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**RM6100 Technology Services 3
Framework Schedule 4 Annex 1
Lot 1 Order Form**

Order Form

This Order Form is issued in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100 dated 16 June 2021 between the Supplier (as defined below) and the Minister for the Cabinet Office (the "**Framework Agreement**") and should be used by Buyers after making a direct award or conducting a further competition under the Framework Agreement.

The Contract, referred to throughout this Order Form, means the contract between the Supplier and the Buyer (as defined below) (entered into pursuant to the terms of the Framework Agreement) consisting of this Order Form and the Call-Off Terms. The Call-Off Terms are substantially the terms set out in Annex 2 to Schedule 4 to the Framework Agreement and copies of which are available from the Crown Commercial Service website at [Technology Services 3 - CCS](#). The agreed Call-Off Terms for the Contract being set out as the Annex 1 to this Order Form.

The Supplier shall provide the Services and Deliverables specified in this Order Form (including any attachments to this Order Form) to the Buyer on and subject to the terms of the Contract for the duration of the Contract Period.

In this Order Form, capitalised expressions shall have the meanings set out in Schedule (Definitions) of the Call-Off Terms.

This Order Form shall comprise:

1. This document headed "Order Form";
2. Attachment 1 – Services Specification;
3. Attachment 2 – Schedule of Processing, Personal Data and Data Subjects;
4. Attachment 3 – Transparency Reports; and
5. Attachment 4 – Charges and Invoicing;
6. Annex 1 – Call-Off Terms.
7. Annex 2 – Bidders' Tender Response
8. Annex 3 – Clarification Questions and Responses

The Order of Precedence shall be as set out in Clause 2.2 of the Call-Off Terms being:

- a) the Framework, except Framework Schedule 18 (Tender);
-) the Order Form and its Attachments specifically including Annex 2 Bidders Tender Response;
- b) the Call-Off Terms; and
- c) Framework Schedule 18 (Tender).
-) Clarification Questions and Responses



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Section A General information

Contract Details	
Contract Reference:	C400518
Contract Title:	Trust Programme Client Side Partner
Contract Description:	<p>The Trust Programme Client Side Partner will work alongside the UKHSA to support the large-scale transformation work within the agency in order to achieve compliance with DSPT-CAF by June 2027 and sustainably compliant by June 2028. The Supplier will</p> <ul style="list-style-type: none"> • Provide specialist Programme Management Team resources to the Trust Programme as required. • Provide specialist Operational Commercial Management resources and capabilities to support the Trust Programme Management Team as required. • Provide specialist Project Management resources and project support resources to Trust Programme projects as required.
Commencement Date: this should be the date of the last signature on Section D of this Order Form	27 November 2025

Buyer details
Buyer organisation name



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UK Health Security Agency

Billing address

Your organisation's billing address - please ensure you include a postcode

UKHSA, 10 South Colonnade, Canary Wharf, London, E14 4PU

Buyer representative name

The name of your point of contact for this Order

[Redacted]

Buyer representative contact details

Email and telephone contact details for the Buyer's representative. This must include an email for the purpose of Clause 34.2 of the Contract.

[Redacted]

Buyer Project Reference

Please provide the customer project reference number.

[Click here to enter text.](#)

Supplier details

Supplier name

The supplier organisation name, as it appears in the Framework Agreement

KPMG LLP

Supplier address

Supplier's registered address

15 Canada Square, Canary Wharf, London, E14 5GL

Supplier representative name

The name of the Supplier point of contact for this Order

[Redacted]

Supplier representative contact details

Email and telephone contact details of the supplier's representative

[Redacted]

Order reference number or the Supplier's Catalogue Service Offer Reference Number

A unique number provided by the supplier at the time of the Further Competition Procedure. Please provide the order reference number, this will be used in management information provided by suppliers to assist CCS with framework management. If a Direct Award, please refer to the Supplier's Catalogue Service Offer Reference Number.

[Click here to enter text.](#)



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Section B

Part 1 - The Services Requirement

Commencement Date

See above in Section A

Contract Period

Guidance Note – this should be a period in months from the Commencement Date, up to the maximum permitted Contract Period of 24 months (2 years)

Initial contract term : 27 November 2025 to 26 November 2026

Up to 24 month extension: 12 months + 12 months

Clause 4 of the Call-Off Terms shall be numbered clause 4.1 and the following clause shall be inserted:

Insertion as clause 4.2

The Buyer may elect to extend the Contract Period by any unit of time (the “Extension Period”) including the extension of an Extension Period (the “Further Extension Period”) by giving the Supplier at least 30 days’ notice before the end of the Contract Period (or an Extension Period or Further Extension Period (as applicable).

The Parties shall agree a Statement of Work for the Services that will be provided during the Contract Period. For the Extension Period or Further Extension Period the Statement of Work(s) will be agreed before the commencement of the Extension Period in accordance with clause 7A as specified in Section C of this Order Form.

All Statements of Work agreed by the Parties shall be appended to this Order Form upon signature of the Statement of Work.

Clause 5.1 of the Core Terms shall be amended and the following wording shall be inserted after the full stop:

“For the purposes of this Contract the Services shall be delivered by way of one or more Statements of Work which shall define the scope of the Services to be provided to the Buyer by the Supplier and the relevant Charges (the “Statements of Work” or “SOW”).”

Clause 5 shall be amended to insert clause 5.1A after clause 5.1:

In this clause 5 the tender (the “Tender”) shall mean the tender submitted to the Buyer by the Supplier dated 2 September in Annex 2 to this Order form.

Clause 5.2.3 shall be amended to delete the word “and” after the semi colon.

Clause 5.2.4 shall be amended to insert the word “and” after the semi colon.

Insert clause 5.2.4 as follows:

“5.2.4 in accordance with its Tender .”



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Minimum Notice Period for exercise of Termination Without Cause (Calendar days)

Services

The Supplier shall provide the following Services to the Buyer:

To provide the necessary staffing resource and expertise to design, build, deliver and embed the cyber security, privacy and information and records management controls and solutions. These will be aligned to the DSPT-CAF and will be required to deliver modernised, fit for purpose, compliant and value for money services in support of UKHSA operations. The Services are more particularly described in Attachment 1 (Services Specification).

Deliverables

The Supplier shall provide the following Deliverables to the Buyer as part of the Services:

- Provide specialist Programme Management Team resources (e.g. PMO, RAID management, Change management and Communications specialists) to the Trust Programme as required by the Authority.
- Provide specialist Programme Commercial Management resources and capabilities to support the Trust Programme Management Team. They will augment the capacity of UKHSA's Commercial team to negotiate future statements of work, control current statements of work as well as coordinating and contributing to Trust Programme Business Case updates as required for Lot A.
- Provide specialist Project Management resources (e.g. Project Manager, Project change etc.) and project support resources (e.g. technology specialists, cyber security specialists, privacy specialists, IRM specialists) to Trust Programme projects as required.

These resources will be used to augment the civil service team. It is anticipated that the Trust Programme will have variable requirements for Commercial Management, Project Management and Project Support resources throughout its delivery. The Supplier should be able to respond to increases and decreases in resource requirements quickly while still being able to provide high quality resources as needed.

The Deliverables are more particularly described in Attachment 1 (Services Specification).

Sites for the provision of the Services

Guidance Note - Insert details of the sites at which the Supplier will provide the Services and/or Deliverables, which shall include details of the Buyer Premises, Supplier premises and any third party premises.

The Supplier shall provide the Services and/or Deliverables from the following Sites:

Buyer Premises:

The location of the Services will be carried out at the Supplier's premises or remotely. The Buyer may request attendance at their office locations. No travel expenses or subsistence payments will be due for travel to/from the Buyer's offices. On the basis of the nature of activities likely to be required to be undertaken by the Supplier and notwithstanding the generality of the foregoing, the



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Parties shall discuss and agree any specific principles relating to the location from which Services (or parts thereof) will be provided and include such agreement in each applicable Statement of Work.

Supplier Premises:

As many individuals providing the services will be working from the supplier’s office locations within the UK and non-UK locations the premises from which the services will be provided will include various home and office locations within the UK and non-UK locations as agreed with the Buyer. On the basis of the nature of activities likely to be required to be undertaken by the Supplier and notwithstanding the generality of the foregoing, the Parties shall discuss and agree any specific principles relating to the location from which Services (or parts thereof) will be provided and include such agreement in each applicable Statement of Work.

Third Party Premises:

As many individuals providing the services will be working in a hybrid manner, from home and from office locations, the premises from which the services will be provided will include various home and office locations within the UK and non-UK locations as agreed with the Buyer. On the basis of the nature of activities likely to be required to be undertaken by the Supplier and notwithstanding the generality of the foregoing, the Parties shall discuss and agree any specific principles relating to the location from which Services (or parts thereof) will be provided and include such agreement in each applicable Statement of Work.

Additional Standards

Guidance Note: see Clause 7 (Standards) and the definition of Standards in Schedule 1 of the Call-Off Terms. Specify any particular standards that should apply to this Contract over and above the Standards.

Not applicable

Key Supplier Personnel

Guidance Note: see Clauses 6.4 – 6.8 of the Call-Off Terms. Include any Key Supplier Personnel (and their Key Roles).

Key Supplier Personnel	Key Role(s)	Duration
[REDACTED]	Engagement Quality and Risk Review Lead	Contract period
[REDACTED]	Major Programme Delivery Specialist	Contract period
[REDACTED]	Engagement Leader & Programme Director	Contract period

Buyer Property

Guidance Note: see definition of Buyer Property in Schedule (Definitions) of the Call-Off Terms. Include details of any property other than real property or IPR below.

- The Buyer shall provide laptop devices to the Supplier for the performance of the Contract and all SoWs. All work related to the Services must be carried out via these issued devices and only by cleared staff.
- All processing of Buyer Data will be on Buyer systems within the virtual desktops, except where Buyer Data is required for approval by the Supplier for incident resolution purposes



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subject to the data deletion requirements described in Attachment 2 (Data Processing), and all processing shall be in accordance with the provisions governing data processing set out in this Contract.

- The Supplier shall comply with the geographical restrictions notified to it by Buyer with regards to location of personnel and transfers of Buyer Data and may only use personnel and transfer Buyer Data in jurisdictions agreed by the Buyer and detailed within this Contract.
- Buyer will maintain its infrastructure and the Buyer Assets (hardware and software) during the term of the Contract.
- Supplier is not responsible for, and shall have no liability arising out of or relating to, the performance, reliability, availability, or security of any Buyer or third party system or hardware which is not within the scope of the Services.
- It is Buyer's responsibility to ensure that appropriate Buyer systems management and operations functions are in place to support the Services (including VDI access and performance).

On the basis of the nature of activities likely to be required to be undertaken by the Supplier and notwithstanding the generality of the foregoing, the Parties shall discuss and agree any specific principles relating to the provision of Buyer Assets and include such agreement in each applicable Statement of Work.

