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DIPS Order Form Template**ORDER FORM**

This Order Form is for the provision of the Call -Off Deliverables. It is issued under the DIPS Framework Contract with a unique reference number starting with RM6249 to be issued by **DD PS Commercial Team**.

The DIPS Framework and this Call-Off Contract are to be for the delivery of service-based outcomes only. This Framework is not for the request and delivery of resource. If specific resources are needed alternative sourcing methods must be used, such as Public Sector Resourcing.

During the Call-Off Contract Period, the Requirement Holder and the Supplier may agree and execute a Statement of Work (in the form of the template set out in Schedule 3 to this **Order Form / Statement of Requirements Template**¹). Upon execution of any Statement of Work the provisions detailed therein shall be incorporated into the Call-Off Contract to which this Order Form relates.

The Parties agree that when the Requirement Holder seeks further Deliverables within the initial scope of the original Call-off contract from the Supplier that are not provided for in this Call-Off Contract, the Requirement Holder and Supplier will agree and execute a Call-Off Variation Form.

All capitalised terms in this **Order Form / Statement of Requirements Template** shall have the meanings set out in DIPS Framework Joint Schedule 1 (Definitions) unless otherwise stated.

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DIPS Order Form Template¹ This represents DIPS Framework Schedule 6**1. DIPS Requirement Identification**

Call-Off Lot	Lot 5 - Project, Programme and Portfolio Management (P3M)				
Call-Off Reference	RM2649/DIPS(5)/055	Version Number	1	Date	19/01/2025
Call-Off Contract title:	PS485 DD DAIC - DAIC Portfolio, Governance and Communications (PG&C) Maturity Service				
Call-Off Contract description:	Provision of DAIC PG&C Maturity Service to the DAIC Team.				
Commercial Strategy					
Further Competition	<input checked="" type="checkbox"/>	Competitive award criteria to be used for undertaking evaluation of proposal(s)	As set out in "Attachment 2 How to Bid" of the bid pack		
Direct Award*	<input type="checkbox"/>				
Contract Charges Contract Value (excluding VAT) for Call-Off Contract					
£1,391,075.00					
Timescales (Prior to Further Competition enter anticipated dates. Following Further Competition update with actual dates)					
Call-Off Start Date	20/01/2025				
Call-Off Initial Period	24 Months				
Call-Off Expiry Date	19/01/2027 (subject to contract signature date)				
Call-Off Optional Extension Period					
Minimum notice period prior to a Call-Off Optional Extension Period	1 Month				

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DIPS Order Form Template**2. Contact details**

Government Directorate / Organisation Title	<i>Defence Digital</i>		<i>PA Consulting</i>
Name of Requirement Holder's Authorised Representative		Name of Supplier's Authorised Representative	
Post title		Post title	
Requirement Holder's Address	<i>MOD Corsham</i> <i>Bldg 405</i> <i>Spur D2</i>	Supplier Address	<i>PA Consulting 10</i> <i>Bressenden Place, London,</i> <i>SW1E 5DN, United Kingdom</i>
Postcode	<i>Wiltshire</i> <i>SN13 9N</i>	Postcode	
Telephone		Telephone	
Email		Email	
Name of Requirement Holder's Project Lead		Project Lead's Contact Email	

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DIPS Order Form Template**3. Statement of Requirements (SOR)**

See Schedule 1 for SOR

Background/justification for Call-Off Contract

See Schedule 1 for SOR

Description of Services to be provided under the Call-Off Contract

See Schedule 1 for SOR

Activities required to be undertaken under the Call-Off Contract

See Schedule 1 for SOR

Outputs to be provided under the Call-Off Contract

See Schedule 1 for SOR

Acceptance/rejection criteria / provisions

See Schedule 1 for SOR

Material KPIs / Critical Service Level Failure

See Schedule 1 for SOR

List all Requirement Holder Assets applicable to the Services that shall be issued to the Supplier and returned to the Requirement Holder at termination of the Call-Off Contract

