

## MOD SME Spend Data Collection - Financial Year 01 April - 31 March

The MOD needs to understand how the money it spends flows through the economy and specifically how much is being shared with Small and Medium Enterprises (SMEs). Please complete and return this template by 30 June, to report your spend. Guidance is provided below, but in summary, you are required to provide for contracts with an average price above £5M per annum: the value of revenue derived from contracts with MOD, the value of subcontracted revenue and the value of revenues that you have passed to Small and Medium Enterprises. This will enable the MOD to measure progress towards the government's prosperity agenda.

- 1) When answering the survey please answer every section in full to the best of your knowledge. Please answer all fields highlighted in yellow on the 'Supply Chain Data Survey' tab.
- 2) Percentages will populate automatically, once you have entered the requested revenue figures.
- 3) Please see the definition of an SME (under 'Definitions and Interpretations') below.
- 4) If you are not best placed within your organisation to complete this survey, please forward to the correct contact and inform the MOD so records can be updated accordingly.

**Questions A1-A3: Please specify the numbers in full. All figures should be in GBP pounds sterling. Please see an example of how to complete the questions below.**

### A1. Total contract revenue (£) received directly from MOD

Contractor X has received £1,200,000 revenue directly from MOD within the requested financial reporting period. Enter **£1,200,000** for question A1.

- £1,200,000 ✓
- £1.2m ✗
- 1.2m ✗

### A2. Total value of subcontracted revenues (£)

Of the £1,200,000 Contractor X received directly from MOD, £50,000 was subcontracted to SMEs and £140,000 was subcontracted to organisations not covered by the definition of an SME. Enter **£190,000** for question A2.

- £190,000 ✓
- £190k ✗
- 190k ✗

### A3. Total value of subcontracted revenues to SMEs (£)

Of the £1,200,000 Contractor X received from MOD, £50,000 was subcontracted to SMEs. Enter **£50,000** for question A3.

- £50,000 ✓
- £0.05m ✗
- 0.05m ✗

### **Data provided by**

In the event we need to contact you about your return, please provide your full contact details.

Please also provide your DUNS Number. The Data Universal Numbering System (DUNS) is a system developed and regulated by Dun & Bradstreet which assigns a unique numeric identifier, referred to as a 'DUNS Number' to a single business entity.

## Definitions and Interpretations:

1. SME – means an enterprise falling within the category of small, micro and medium-sized enterprises defined by the Commission Recommendation of 6 May 2003 (link below). The organisation also has to be autonomous.  
[Commission Definition](#)
2. Autonomous – means that the SME does not have more than 25% of its capital or voting rights owned by an organisation or multiple organisations that themselves do not meet the definition of a SME.
3. Contract Revenue – means the aggregate revenue (excl VAT and before the application of any deduction, liability or set-off) that the contractor has received under the contract with the MOD, in the financial year 01 April to 31 March .
4. Subcontracted Revenue – means the aggregate revenue (excl VAT and before the application of any deduction, liability or set-off) that any sub-contractor has received under the sub-contract, in the financial year 01 April to 31 March.

**MOD SME Spend Data Collection**  
 Please answer all questions below **populating yellow cells** only as applicable and return to [DefComrcISSM-DefenceProc@mod.gov.uk](mailto:DefComrcISSM-DefenceProc@mod.gov.uk) by 30th June each year. Please refer to the guidance tab.

INSERT YOUR ORGANISATION / COMPANY NAME HERE

INSERT CONTRACT NAME and REFERENCE NUMBER HERE

INSERT FINANCIAL YEAR HERE

Financial Year 01 April - 31 March	£	%
A1. Total contract revenue (£) received directly from MOD	£0.00	
A2. Total value of subcontracted revenues (£)	£0.00	
A3. Total value of subcontracted revenues to SMEs (£)	£0.00	

Data provided by:			
Supplier Name		Name	
DUNS Number		Position	
Address Line 1		Email	
Address Line 2		Phone	
Town / City		Date	
Post Code			