Buyer Security Policy

Guidance Note: where the Supplier is required to comply with the Buyer's Security Policy then append to this Order Form below.

All resources provided for the Trust Programme Suppliers will have a minimum of BPSS clearance. Some roles will require L2 SC clearance, these will be agreed between the Authority and the Suppliers as needed.

When operating on or within the UKHSA network the Supplier must comply with all relevant policies including the UKHSA Data protection and accountability framework and Cyber security and cyber policies.

Buyer Enhanced Security Requirements

Guidance Note: if the Supplier has access to the Buyer System then the Buyer should consider including additional enhanced security requirements here to govern the Supplier's use of such system – this might include incorporating an ICT policy. These requirements are in addition to those set out in the Security Policy (if any) above.

Not Applicable

Insurance

Guidance Note: if the Call Off Contract requires a higher level of insurance cover than the £1m default in Framework Agreement or the Buyer requires any additional insurances please specify the details below.

Third Party Public Liability Insurance (£) - £10,000,000

Professional Indemnity Insurance (£) - £10,000,000

Employers Liability Insurance (£) - 10,000,000



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Such insurance limits shall apply to the Initial Term and refresh for each Extension Period.

Key Sub-Contractors

Guidance Note: see Framework Schedule 7 (Key Sub-Contractors) for detail and include here details of any Key Sub-Contractors which are applicable to this Contract.

BAE Systems Applied Intelligence Ltd

Surrey Research Park, Guildford, Surrey, UK, GU2 7RQ
[REDACTED]

Goods/Services to be provided: Specialists in data privacy and cyber security

APIRA Limited

3 Forbury Place, 23 Forbury Road, Reading, UK RG1 3JH
[REDACTED]

Goods/Services to be provided: Specialists in data privacy and cyber security

Part 2 – Charges, Payment and Invoicing

Contract Charges (excluding VAT)

Guidance Note - insert the applicable Charges having regard to Framework Schedule 3 (Framework Prices and Charging Structure) and include details of time and materials and any fixed price. Also include details of any agreed expenses and terms relating to such expenses.

Initial contract term till 26 November 2026: no initial committed value

Contract Anticipated Potential Value: up to the value of £5,100,000 (ex VAT) / £6,120,000 (inc VAT) with no committed value

All Charges shall be payable by the Buyer in accordance with the Payment Profile set out below.

Payment Profile

Guidance Note – insert details of payment profile which may be monthly or quarterly in arrears or the parties may agree to include payments associated with the achievement of milestones, in which case details of milestones payments should be included here.

The Supplier's Charges shall be invoiced monthly in arrears from the commencement date on an as-used basis by the Supplier. The Buyer shall validate each invoice and, provided that such invoice is not disputed, make payment of the same within 30 days of the date of the issue of that invoice.

Invoice Details

The Supplier will issue Electronic Invoices in accordance with the agreed Payment Profile.

All invoices must be sent to:

UK Health Security Agency,
10 South Colonnade, London, E14 4PU



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Email: payables@ukhsa.gov.uk

The Supplier shall in respect of all activities performed provide with each invoice a breakdown of each individual working on the activities which accurately state the amount of time that each individual has worked on each of those activities. All invoices must also include the Contract Reference Number and Purchase Order number.

Method of Payment

Guidance Note – insert method of payment e.g. BACS.

The payment method for this Contract is BACS

Contract Anticipated Potential Value: Up to £5,100,000 (ex VAT)
Up to £6,120,000 (inc VAT)

Guidance Note: for procurement purposes the Buyer will need to include details of the overall anticipated potential value of this Contract over the Contract Period

Part 3 – Additional and Alternative Buyer Terms

Additional Schedules and Alternative Clauses (see Annex 3 of Framework Schedule 4)

This Annex can be found on the RM6100 CCS webpage. The document is titled RM6100 Additional and Alternative Terms and Conditions Lot 1.

Additional Schedules

Guidance Note: Tick any applicable boxes below

Additional Schedules	Tick as applicable
S1: Business Continuity and Disaster Recovery	<input checked="" type="checkbox"/>
S2: Continuous Improvement	<input type="checkbox"/>
S3: Supply Chain Visibility	<input type="checkbox"/>

Where selected above the Additional Schedules set out in document RM6100 Additional Terms and Conditions Lot 1 shall be incorporated into this Contract.

Alternative Clauses

Guidance Note: Tick any applicable boxes below

The following Alternative Clauses will apply:

Alternative Clauses	Tick as applicable
Scots Law	<input type="checkbox"/>
Northern Ireland Law	<input type="checkbox"/>

Where selected above the Alternative Clauses set out in document RM6100 Additional and Alternative Terms and Conditions Lot 1 shall be incorporated into this Contract.

Liability



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*Guidance Note: to the extent that the Buyer would like to **increase** the limits of liability contained in Clause 12.1 of the Call-Off Terms, then specify the alternative limit below. Neither party is permitted to lower the limits set out in Clause 12.1 of the Call-Off Terms.*

The limitation of liability set out in Clause 12.1 of the Call-Off Terms shall be amended to read:

N/A

Termination for Convenience

Guidance Note: insert details of the notice period for termination for convenience where such period needs to be shorter or longer than the standard position under the Call-Off Terms.

The notice period for termination of convenience set out in Clause 19.1 of the Call-Off Terms shall be amended from 30 Working Days to read: N/A

Section C Supplier response

Commercially Sensitive information

Any confidential information that the Supplier considers sensitive for the duration of an awarded Contract should be included here. Please refer to definition of Commercially Sensitive Information in the Contract – *use specific references to sections rather than copying the relevant information here.*

N/A

Section D Contract award

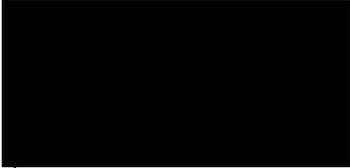
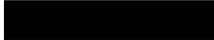
This Contract is awarded in accordance with the provisions of the Technology Services 3 Framework Agreement RM6100.



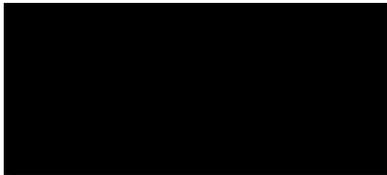
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SIGNATURES

For and on behalf of the Supplier

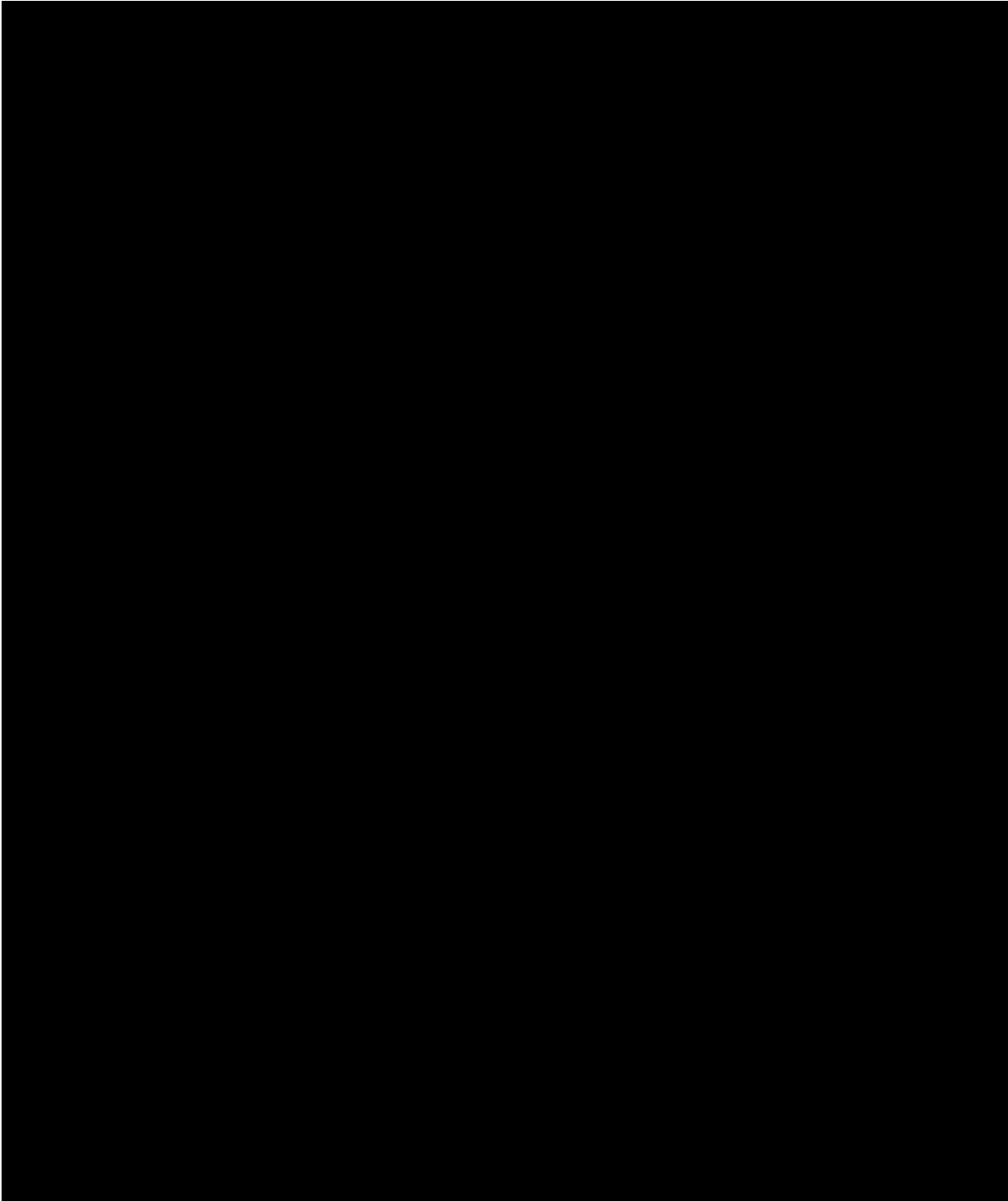

Full Name: 
Job Title/Role: PARTNER, KPMG
Date Signed: 27 NOV 2025

For and on behalf of the Buyer


Full Name: 
Job Title/Role: Director Commercial, Vaccines and Countermeasures Delivery
Date Signed: 28th Nov 2026