Not Applicable

Additional quality requirements & standards (in addition to any quality requirements & standards detailed in the addition to the DIPS Framework Call-off Schedules)

From the Call-Off Start Date, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards, including those referred to in DIPS Framework Schedule 1 (Specification). The Requirement Holder requires the Supplier to comply with the following additional Standards for this Call-Off Contract:

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DIPS Order Form Template**3. Statement of Requirements (SOR)**

Project and risk management

The Supplier shall appoint a Supplier's Authorised Representative and the Requirement Holder shall appoint a Requirement Holder's Authorised Representative, who unless otherwise stated in this Order Form shall each also act as Project Manager, for the purposes of this Contract through whom the provision of the Services and the Goods shall be managed day-to-day.

Both Parties shall pro-actively manage risks attributed to them under the terms of this Call-Off Contract. The Supplier shall develop, operate, maintain and amend, as agreed with the Requirement Holder, processes for: (i) the identification management of risks; (ii) the identification and management of issues; and (iii) monitoring and controlling project plans.

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4. Call-Off Incorporated Terms

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The following documents are incorporated into this Call-Off Contract. Where numbers are missing those DIPS Framework schedules are not being used in this Call-Off Contract. If the documents conflict, the following order of precedence applies:

1. This Order Form including the General Conditions in section 2(b) and the Call-Off Special Terms in section 2(c).
 2. Joint Schedule 1 (Definitions)
 3. Any Statement(s) of Work (in the form of the template set out in **Schedule 3** to this **Order Form / Statement of Requirements Template** (Framework Schedule 6)) executed by the Requirement Holder and the Supplier with a corresponding Call-Off Contract reference
 4. Framework Special Terms
 5. The following Schedules in equal order of precedence:
 - Joint Schedules ○ Joint Schedule 2 (Variation Form) ○ Joint Schedule 3 (Insurance Requirements) ○ Joint Schedule 4 (Commercially Sensitive Information) ○ Joint Schedule 5 (Corporate Social Responsibility) ○ Joint Schedule 7 (Financial Difficulties) **[Not Used]** ○ Joint Schedule 8 (Guarantee) **[Not Used]** ○ Joint Schedule 10 (Rectification Plan) ○ Joint Schedule 11 (Processing Data) **[Not Used]**
 - Call-Off Schedules ○ Call-Off Schedule 2 (Staff Transfer), **Part D.** ○ Call-Off Schedule 3 (Continuous Improvement) ○ Call-Off Schedule 4 (Tender Response) ○ Call-Off Schedule 5 (Pricing Details and Expenses Policy) ○ Call-Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliverables) **[Not Used]** ○ Call-Off Schedule 8 (Business Continuity and Disaster Recovery) **[Not Used]** ○ Call-Off Schedule 9 (Security) **[Short Form Applies]** ○ Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 13 (Implementation Plan and Testing) **[Not Used]**
 - Call-Off Schedule 14 (Service Levels) **[Not Used]** ○ Call-Off Schedule 17 (MOD Terms) **[Not Used]** ○ Call-Off Schedule 25 (Ethical Walls Agreement) **[Not Used]** ○ Call-Off Schedule 26 (Cyber)
 - 1 Core Terms (DIPS version)
 - 2 Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Requirement Holder (as decided by the Requirement Holder and Commercial) take precedence over the documents above.
- No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

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DIPS Order Form Template**5a. General Conditions****Additional Conditions:**

1. An IR35 Assessment of this requirement identified that it is [REDACTED]
2. DCPD Risk Assessment Ref: RAR-241031A04 Cyber Risk Profile: N/A
Supplier to complete SAQ using the SAQ Form which must be returned to UKStratComDD-CyDR-DCPD@mod.gov.uk
3. No specific Quality Management System requirements are defined. This does not relieve the Supplier of providing conforming products under this contract.
4. No Deliverable Quality Plan is required reference DEFCON 602B.
5. Concessions shall be managed in accordance with Def Stan. 05-061 Part 1, Issue 7 - Quality Assurance Procedural Requirements - Concessions.
6. Any contractor working parties shall be provided in accordance with Def Stan. 05-061 Part 4, Issue 4 - Quality Assurance Procedural Requirements - Contractor Working Parties.

