

**Annex A to Agreement DST-0002****Request for Provision of Goods and Services under Agreement DST-0002 between MOD and UKRI (insert Permitted Third Party name and delete UKRI, if applicable) dated 07 March 2022****Part 1 – Statement Of Requirement** (to be completed by the Service Receiver)

Task reference no.

DST-0002\_001\_IX\_ISO\_NATO

Security classification:

Redacted under FOIA Section 26 – Defence

**Service Receiver Details****Supplier (Service Provider) Details**Service Receiver  
name

Redacted under FOIA Section 40 – Personal information

Supplier Name

Redacted under FOIA Section 40 – Personal information

Post

Redacted under FOIA Section 40 – Personal information

Post

Redacted under FOIA Section 40 – Personal information

Address

Dstl Portsdown West

Address

Innovate UK Business Connect

Portsdown Hill Rd

Unit 218  
Business Design Centre  
52 Upper Street  
Islington

Fareham

London

Postcode

PO17 6AD

Postcode

N1 0QH

Telephone No:

Redacted under FOIA Section 40 – Personal information

Telephone No:

Redacted under FOIA Section 40 – Personal information

E-mail

E-mail

Task Required (Brief summary of requirement e.g. task, milestones, reporting, deliverables and quality assurance standards)

UK MoD, through Support Capability Strategic Command, have identified opportunities to leverage industry best practice for loading, securing and unloading front-loaded ISO containers with standard NATO pallets in accordance with the appropriate Defence/ Industry regulations.

The current method is manual loading, followed by the use of bespoke wooden dunnage created by carpenters to secure the load for transport.

Through an Innovate UK Business Connect Innovation Exchange (IX), Dstl seek to invite suppliers to provide alternative methods for loading and securing which could decrease the manpower requirements, time taken to load/secure, through-life financial costs. An understanding of the training needs, environmental impacts, waste products and rough costs should be provided.

Solutions presented should be those which are able to be deployed at scale currently or sufficiently mature as to be scaled to deployable levels imminently.

Details of the IX Challenge will be determined in a translation workshop to include Dstl and stakeholders, but it is expected that this will include technical specifications for the offered solutions:

- Max weight supported
- Possible sizes of 'voids' which can be filled
- Speed at which certain loads could be secured
- Lifespan of product / number of times it can be reused
- Proof of accordance to regulations

The IX supplier is required to translate the challenge requirements, actively share these with an appropriate and targeted network of suppliers, to evaluate responses and share the most promising solutions with Dstl and our stakeholders.

Suppliers who's solutions show promise for improving efficiency will be invited to showcase their products at a demonstration day to be scheduled.

Continuation sheet attached (tick if required) ☐

**Security Controls (MOD use only)**

<b>Security Screening/Clearance</b>	<b>BPSS</b>	<b>Inspection of facilities</b>	<b>Non applicable</b>
<b>Additional security controls</b> NA			
<b>Dstl funded tasking only:</b> <b>Completion of the Research Worker Personal Particular form</b> <input type="checkbox"/>			
<b>Cyber Risk Profile</b>	<b>Very low</b>	<b>Access to MOD premises</b>	<b>No</b>
<b>Publication Strategy</b> NA			

Response required by date:

19/07/2024

Accounts Payable branch:

On behalf of Service Receiver

**Name (in CAPITALS)**

**Signature**

**Date**

Redacted under FOIA Section 40 – Personal information

12/07/2024

## Annex A to Agreement DST-0002

**Part 2 – Offer** (To be completed by the Service Provider)

The service detailed in Part 1 can be provided in accordance with the following detail:

Organisations who will be delivering the task: Innovate UK Business Connect

I confirm that the task delivery will be in accordance with the requirements defined Part 1 – Statement of Requirement. yes in full

See Continuation Sheet

Continuation sheet attached (if appropriate) ☒

Anticipated start date:

22/11/2024

Anticipated completion date:

30/01/2025

**Pricing:**

Price (excluding VAT):

£15,000

	Summary	Financial Years			
	Total £ (excluding VAT)	FY25	FY	FY	Subsequent years
Total of task	£15,000	£15,000			
Cost of any proposed change					

**Total:**

£15,000

Price valid until date:

30/11/2024

Pricing Method (select as appropriate in accordance):

Firm priced at outset

☒

Pricing on ascertained costs (cost plus with a maximum limit of liability)

☐

Payment Terms (select as appropriate)

Payment on completion	<input type="checkbox"/>	milestone delivery	<input checked="" type="checkbox"/>
-----------------------	--------------------------	--------------------	-------------------------------------

Milestone/Stage Payments

The following deliverable(s) have been selected as significant events in the programme attracting payment to the value shown, on the date(s) given below:

Milestone No	Title or description	Due on or by (date):	£ (ex VAT)
--------------	----------------------	----------------------	------------