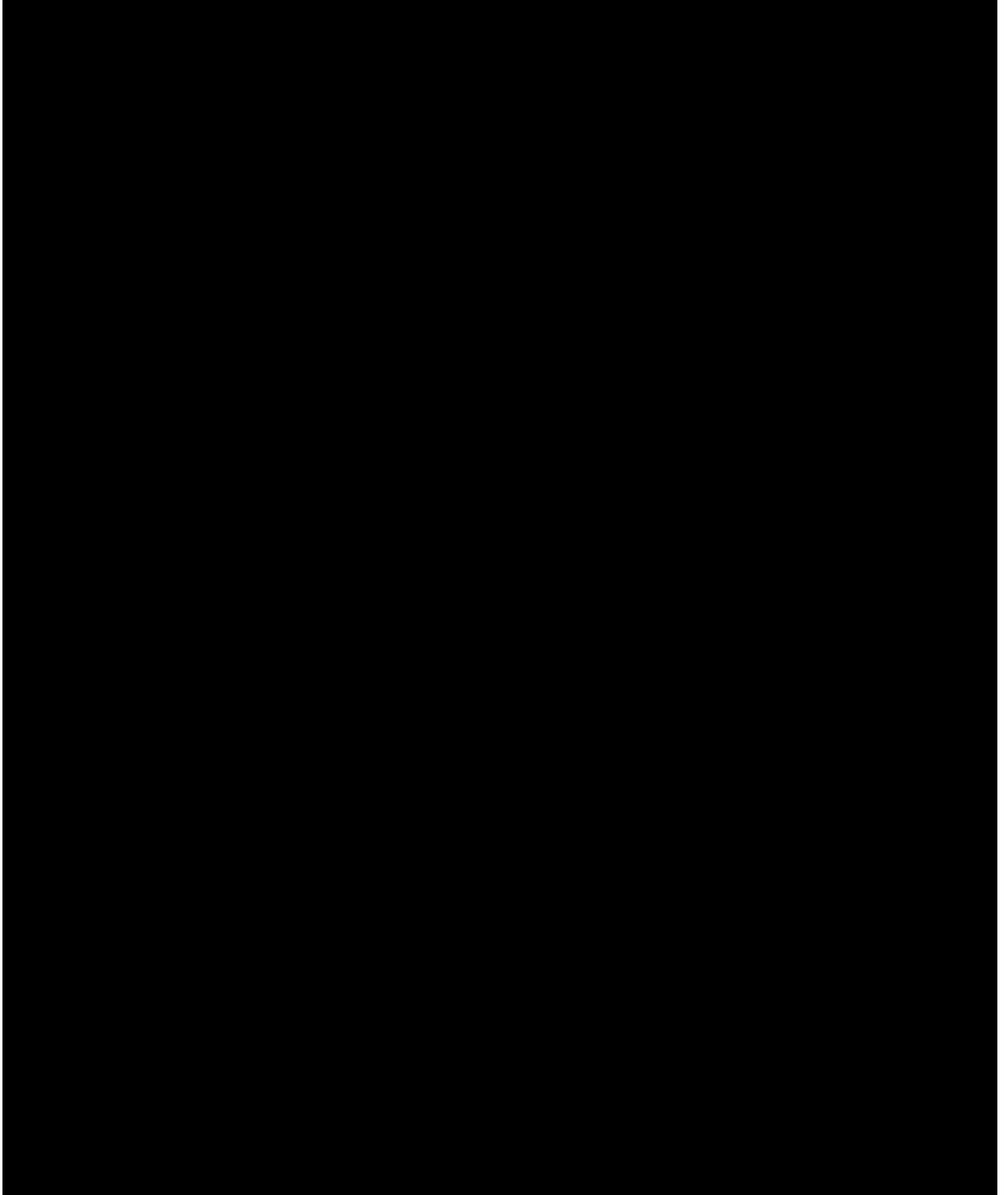


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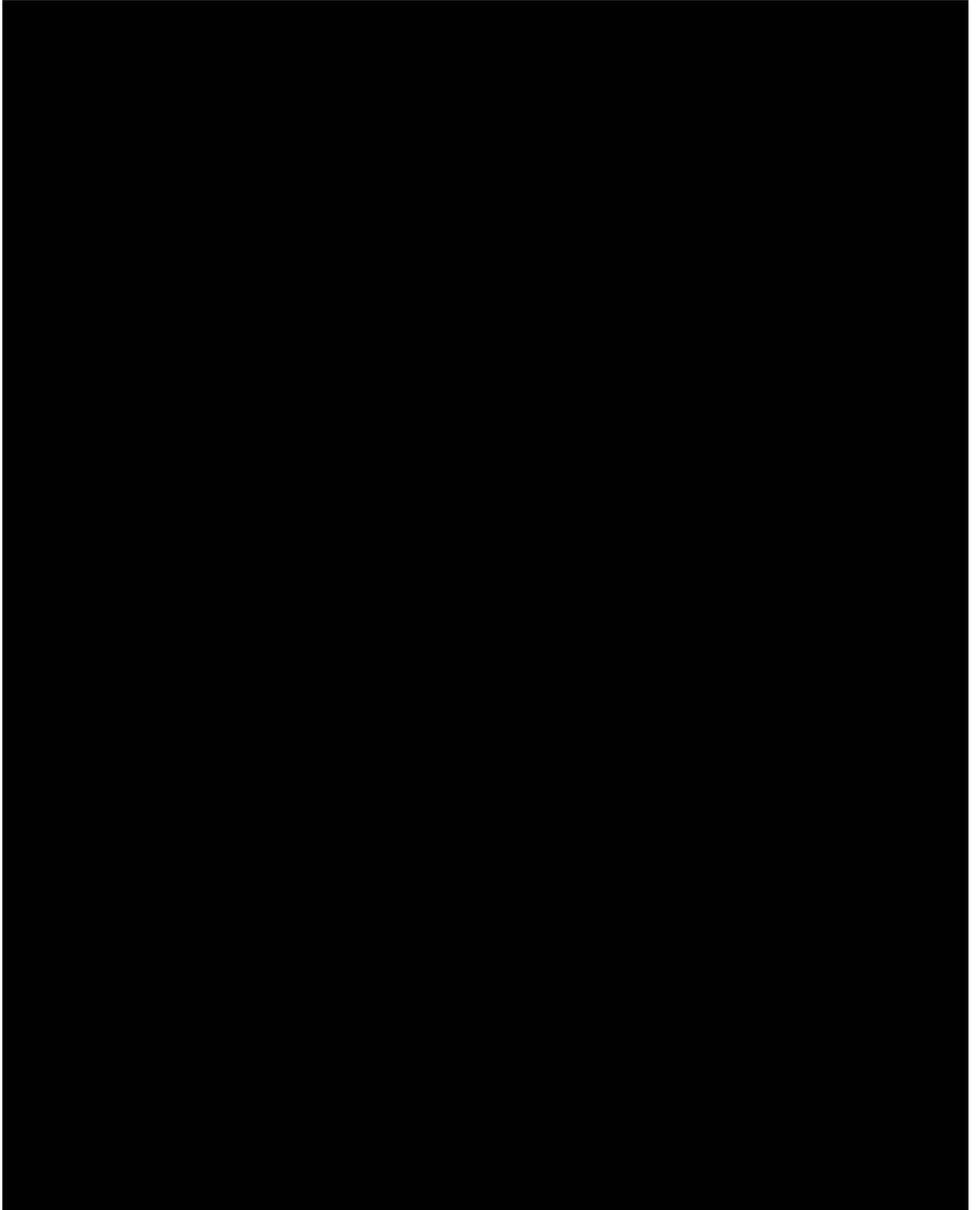


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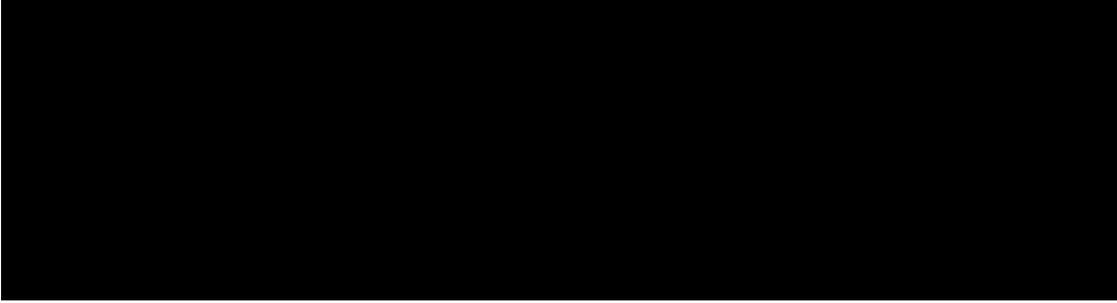


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Attachment 2 – Schedule of Processing, Personal Data and Data Subjects

This Attachment 2 shall be completed by the Buyer, who may take account of the view of the Supplier, however the final decision as to the content of this Attachment 2 shall be with the Buyer at its absolute discretion.

1. The contact details of the Buyer’s Data Protection Officer are:
data_protection@dhsc.gov.uk
2. The contact details of the Supplier’s Data Protection Officer are: [REDACTED]
dataprivacy@kpmg.co.uk.
3. The Supplier shall comply with any further written instructions with respect to processing by the Buyer.
4. Any such further instructions shall be incorporated into this Attachment 2.

Description	Details
Identity of the Controller and Processor	<p>The Buyer is Controller and the Supplier is Processor.</p> <p>The Parties acknowledge that in accordance with Clause 34.2 to 34.15 and for the purposes of the Data Protection Legislation, the Buyer is the Controller and the Supplier is the Processor.</p> <p>On the basis of the nature of activities likely to be required to be undertaken by the Supplier, the Parties shall discuss and agree the details in each applicable Statement of Work.</p>
Subject matter of the processing	To be determined within each Statement of Work
Duration of the processing	Duration of the Contract, including any extensions to it.
Nature and purposes of the processing	<p>The Supplier is being appointed as a Client Side Partner for the UKHSA Trust Programme</p> <p>The Programme is comprised of a range of business-wide activities that will involve the processing of Buyer Data, which may include staffing information, or access to any relevant buyer data which may be necessary to carry out the required work.</p>
Type of Personal Data being Processed	To be determined within each Statement of Work. The Supplier should ensure that the project and its deliverables comply with UK GDPR requirements if Personally Identifiable Information (PII) is being processed. These Project Privacy Specialists will be required to conduct the following activities throughout the project lifecycle:



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	<ul style="list-style-type: none"> • Lead or provide specialist support to the design of project Privacy related data, information, products, processes or tools. • Assist in the creation and management of Data Protection Impact Assessments (DPIA). • Update the UKHSA Record of Processing Activities (ROPA) as required by UKHSA and the project. • Recommend any controls or processes which should be put in place to improve the privacy compliance. • Identify and raise any risks to information processing based on non-compliance or partial compliance with DSPT-CAF and/or UK GDPR. • Review all privacy controls implemented in the project.
<p>Categories of Data Subject</p>	<p>To be determined at each Statement of Work</p>



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Attachment 3 – Transparency Reports

KEY PERFORMANCE INDICATORS

The following measures shall be used as the default Key Performance Indicators throughout the contract. Future Statements of Work may change or update these as necessary.