**5b. Call-Off Special Terms**

1. The requirement to erase all Government Data in Clauses 10.6.1(d), 14.8(d) of the Core Terms and in Call-Off Schedule 9 (Security) is not applicable
2. The Buyer will make its own back-ups of Government Data. Accordingly, the requirements of Clause 14.3 and 14.8(a) of the Core Terms are waived by the Buyer in respect of this Call-Off Contract

5c. Maximum Liability

The limitation of the Supplier's liability for this Call-Off Contract is stated in Clause 11.4 of the Core Terms.

5d. Requirement Holder's Security Policy

A **Security Aspects Letter** to be issued and executed alongside this Order Form – to be included at Schedule 4 of the Order Form
Where applicable, a Security Aspects Letter should be issued and executed alongside this Order Form.

5e. Cyber Essentials Scheme

In accordance with DIPS Framework Call-Off Schedule 26 (Cyber): -

Cyber Essentials Plus: The Requirement Holder requires the Supplier to have / maintain a **Cyber Essentials Plus** level Certificate for the work undertaken under this Call-Off Contract.



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Cyber Essentials: The Requirement Holder requires the Supplier to have / maintain a Cyber Essentials level Certificate for the work undertaken under this Call-Off Contract.	<input type="checkbox"/>
The Requirement Holder requires no level of Cyber Essentials	<input checked="" type="checkbox"/>

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5f. Requirement Holder's Environmental Policy

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Available online at: Management of environmental protection in defence (JSP 418) - GOV.UK (www.gov.uk) This version is dated 18th August 2023

5g. Social Value Commitment

The supplier will meet the social value commitments set out in their tender response (Call off Schedule 4 (Call off Tender) and included in Schedule 1 Statement of Requirements Deliverable 11.

5h. Quality Assurance Conditions

According to the product or scope of the work to be carried out, the Supplier shall meet the following requirements:

Allied Quality Assurance Publications (AQAP) 2110 – North Atlantic Treaty Organization (NATO) Quality Assurance Requirements for Design, Development and Production.

☐

Certificate of Conformity shall be provided in accordance with DEFCON 627 (*Edn 12/10*).

Deliverable Quality Plan requirements:

DEFCON 602A (*Edn 12/17*) - Quality Assurance with Quality Plan

☐

DEFCON 602B (*Edn 12/06*) - Quality Assurance without Quality Plan

AQAP 2105:2 – NATO Requirements for Deliverable Quality Plans

☐
Software Quality Assurance requirements

Allied Quality Assurance Publications (AQAP) 2210 – North Atlantic Treaty Organization (NATO) Supplementary Software Quality Assurance Requirements to AQAP-2110 shall apply

☐
Air Environment Quality Assurance requirements

Defence Standard (DEF STAN) 05-100 – Ministry of Defence Requirements for Certification for Aircraft Flight and Ground Running (Mandatory where flying and/or ground running of issued aircraft is a requirement of the Task)

☐

Relevant MAA Regulatory Publications (See attachment for details)

☐

Additional Quality Requirements (See attachment for details)

☐
Planned maintenance schedule requirement

Not Applicable

☐
5i. Implementation Plan

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Not Applicable

**3. Additional Insurances**

Not Applicable

4. Guarantee

Not Applicable

5i. Proposed Subcontractor(s)

N/A

5j. Commercially Sensitive Information

All information contained with our Tender submission and pricing is considered commercially sensitive as this information would provide an unfair advantage to our competitors in future Tenders.

