

**MOD Commercial**

Tiers ditional services

701555447 – Managed Learning Service

7xxxxxxxx

Managed Learning Service

**Defence Cultural Advisors Course for HQ ASOB**

MARMYHQ2/XXXXX

Managed Learning This Contract is made

**BETWEEN** (1) **HER BRITANNIC MAJESTY’S SECRETARY OF STATE FOR**

**DEFENCE**, acting by the Directorate of Head Office and Corporate Services (HOCS), Kentigern House, 65 Brown Street, Glasgow G2 8EX (“the Authority”)

**AND** (2) **CAPITA Business Services Limited,** 4th Floor, Barnard’s Inn, 86 Fetter Lane, London, EC4A

1. The Contractor shall provide the Services described in the Statement of Requirement, in accordance with the Conditions of Contract (as detailed in Framework Schedule 4 – Order Form and Call-Off Terms for the Managed Learning Service dated 4th July 2017 – to the Framework Agreement entered into between the Authority and the Supplier on RM3822), the firm prices attached and the Contractor’s Work Order (WO) reference PSGW01702 dated 14th July 2021.

2. The Contract shall come into effect on XXXXX until 31st January 2025

3. Except where there is prior written approval from the Contracts Branch no payment shall be made for work performed which is outside the scope or period of the Contract.

4. If there is a conflict between the documents described in Item 1 above, the order of precedence shall be:

1. Work Order PSGW01702 dated 14th July 2021.

2. Statement of Requirements at Schedule 1

3. Conditions of Contract (as detailed in Framework Schedule 4 – Order Form and Call-Off Terms for the Managed Learning Service dated 4th July 2017 to the Framework Agreement entered into between the Authority and the Supplier on RM3822)

Document Title Her

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**APPENDIX (DEFFORM 111) ADDRESSES & OTHER INFORMATION**

**Schedule 1**

**Schedule of Requirement**

**Background**

Spec Inf Gp professionalises the Army’s commitment to Security Force Assistance (SFA) and Security Capacity Building (SCB) in areas where the threat is above the risk tolerance for current conventional forces. The capability will be optimised to operate ‘by, with and through’ discrete indigenous PF in high threat environments across the spectrum of capacity building activity, where persistence will be decisive and the operating profile frequently discrete.

Cultural awareness forms a key part of the Spec Inf training pipeline with all soldiers receiving generic and regional specific training. An advanced package is required to further develop Team Leaders and 2ICs to increase specialisation in and across the Group.

**Course Outline/Content/Requirement**

Specialist cultural training is a key part of the Spec Inf training progression. It develops skills, teaches understanding and knowledge that are not currently covered in any other area of Infantry training course. The course enhances the ability of Spec Inf operators to integrate with a PF, making assessments and deductions independently to improve operational effectiveness. The DCSC course forms a crucial aspect of our Team Leaders’ and 2ICs’ training progression, developing the ‘soft skills’ that are essential to engage with PFs. The course includes a mixture of academic study, guest speakers and a study day focused on UK gang violence

The key outcomes of the course are that all students are:

· Be trained as cultural specialists who can research, analyse and assess partner force culture and how to capitalise on their strengths.

· Have gained the knowledge, skills and confidence to be an effective leader of a partner force training team prior to deploying on operations with partner forces.

· Have the ability and confidence to conduct KLE with partner forces and resolve operational and training issues in a culturally sensitive manner.

· Understand the complexities of building rapport, creating relationships and assessing the partner force culture prior to deploying in role on operations.

· Delegates will obtain a specialist qualification on completion of the course.

This is to be achieved through seminar style teaching and discussion against the below framework. This is from the Defence Cultural Competency Framework (DCCF), which is written by the Defence Requirents Authority for Language and Culture (DRACL).

· Understanding culture. Students should be able to define what culture is, their own and other cultures. They should be introduced to cultural theory and understand the influences of bias. At the end a student should be able to critically analyse and evaluate what distinguishes other cultures from our own.