1. **SoW Budget Variance:** Fixed price SoWs shall not deviate from the agreed upon fixed price unless varied by the Buyer. For any future SoWs that involve other pricing model shall be measured against target budget.
2. **Project Schedule Variance:** Measured as compliance against target date for each outcome and project milestone, based on days late/early.
3. **Individual SoW Outcomes Acceptance Rate:** Measured as how many project or programme outcomes have been successfully delivered by the agreed date, and with no conditions or actions outstanding.

Title	Content	Format	Frequency
Performance	<ul style="list-style-type: none"> • Summary of activities completed • Overview of open and closed actions 	MS Word + Powerpoint + Excel	Weekly
Charges	<ul style="list-style-type: none"> • Charges associated with the activities completed, broken down by staff per activity • Forecast of the Charges associated with future activities • Spend against budget 	MS Excel	Monthly
Key Sub-Contractors	Summary of key-subcontractor duties and activities	MS Word	Monthly
Performance management	Summary of any outstanding actions which are either, late, requiring rectification or disputed by the Buyer.	MS Word + Powerpoint + Excel	Monthly
Additional Reporting Requirements may be stipulated in each Statements of Work			



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Attachment 4 – Charges and Invoicing

The Contract will operate subject to the following Daily Rates. Rates include all expenses, but exclude VAT.

ROLE - Project Manager

SFIA Levels (Change and Transformation) Guidance: Please refer to SFIA version 9 for further details	Daily Rate - UK based resources (£ exc. VAT)
4	
5	
6	

ROLE - Culture Change & Comms Lead

SFIA Levels (Change and Transformation) Guidance: Please refer to SFIA version 9 for further details	Daily Rate - UK based resources (£ exc. VAT)
3	
4	
5	
6	

ROLE - Project Support Officer

SFIA Levels (Change and Transformation) Guidance: Please refer to SFIA version 9 for further details	Daily Rate - UK based resources (£ exc. VAT)
3	
4	
5	



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ROLE - Senior Prog Manager

SFIA Levels (Change and Transformation) Guidance: Please refer to SFIA version 9 for further details	Daily Rate - UK based resources (£ exc. VAT)		
4			
5			
6			

ROLE - Business Support Manager

SFIA Levels (Change and Transformation) Guidance: Please refer to SFIA version 9 for further details	Daily Rate - UK based resources (£ exc. VAT)		
3			
4			
5			
6			

Please use the below table to provide rates and roles you may believe appropriate not listed above. Please note this table will not be included in evaluation, it will be used for recording purposes.

ROLE - All others

SFIA Levels (Change and Transformation) Guidance: Please refer to SFIA version 9 for further details	Daily Rate - UK based resources (£ exc. VAT)		
3			
4			
5			
6			
7			



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1. All the rates mentioned in the charges table are in GBP (British Pound). The rates exclude VAT and any other applicable taxes.
2. The rates above have been calculated based on a professional day rate where a professional day is defined as being 09:00 to 17:30 UK time, Monday to Friday (excluding Public Holidays).

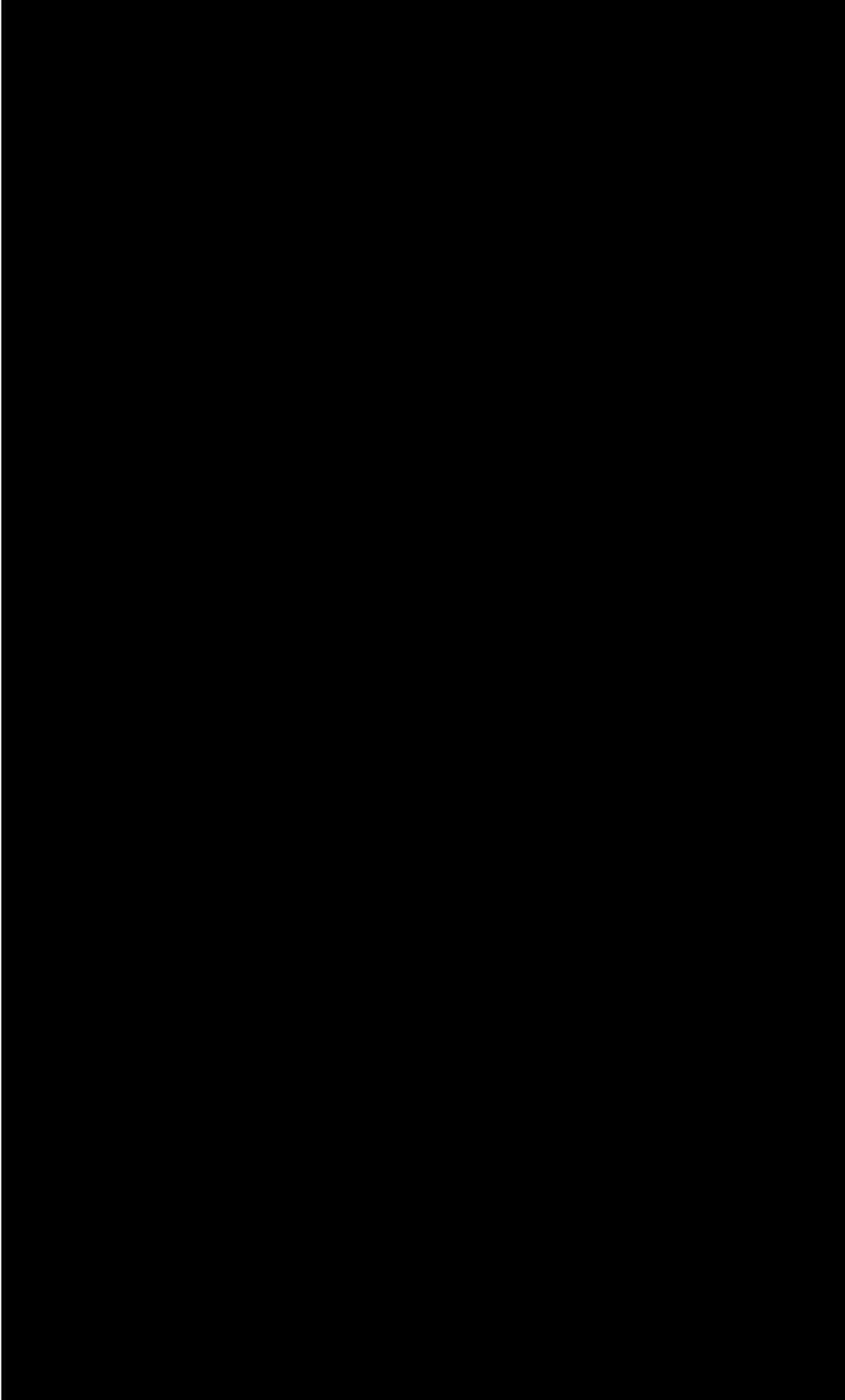


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Annex 1 – Call-Off Terms and Additional Schedules and Alternative Clauses