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DIPS Order Form Template**6. Requirement Holder Commercial Officer Authorisation**

Order Form approved by (Name in capital letters)		Telephone	
Directorate / Division		Email	
Organisation Role / Position		Date	
Approver's signature			

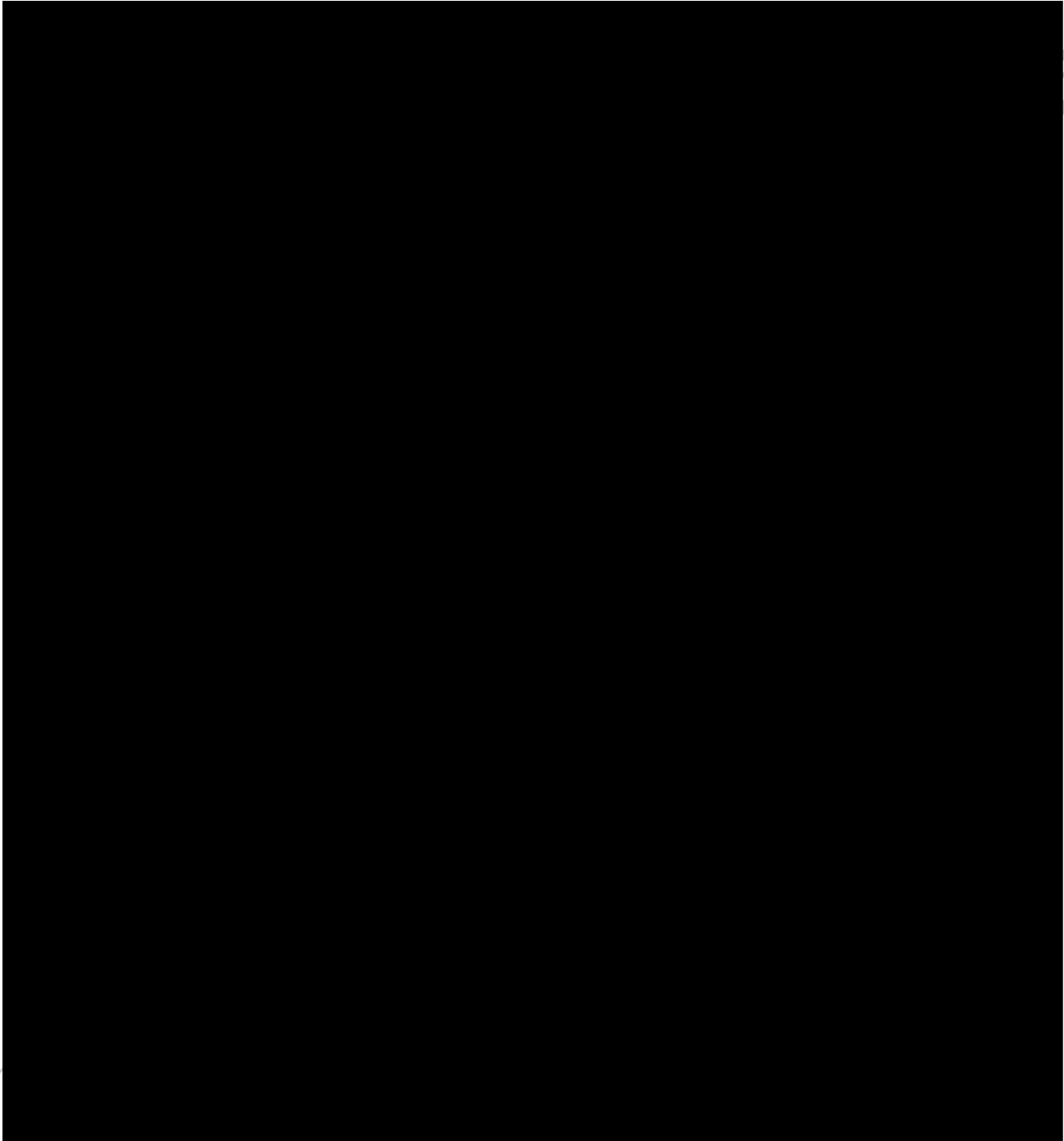
7. Acknowledgement by Supplier

Order Form acknowledged by (Name in capital letters)		Telephone	
Supplier Name	PA Consulting Services Limited	Email	
Supplier Role / Position		Date	18 Feb 2025
Approver's signature	Signed by email		