· Social Organisation. Students should understand different types of social grouping including kinship, ethnicity, race, gender, family and tribes and issues around these and how they can impact military operations. At the end they should be able to examine how or group or society is formed and how it is influenced by rules and norms.

· Political Systems. An introduction to different political models, understanding where power can be held, how and by who. Students should be able to understand the nature of a groups political organisation, the roles of ideology, institutions, authority figures and justice systems. Students should be able to analyse where power and authority sit in a group and how this is likely to influence operations.

· Economic Organisation. Developed understanding of how competition for resources drives conflict and dictates how people live. Overviews of different economic systems and different cultural views of goods, money and services. Students will be able to demonstrate an ability to assess transactional relationships between groups and societies.

· Beliefs and Values. Students will be able to critically analyse how history, religion, social values and other belief systems impact the operational environment. Students should be able to develop a framework to interpret events and what is considered normal in different societies. Different value systems should be understood, including different interpretations of concepts like equality, honesty and loyalty. Different belief systems and religions should also be understood to a reasonable level.

· Physical Environment. Students are introduced to the relevance of physical geography, land, climate and urban conditions to culture, particularly how behaviour is influenced by the physical environment. Students will be able to analyse and evaluate the effects of climate, geostrategic position and infrastructure on a society.

· Communications and Interpersonal Skills. Students should be able capable of adapting their methods of communication to different environments and understand how different societies may interpret body language and other areas of non-verbal communication differently. Students will understand the importance of rapport building, negotiation and influence.

· Teaching – not a formal training objective, but on their return to unit students should be able to comfortably discuss these topics with soldiers and able to teach these concepts in simple form.

**Schedule 2**

**Pricing Schedule**

**Commercials and Invoicing**

\*All costs are inclusive of expenses and exclude VAT

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Max Delegates per Cohort | Number of Trainers | Blended Day Rate(£) | Expenses per Trainer Per Day(£) |
| Delivery Element 1 (Contract Year 1) | 10 | 4 |  |  |
| Delivery Element 3 (Contract Year 2) | 10 | 4 |  |  |
| Delivery Element 4 (Contract Year 2) | 10 | 4 |  |  |
| Delivery Element 6 (Contract Year 3) | 10 | 4 |  |  |
| Delivery Element 6 (Contract Year 3) | 10 | 4 |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Number of Days per Cohort | Accreditation per Delegate (£) | Materials Cost per Delegate (£) | Total (£) | Knowledepool Service Fee (£) |
| 10 |  |  |  |  |
| 10 |  |  |  |  |
| 10 |  |  |  |  |
| 10 |  |  |  |  |
| 10 |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| Total Price to MOD (ex VAT)(£) | VAT (£) | Total Price to MOD (inc VAT)(£) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Invoicing and Payment Terms:

Payment Terms:

Upon receipt of the Event Reference (CP&F Purchase Order number), **CDS Support Ltd (trading as CDS Defence & Security)** shall invoice Capita.

Suppliers will only receive payment when Capita have the written endorsement of the deliverable from the MOD. At this point, the Event Reference will be released to the supplier to allow them to invoice Capita.

All Invoices for the Managed Learning Services must be submitted as stated in the invoicing guide and template.

Next Steps:

Upon execution of the contract, the following would follow:

1. A Capita MLS Project Coordinator will contact your organisation to coordinate delivery between yourself and the Client – please DO NOT contact the client directly.

2. Event references/PO to be sent prior to delivery dates, please do not commence work until you have received the above.

**Note:**

**• Delivery should not commence until you have been contacted by the project manager and have been issued with an event reference.**

**• Capita will not be liable for any work undertaken without the above being satisfied.**

**• Any amendment to this work order without approval by Capita-MLS Supplier Management is void.**

Payment of the total price of £(see Pricing Schedule above) shall be claimed (thru’ CP&F) following the satisfactory completion of all work [appropriate milestone.].

**DEFFORM 111 (attached as an Annex to this document)**