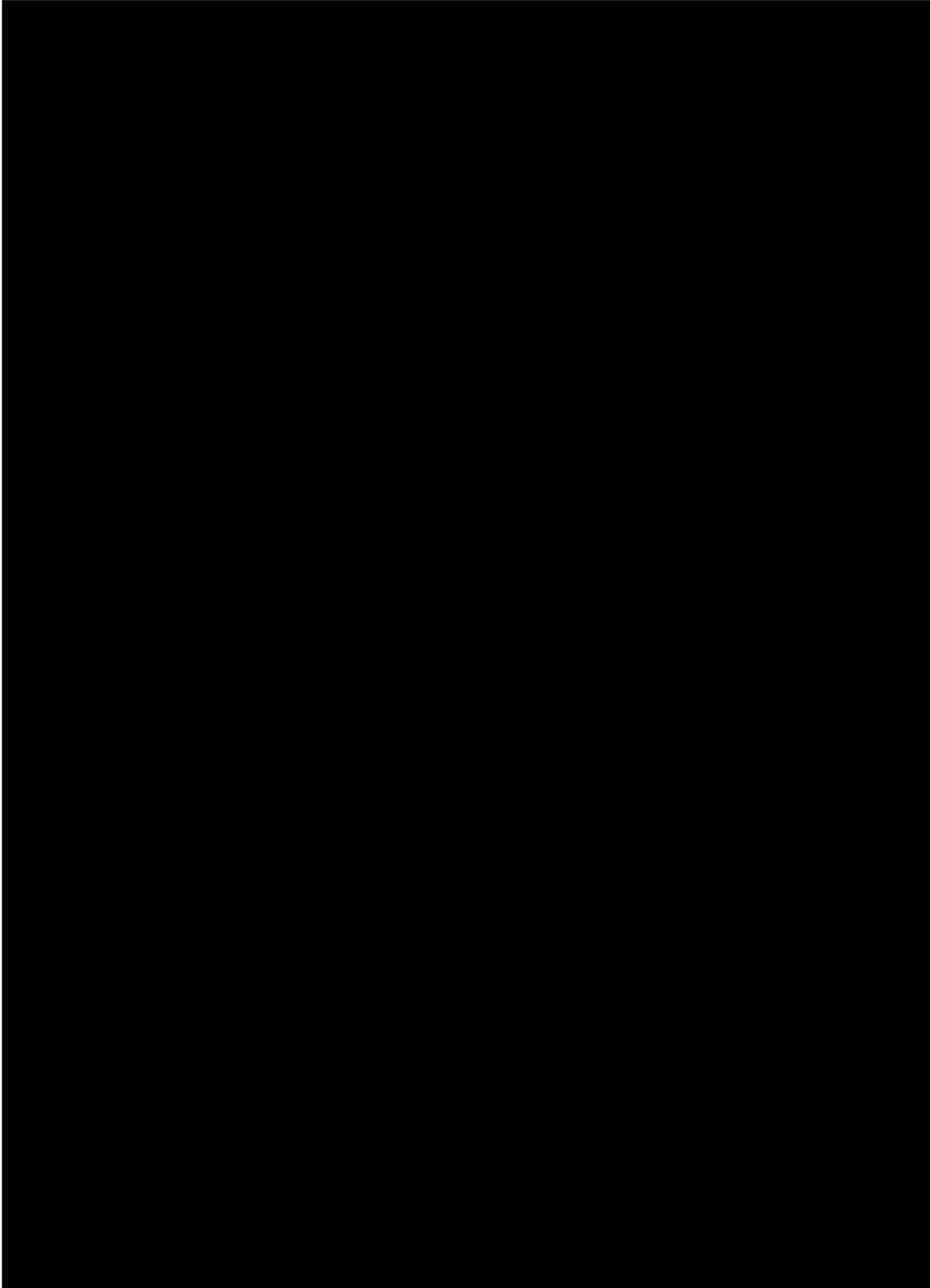


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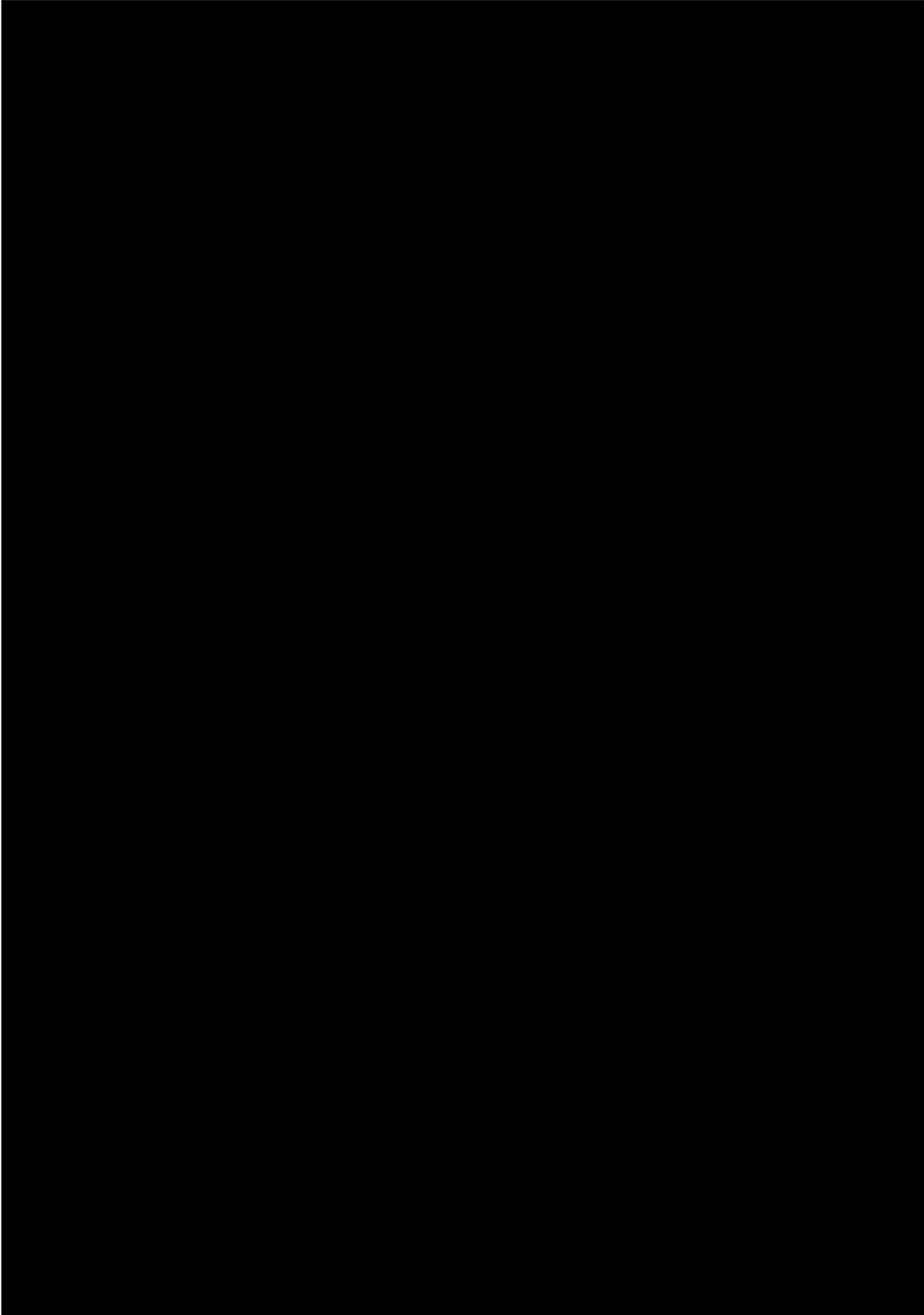


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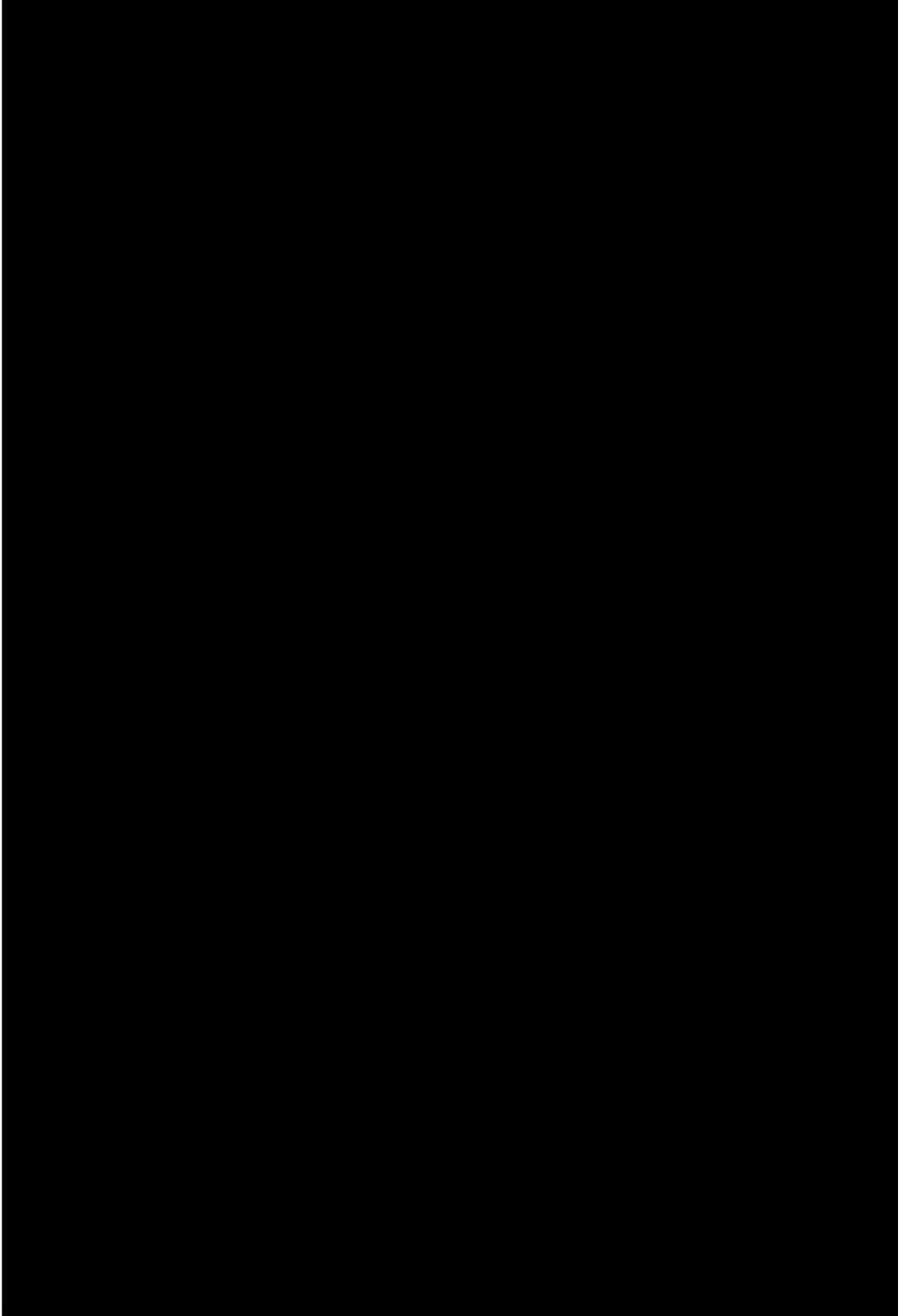


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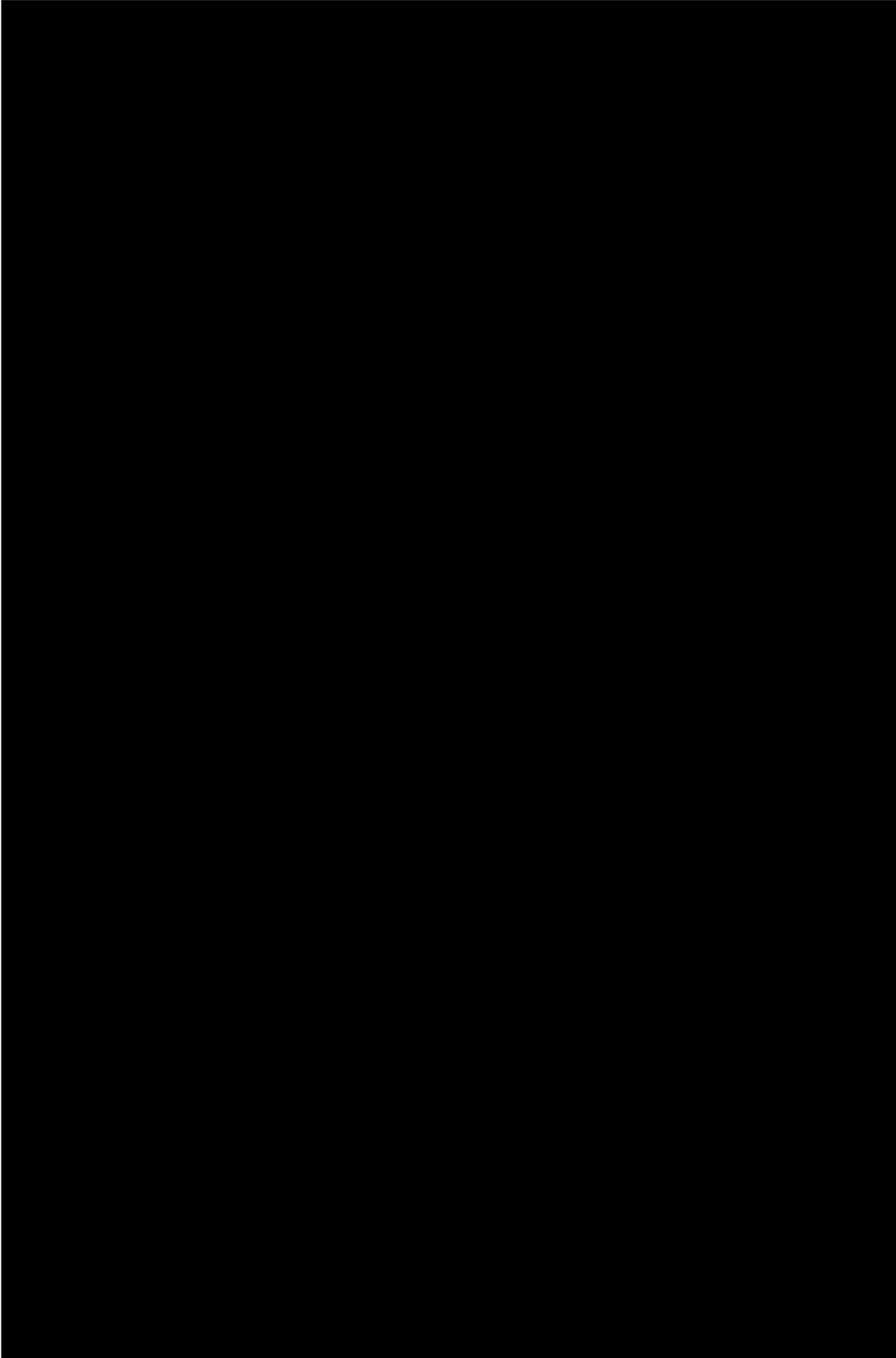


