLC approval
viii. Chlcons			Following FLC approval
O. CASH TO SHIP			
i. Cash delivery			
ii. Return of cash			
P. OIL SAMPLES			
i. Return of oil samples			
Q. FORCE PROTECTION			
i. Container Barrier			
ii. Fences			
iii. Guard shack			
iv. Jersey Barriers			
v. Guards on the pier/24/7			
vi. Patrol boats			
vii. Line of Demarcation			
viii. Security boom			
R. FUEL DELIVERY SUPPORT (FUELS ORDERED VIA NAVY FUELS)			
i. Oil Boom			
ii. Fender for fuel barge			
iii. CivGAS			For bespoke tasking and only in very small quantities.
S. PROVISIONS SUPPORT			
i. Provisions order			
ii. NAAFI order			Often facilitated via Agent but paid seperately
T. HELO/AIRCRAFT ON BOARD			
i. Helo or aircraft squadron support			
U. ROYAL MARINE SUPPORT ON BOARD			
i. Specific requirements vary			
V. DE EVENT SUPPORT			
i. Catering support			Following FLC approval
ii. Tent/Marquees/Generator/lights			Following FLC approval
Additional / Miscellaneous services			
Movement and storage of ammunition			Following FLC approval