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1 PURPOSE

- 1.1 The Future Maritime Support Programme (FMSP) was established in 2016 to deliver the future contract arrangements for support to the Royal Navy for Submarines, Complex Warships and Naval Bases at Portsmouth, Devonport and Clyde. There will be 12 separate contracts procured through a combination of Single Source and Competitive Procurements
- 1.2 The MOD has moved away from a traditional Input Based Requirement type of Contracting towards an Output Based Requirement approach. It is intended that this approach will drive innovation into the Suppliers bids and in turn reduce current estimated future costs and improve performance for these services.
- 1.3 As a consequence of this contracting approach, specialist Management Consultancy is required to support comprehensive reviews of the design and support the technical aspects of the tender process. This will provide external validation of the design and this is a key aspect of the MOD's assurance process.

2 BACKGROUND TO THE AUTHORITY

- 2.1 This Acquisition for specialist Support to the Royal Navy is being undertaken by Defence Equipment & Support (DE&S) and is part of the Ministry of Defence (MoD).

3 BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT

- 3.1 FOI 43
- 3.2 FOI 43

4 DEFINITIONS AND ACRONYMS

| Expression or Acronym | Meaning |
|-----------------------|-----------------------------------|
| BAES | British Aerospace Systems |
| DE&S | Defence Equipment & Support |
| FMSP | Future Maritime Support Programme |
| MoD | Ministry of Defence |
| RN | Royal Navy |

5 THE REQUIREMENT

FOI 43

7 AUTHORITY'S RESPONSIBILITIES

- 7.1 As per Requirement (5.4)

8 REPORTING

- 8.1 The Supplier will be required to discuss with FMSP System Design 1, on a weekly basis, to review progress.
- 8.2 To inform the discussions in Para 8.1 and the Management of the Contract, the Supplier shall submit a weekly report to FMSP Solution Designs and Commercial stating the work undertaken in the last week and the planned work for the following week, detailing any deviations.
- 8.3 Any issues to be escalated to the Lead Contract Manager, for resolution within 24 hours

9 CONTINUOUS IMPROVEMENT

- 9.1 The Supplier should advise of new ways of working to the Authority during the life of Contract which could improve MoDs understanding of delivering successful Output Based Contracts.
- 9.2 Changes to the way in which the Services are to be delivered must be brought to the Authority's attention and agreed prior to any changes being implemented.

10 SUSTAINABILITY

- 10.1 The Supplier shall conform with all MoD Customer requirements in relation to Sustainability, in particular when working on Customer Site e.g. Trial Periods, which will be advised from time to time.

11 QUALITY

- 11.1 The Supplier will be subject to periodic Contract Management Reviews on completion of each of the Key Milestones.
- 11.2 All deliverables will be subject to the satisfaction of the MoD. An early delivered example will be subject to scrutiny by CASDD for readiness to issue in an ITN. Once deemed suitable it will be expected that other specifications are drafted to the same standard. All to be subject to review by the Lot Lead prior to issue.

12 PRICE

- 12.1 Prices will be submitted via Appendix E excluding VAT.

13 STAFF AND CUSTOMER SERVICE

- 13.1 The Suppliers staff assigned to FMSP shall have the relevant qualifications and experience to deliver the Key Milestones against the Contract.
- 13.2 The Supplier shall provide a high level of Customer Service throughout the Contract. 13.3
The Supplier shall work collaboratively with the MOD at all times

14 SERVICE LEVELS AND PERFORMANCE

- 14.1 FMSP Requirements Lead on behalf of the Authority will measure the quality of the Supplier's delivery through consultation with MoD stakeholders.
- 14.2 The Supplier will provide a monthly summary of the days and expenses incurred which (FMSP Sys Des 1) will provide assurance to FMSP Commercial that they represent a fair and accurate assessment of the work and that the work has been undertaken to sufficient quality.

15 SECURITY REQUIREMENTS

- 15.1 The supplier will comply with relevant Defence policies and procedures, including those related to security and working within MOD premises, as specified in the Contract Document Terms and Conditions and relevant Defence Policy and Guidance.
- 15.2 All personnel assigned to this Contract **must** have SC clearance at the time of Award. This must be retained throughout the Contract term.
- 15.3 Any data to be processed on behalf of the MOD must be done so within the UK with prior approval from the Authority.

16 PAYMENT

- 16.1 The Supplier may only submit invoices through the Authority's electronic supplier collaboration portal
- 16.2 Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables as listed at 7.1 above and per Appendix E - Pricing schedule to be submitted with the tender.
- 16.3 Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.
- 16.4 The Contracting Authority will have no obligation to pay the final milestone payment until all work and deliverables have been completed to the satisfaction of the Contracting Authority, and the Supplier has completed all of its obligations under the contract.

17 CONTRACT MANAGEMENT

- 17.1 The Supplier shall ensure to have a representative for the contract management, who shall manage the all administrative aspects of the contract, including disputes and contract resolution.
- 17.2 Attendance at Contract Review meetings shall be at the Supplier's own expense.

18 BASE LOCATION

- 18.1 The location of the Services will be carried out at HM Naval Base Portsmouth, and at the Supplier's premises if required.
- 18.2 Any other site visits to Abbey Wood, Devonport or Clyde or any other site as required to perform the work, will be based on MoD Travel Policy travel and subsistence rates, unless otherwise agreed by MOD case-by-case.

19 INTELLECTUAL PROPERTY RIGHTS (IPR)

- 19.1 The Supplier will have access to third party data and must comply with all IPR rights agreed between the MOD and a third party.

Contract Ref: FMSP/018
Appendix B — Statement of Requirements
Future Maritime Support Programme - Portsmouth Infrastructure Project Specifications

FOI 22

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APPENDICIES

- A. Location of Works
- B. Technical Specification
- C. Design Drawing Information
- D. Pricing Schedule
- E. Risk Register