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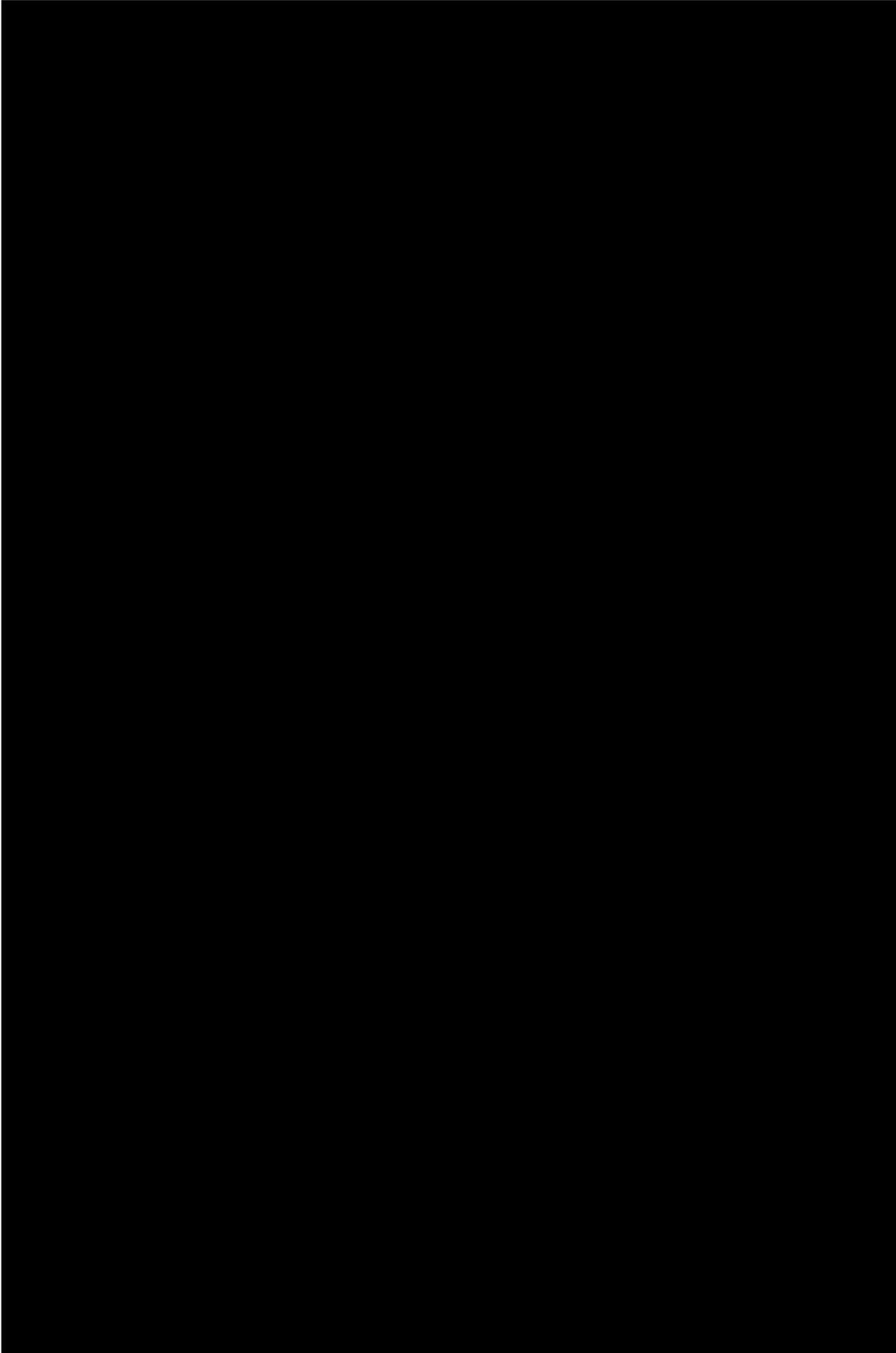


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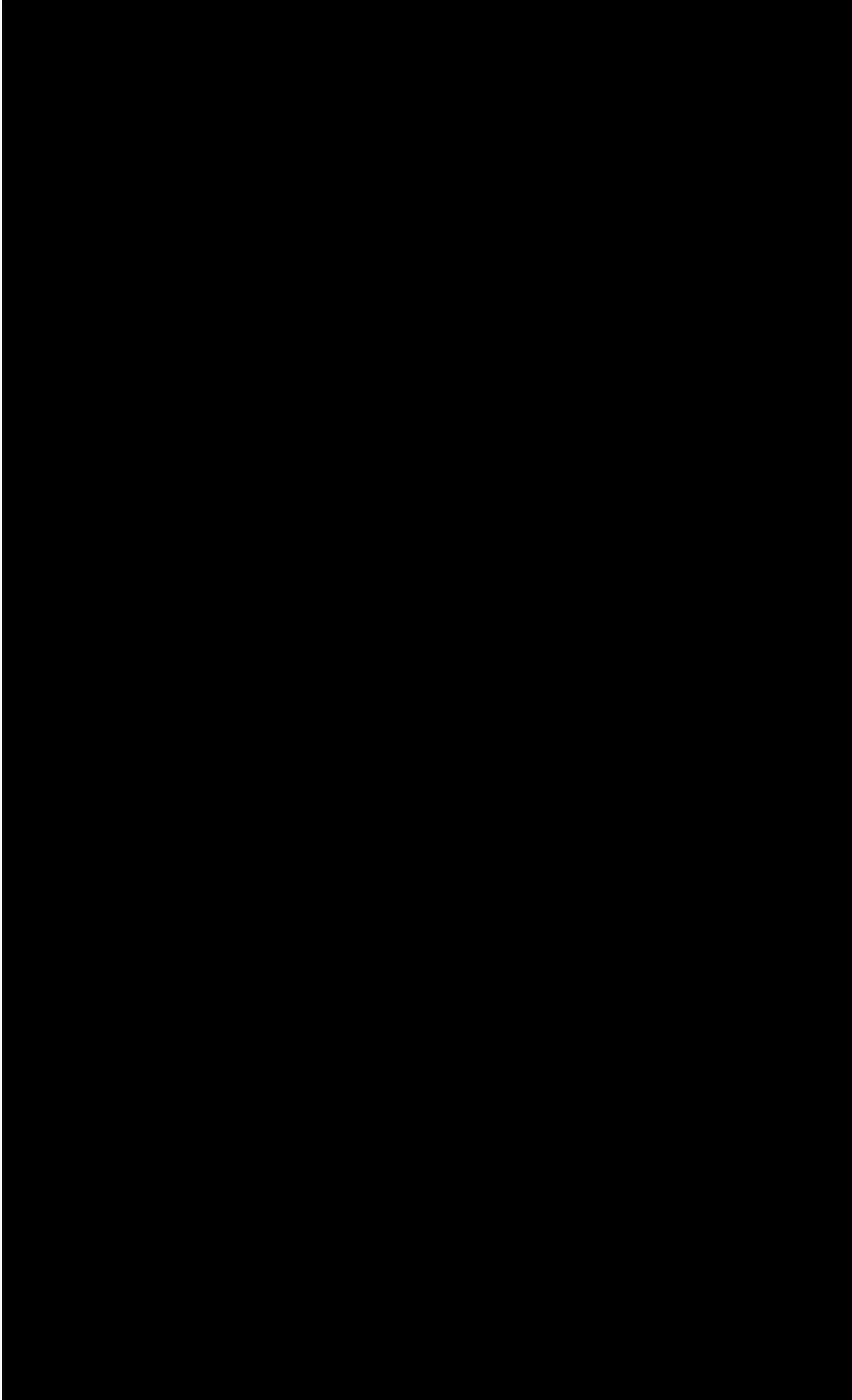


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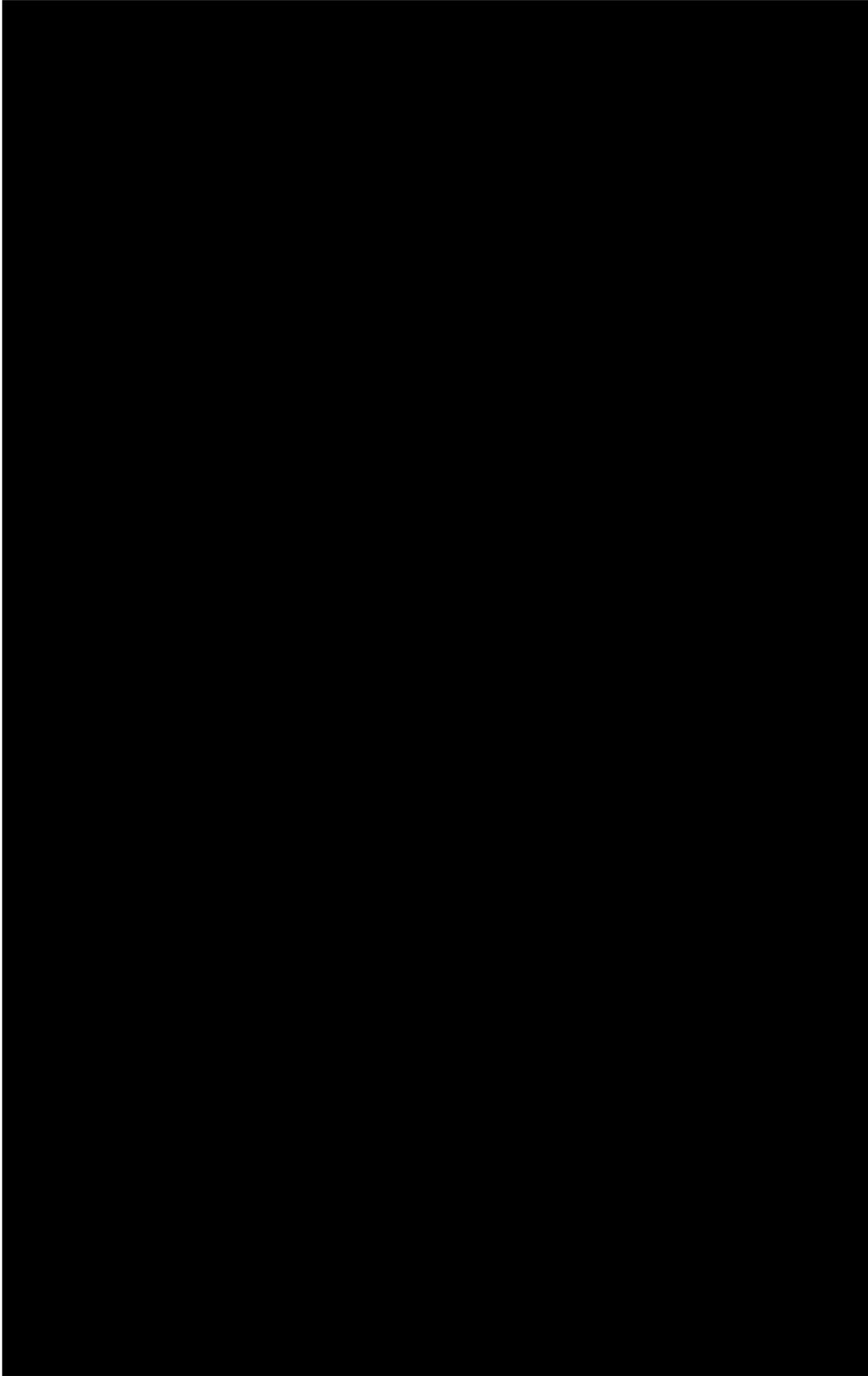