Redacted under FOIA Section 43 – Commercial Interest

Accounts Receivable branch:

Innovate UK Business Connect, Accounts Dept, Wing A and Main Meeting Room, Ground Floor HQ Building Thomson Avenue Harwell Didcot Oxfordshire OX11 0RL
---

Intellectual Property Rights (select as appropriate)

In accordance with Agreement Clause 21    X☐    Other    ☐

If other explain reason for variation of IPR condition:

**N.B. For Permitted Third Parties, the Service Receiver must include Intellectual Property Agreement Clause 21 or an explanation of variation within Part 1 of the Statement of Requirement above.**

Authorisation:

Name
Position
Organisation
Signature
Date

Redacted under FOIA Section 40 – Personal information

## Annex A to Agreement DST-0002

**Part 3 – Authorisation to Proceed** (to be Completed By The Service Receiver and returned to The Service Provider)

Authorisation is given to proceed with the work detailed in Parts 1 and 2 of this form in accordance with the SLA.

Start date as  
agreed:

21/11/2024

Completion date as  
agreed:

31/03/2025

**Task Reference Number to be  
quoted on all invoices relating to  
this Task:**

IUKBC – A01011

**Firm Price £**

15,000

**\* Delete as appropriate:**

**Service Receiver - Authorisation (Technical Authority)**

Name	Redacted under FOIA Section 40 – Personal information
Position	
Signature	
Date	

**Service Receiver - Authorisation (Commercial Authority)**

Name	Redacted under FOIA Section 40 – Personal information
Position	
Signature	
Date	

**Service Provider - Authorisation**

Name	Redacted under FOIA Section 40 – Personal information
Position	
Signature	
Date	



**Annex A to Agreement DST-0002**

**Part 4 - Task Order \*AMENDMENT/\*CANCELLATION** (to be Completed by either Participant)

**Task Reference Number :** .....

- \*1. Please provide a revised quotation for the modified requirement defined in the Tasking Form Appendix A attached.
- \*2. Please take no further action with Task Reference Number:.....
- \*3. Please terminate previously authorised work on Task Reference Number..... and provide your termination claim (with supporting justification) in accordance with the terms of this Agreement.



## Annex B to Agreement DST-0002

**Definitions**

In this SLA, unless the context requires otherwise, the following definitions will apply:

The masculine includes the feminine and vice versa and words importing the neuter includes the masculine and the feminine;

All singular includes the plural and vice versa;

The heading to any Agreement condition shall not affect the interpretation of that condition.

<b>Academia</b>	means private sector academic institutions like Universities and Colleges but not Public Sector Research Establishments
<b>Agreement</b>	means this Agreement concluded between the Participants including all terms and conditions, specifications, plans, drawings, schedules and other documentation, expressly made part of this Agreement.
<b>Approve, Approved and Approval</b>	means a Participant's prior written approval or consent, as the case may be;
<b>Cyber Risk Profile</b>	means the cyber risk profile assigned to a MOD contract or tasking where MODII is involved.
<b>Cyber Security Model</b>	means the proportionate security controls to be implemented and evidence to be submitted as part of all MOD contracts and tasking where MODII is involved.
<b>Data Protection Law</b>	means any data protection law, directive, legislative enactment, regulation or other binding restriction which is applicable to a Participant in exercising its rights or fulfilling its obligations under this Agreement for the protection of individuals and the processing of Personal Data, which includes to the extent applicable to the Services, the EU General Data Protection Regulation (2016/679/EU), the Data Protection Act 2018 and any other national implementing laws, regulations and secondary legislation (each as amended or updated from time to time in the UK) and any successor legislation.
<b>Deliverable</b>	Shall mean any tangible or intangible product, article, artefact, result, data, report, drawing, design, documentation, outcome, or material (of whatever nature, and in any format or media) which is created, written, generated, developed, or procured by one Participant (acting as the Service Provider) for the other (acting as the Service Receiver) either directly or through a Third Party, in accordance with a particular Tasking Form.
<b>Freedom of Information Act 2000</b>	means the Freedom of Information Act 2000, and any related subordinate Legislation and any guidance issued by the Information Commissioner.
<b>Further Exploit and Further Exploitation</b>	Shall mean any exploitation (of whatever nature) by either Participant of the other's Intellectual Property, beyond the rights of use set out in a Tasking Form or otherwise under this Agreement, whether on behalf of itself or a Third Party, under any other arrangement.