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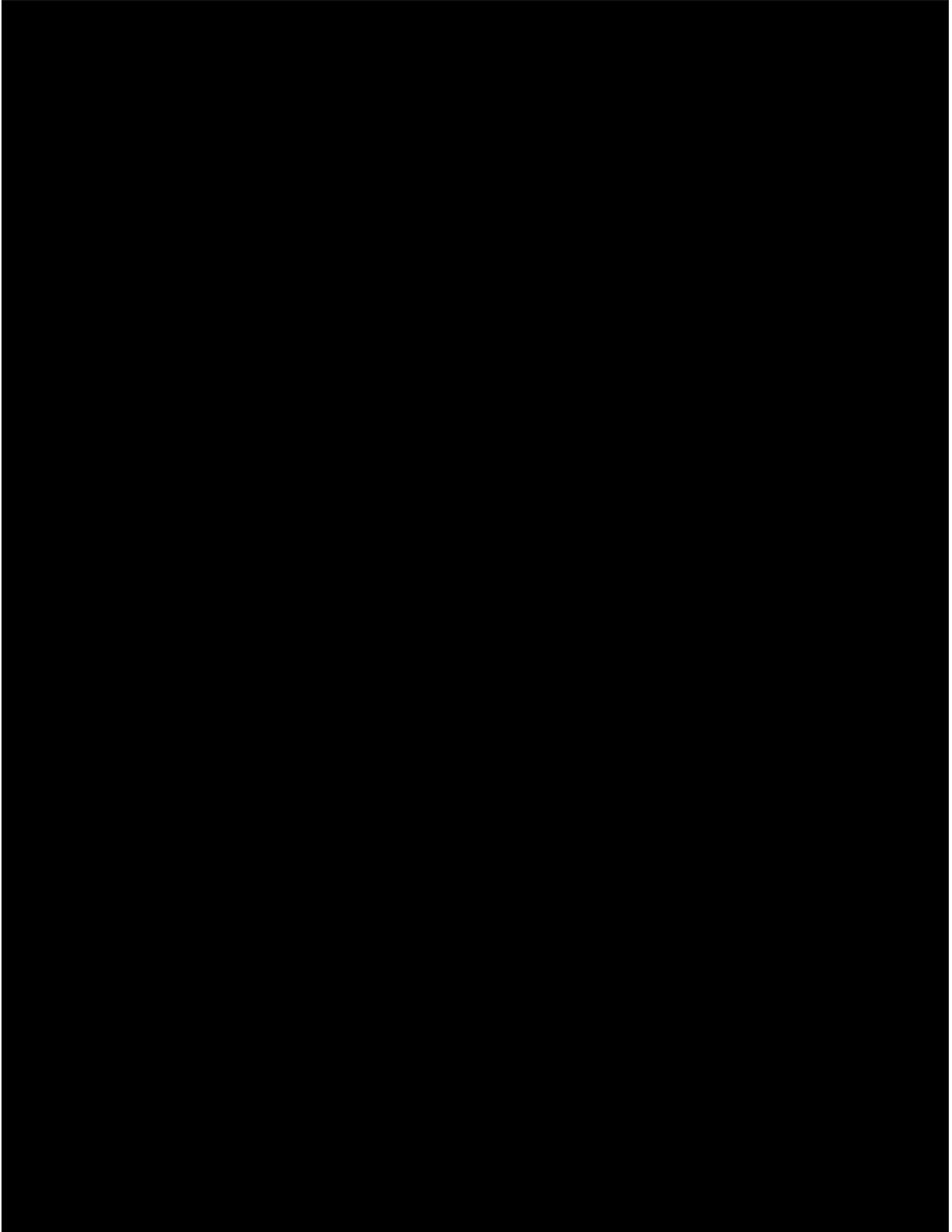
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Schedule 1 – Statement of Requirements (SOR)



DIPS Order Form Template

Schedule 2 – Pricing Response



DIPS Order Form Template

Schedule 3 – Statement of Work [Template]

Not Applicable

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Schedule 4- Security Aspects Letter