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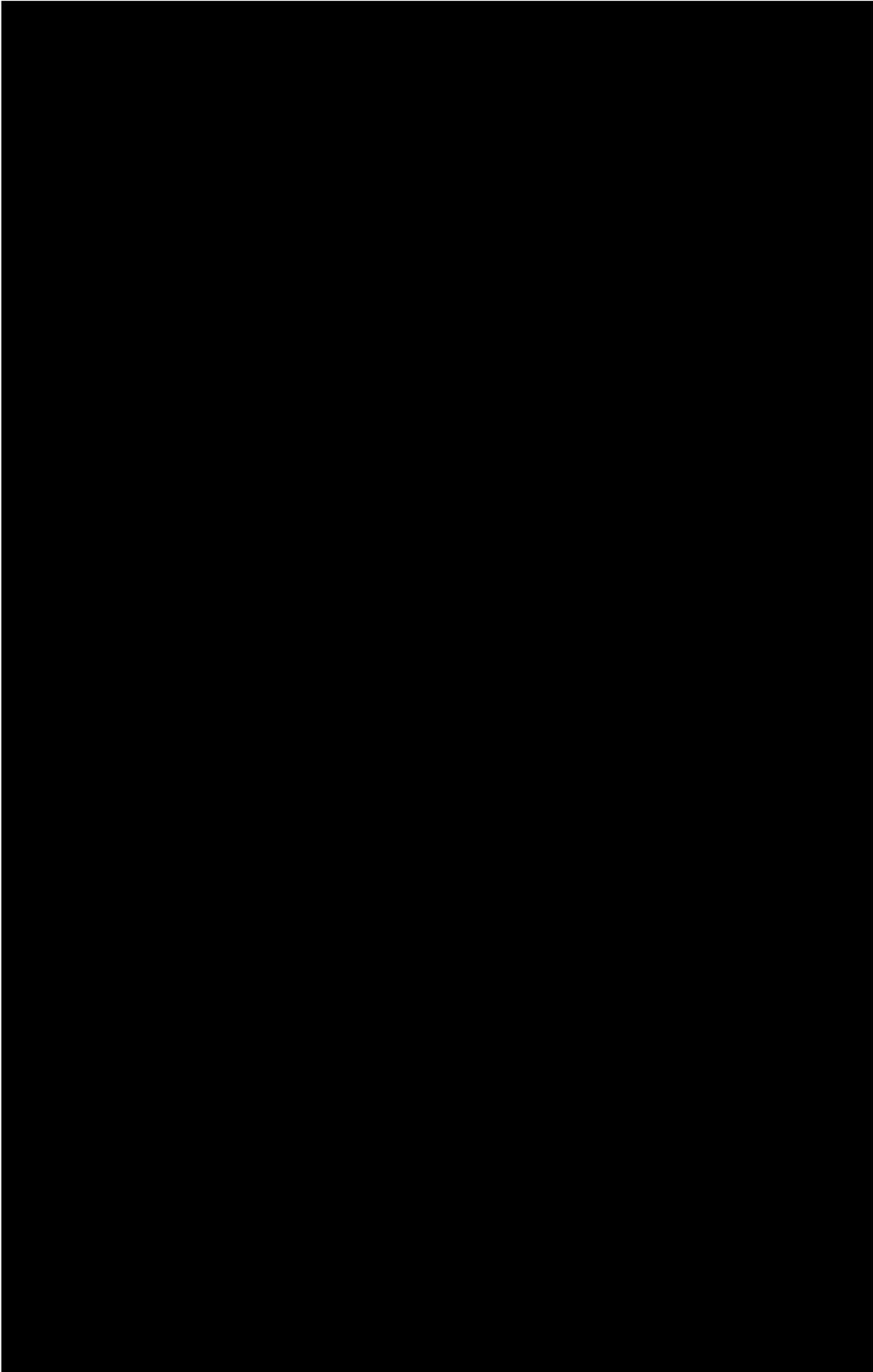


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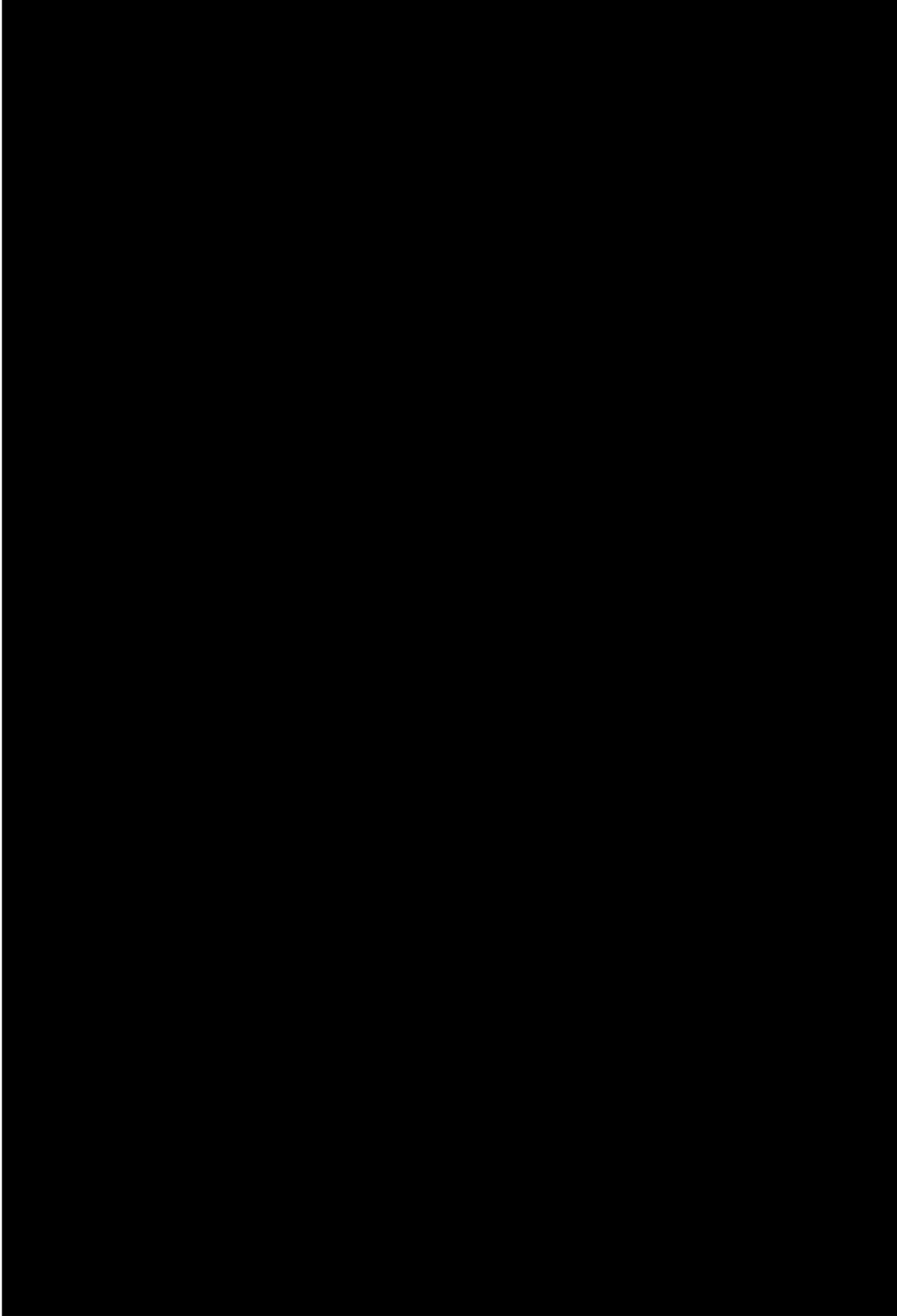


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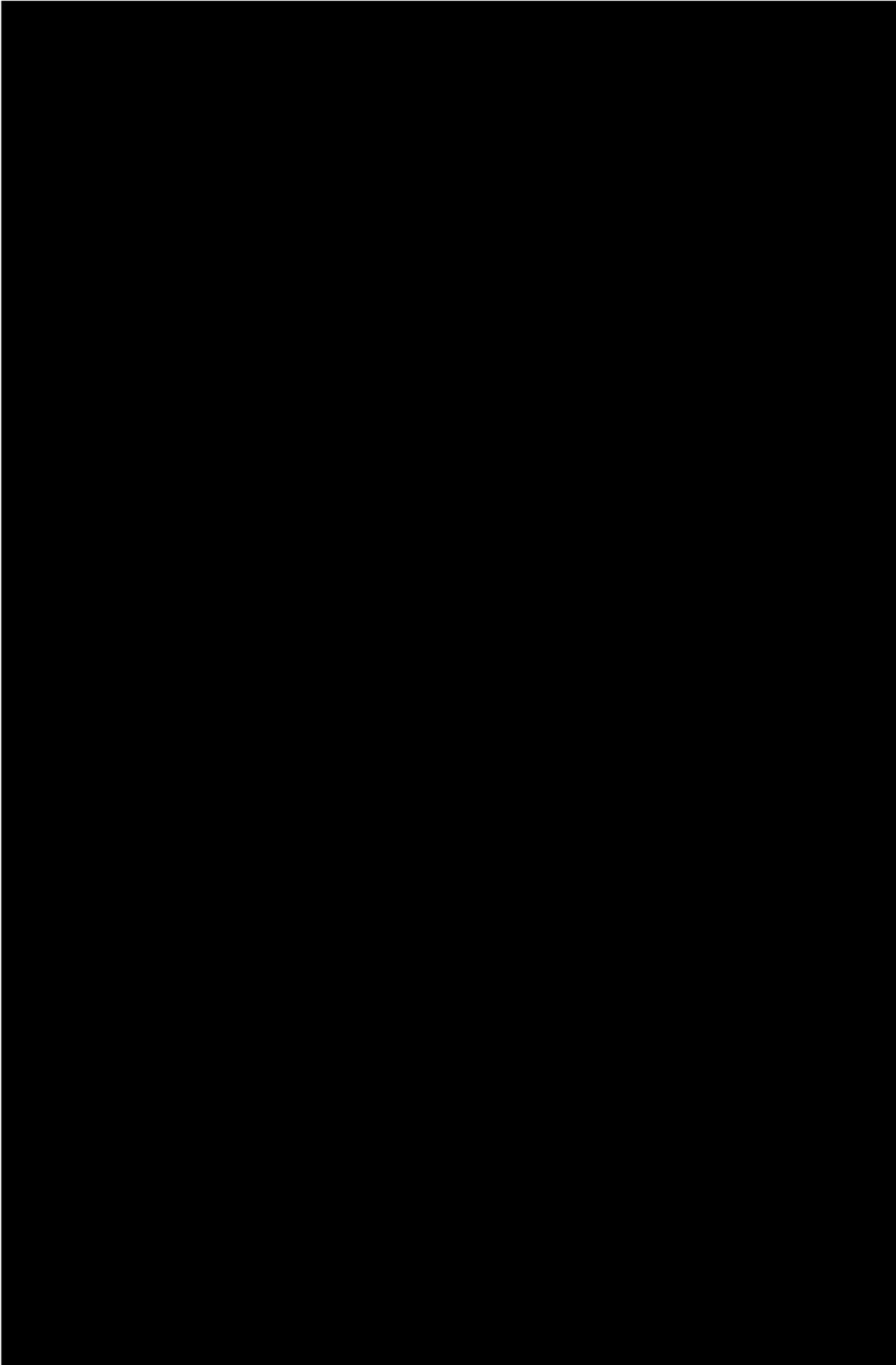