<b>Good Industry Practice</b>	means the exercise of that degree of skill, diligence, prudence, and foresight which would reasonably and ordinarily be expected from a skilled and experienced person engaged in England and Wales in the provision of services and deliverables of the same type as the Services and Deliverables, and acting in good faith and with sufficient financial and other resources to perform its obligations in respect of this Agreement.
<b>Industry</b>	means a branch of an economy that produces a closely-related set of raw materials, goods, or services in relation to this Service Level Agreement.
<b>Intellectual Property Rights / IPR / IP</b>	Shall mean any copyright, patent, trade mark, service mark, design right, trade secret, and any trade or business name or logo, moral right, data base right, domain name, interest in any website address, or know-how, (whether capable of registration or not in any country including the UK) and any such right in respect of which an application has been made to a competent authority (and "Intellectual Property" and "IP" shall be construed accordingly).
<b>Legislation</b>	means in relation to the United Kingdom any Act of Parliament, any subordinate legislation within the meaning of section 21 of the Interpretation Act 1978, any exercise of Royal Prerogative or any enforceable community right within the meaning of Section 2 of the European Communities Act 1972.
<b>MOD Identifiable Information (MODII)</b>	MOD Identifiable Information is defined as: <ul style="list-style-type: none"> <li>• All Electronic Information which is attributed to or could identify an existing or proposed MOD capability, defence activities or personnel and which the MOD requires to be protected against loss, misuse, corruption, alteration and unauthorised disclosure.</li> <li>• "Electronic Information" means all information generated, processed, transferred or otherwise dealt with under or in connection with the Contract, including but not limited to Data, recorded or preserved on any information system or electronic communications network</li> </ul>
<b>Normal Business</b>	Within activities authorised under the Authority of or to the order of the relevant Minister of the Crown in pursuance of the authority vested in the Minister by Parliament but specifically excluding any activities undertaken purely for Commercial gain.
<b>Participant Material</b>	means the Service Provider Material and the Service Receiver Material.
<b>Security</b>	means all aspects of physical, personnel, documentary, technical, information, and other security in respect of a Participant's business generally and of this Agreement in particular.
<b>Service Provider</b>	means whichever Participant provides Services and/or Deliverables to the other (either directly or through a Third Party) in accordance with a particular Tasking Form.
<b>Service Provider Material</b>	means any Intellectual Property, software, hardware, tool, equipment, document, process, technique, knowledge, information, data, design, plan, drawing, or material (of whatever nature, and in any format or media) which is owned by or licensed to the Service Provider and which is disclosed or provided to the Service Receiver in the course of a particular

	Task including any that is comprised in or incorporated into any Deliverable.
<b>Service Receiver</b>	means whichever Participant receives Services and/or Deliverables from the other (either directly or through a Third Party) in accordance with a particular Tasking Form.
<b>Service Receiver Material</b>	means any Intellectual Property, software, hardware, tool, equipment, document, process, technique, knowledge, information, data, design, plan, drawing, or material (of whatever nature, and in any format or media) which is owned by or licensed to the Service Receiver and which is disclosed or provided to the Service Provider in the course of a particular Task including any that is comprised in or incorporated into any Deliverable.
<b>Services</b>	means the services, specified in the respective Task Form, which are provided by one Participant (acting as the Service Provider) to the other (acting as the Service Receiver) either directly or through a Third Party, in accordance with a particular Task.
<b>Statement of Requirement(s)</b>	means the description and specification of the Services and or Deliverables detailed in the Tasking Form at Annex A.
<b>Task</b>	means a piece of work to be done or undertaken at the request of a Service Receiver, and provided by a Service Provider under this Agreement under the Tasking process and recorded on the associated proforma (Tasking Form) at Annex A.
<b>Tasking</b>	means the tasking procedure which is set out in this Agreement.
<b>Tasking Form</b>	means the proforma at Annex A that is used in the process of Tasking for any Task under this Agreement.
<b>Task Price</b>	means the agreed price (set or calculated as detailed within the associated Tasking Form) which is payable by the Service Receiver to the Service Provider in respect of a particular Task.
<b>Third Party</b>	shall mean any person other than a Participant.

**Annex C to Agreement DST-0002**

**Accounts Payable Branches for MOD**

**MOD**

Ministry of Defence,  
DBS Finance,  
Walker House, Exchange Flags  
Liverpool, L2 3YL  
Tel: 0151-242-2000

Payment will be made by electronic transfer through the Contracting, Purchasing and Finance (CP&F) electronic procurement tool

<https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement>

**Dstl**

Dstl Accounts Payable or Receivable (as applicable)  
PO Box 325  
Portsmouth West  
Portsmouth Hill Road  
FAREHAM  
PO14 9HL

Redacted under FOIA Section 40 – Personal information

**Accounts Payable Branches for UKRI (insert Permitted Third Party name and delete UKRI, if applicable)**

As set out in any Offer made in accordance with Part 2 of Annex A

Annex D to Agreement DST-0002

Contacts for MOD

Redacted under FOIA Section 40 – Personal information

Contacts for UKRI

Redacted under FOIA Section 40 – Personal information

Redacted under FOIA Section 43 – Commercial Interest