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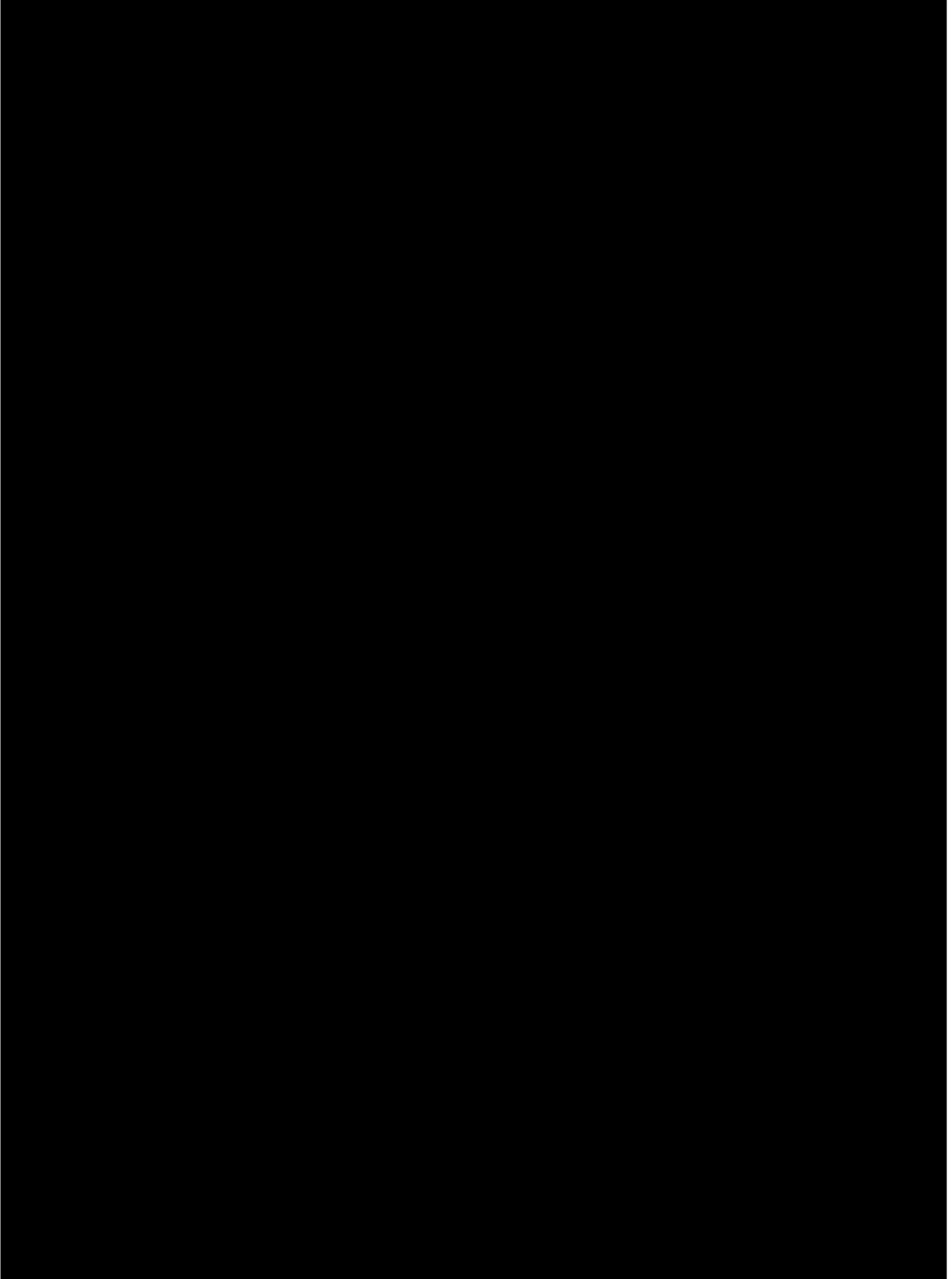


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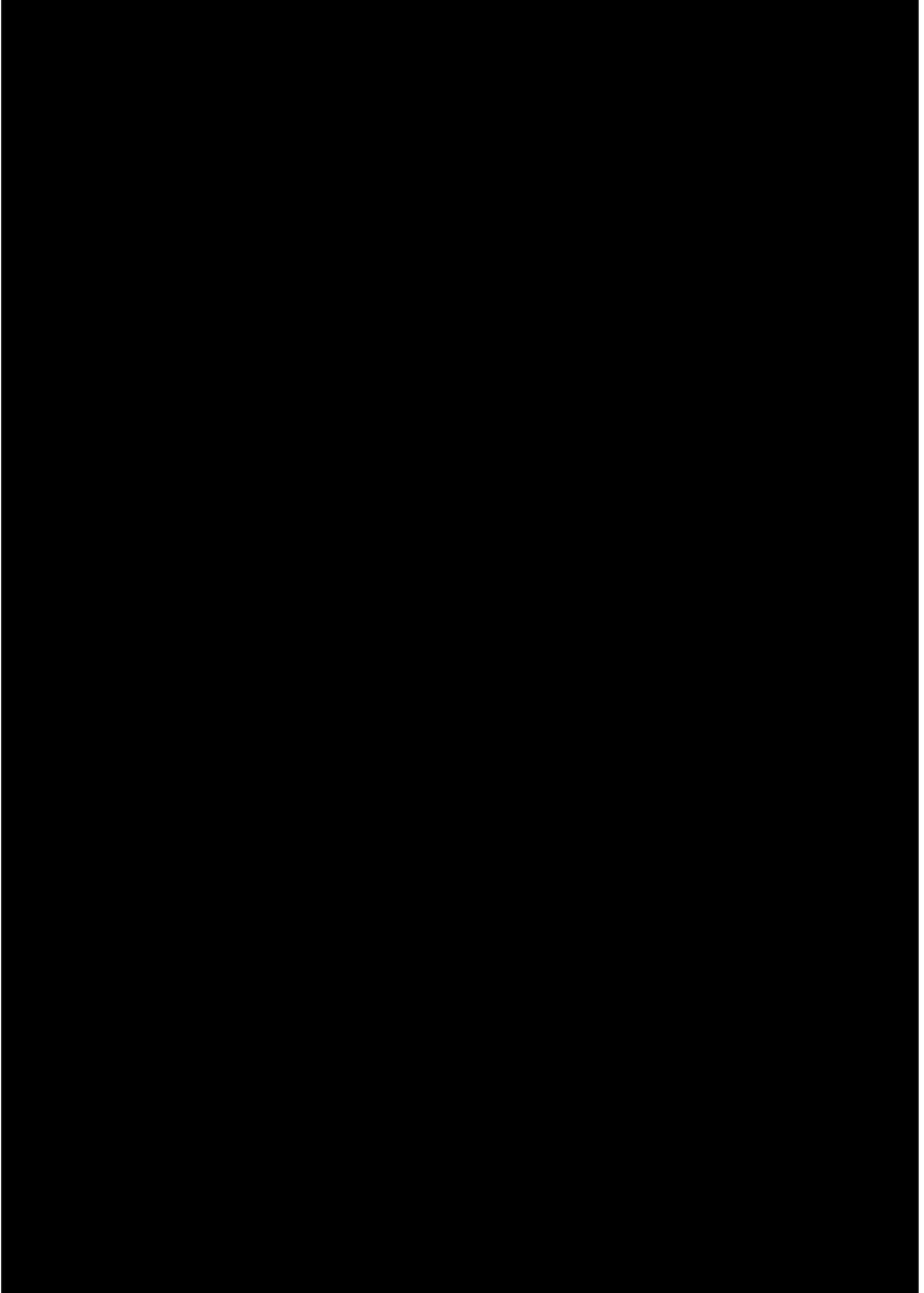


Crown
Commercial
Service



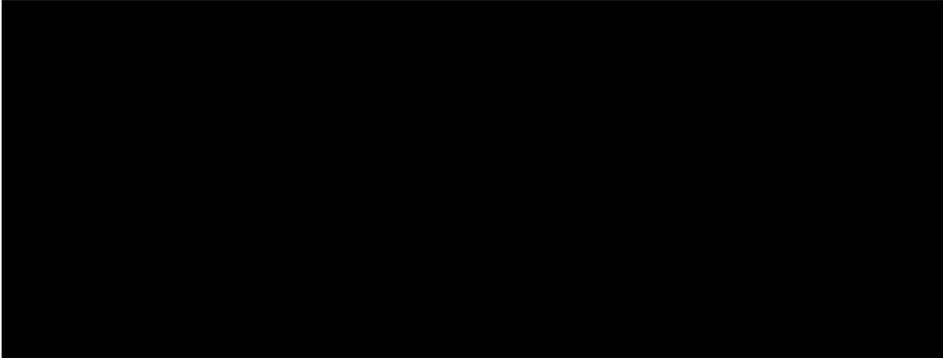


Crown
Commercial
Service





Crown
Commercial
Service





Crown
Commercial
Service