

Buyer guide

RM6370

Space Technology Solutions



Crown
Commercial
Service

Key information

Category	Description
Agreement ID	RM6370
Open Contracting Identifier (OCID)	ocds-h6vhtk-0510f8
Agreement name	Space Technology Solutions
Relevant legislation	Procurement Act 2023
Agreement duration	6 years, with option of 2 years extension
Start date	1st July 2025
End date	30th July 2031
Scope of the agreement	This agreement provides for satellite & space enabled communications, geospatial & remote sensing, unmanned autonomous vehicles & professional services.
Appointed suppliers	You can view appointed suppliers on this agreement's Supplier Registration Service Page . For guidance on running filtering exercises, check Annex A at the end of this document.
Buying options	Competitive flexible procedure
Minimum contract value	£139,688 for central government departments £214,904 for sub-central government authorities In case of defense and security, £5,372,609 for works and concessions and £429,809 for other light-touch projects.
Can be used by	This dynamic market can be used by authorised public sector organisations mentioned in the UK13 dynamic market intention notice on the Central Digital Platform.
Notices	UK13 dynamic market intention notice UK14 dynamic market establishment notice UK15 dynamic market modification notice (Published after a dynamic market is modified, including when suppliers have been added or removed)

Category	Description
Contact details	Email: info@crowncommercial.gov.uk Telephone: 0345 410 2222
Guidance	Check the procurement terms glossary for key definitions and the procurement essentials articles for guidance on navigating public sector procurement.

What is a dynamic market?

A dynamic market is a list of qualified suppliers, specifically those who have met the 'conditions for membership' of the dynamic market, and these suppliers are eligible to participate in future procurements. Under Procurement Act 2023, dynamic markets do not allow below threshold contracts. For further information, go to [Guidance: Below Threshold Contracts](#).

Dynamic market suppliers

The dynamic market allows suppliers to apply to join anytime during the agreement timeframe. CCS conducts key compliance checks and assesses entry of suppliers to this dynamic market via conditions for membership and compliance.

CCS assesses suppliers as per the following stages:

Stage 1: Compliance checks and clarification

Stage 2: Under [PPN007](#), dynamic markets will regularly review its supplier portfolio to review and remove any contractors from Russia and Belarus

Stage 3: Checking the debarment list

Stage 4: Self declarations

Stage 5: Assessing conditions for membership responses.

Suppliers must meet the 'conditions for membership' to be appointed and can only participate in the 'parts' of the agreement in which they qualify. Please refer to the [Guidance: Dynamic Markets](#) for further information.

Conditions for membership

Suppliers will respond to the following conditions for membership through the application process under this dynamic market:

Sustainability checks

Area	What CCS has done	What you should be aware of
Carbon Reduction Plans (PPN006)	CCS has confirmed that all suppliers have, or are working towards, a Carbon Reduction Plan. CCS monitors these plans on an ongoing basis.	To find a supplier's current Carbon Reduction Plan, go to their search entry and click the link labelled 'Read this supplier's Carbon Reduction Plan'.
Modern slavery (PPN009)	CCS ensures that all suppliers in this agreement comply with the Modern Slavery Act 2015 , which includes publishing modern slavery statements.	You may wish to conduct modern slavery checks on suppliers based on your organisation's policies and the specific risks linked to the products or services you are purchasing. This may include using the Modern Slavery Assessment Tool (MSAT) .
Health and safety	CCS has confirmed that the suppliers on this list can effectively manage the health and safety of its workers and control significant risks relevant to the requirement. This includes the risk of working with contractors where relevant.	You may wish to further conduct health and safety checks through conditions participation and other supplementary processes to confirm if suppliers meet your required health and safety standards.

Standards and cyber security

Area	What CCS has done	What you need to do
Cyber Essentials (PPN 014)	Suppliers under this dynamic market have obtained or committed to obtaining Cyber Essentials or an IASME equivalent certification before contract award.	You may wish to check if suppliers meet Cyber Essentials or Cyber Essentials Plus when using this dynamic market. You can request Cyber Essentials Plus or IASME equivalent in your conditions of participation. You can also ask for extra cyber checks based on your policies and the product or service.
Data Protection	All suppliers under this agreement have committed to arranging required technical and human resources to ensure compliance with General Data Protection Regulation.	You may wish to check if suppliers have the required human and technical capabilities to comply with General Data Protection Regulation.

Financial information

Area	What CCS has done	What you need to do
Financial risk assessment	Suppliers under this dynamic market have completed and uploaded a completed Financial Viability Risk Assessment Tool for assessment. CCS expects suppliers to upload their published accounts, including the published accounts of their parent and ultimate parent company.	You may choose to rely on the financial risk assessment conducted by CCS. However, you can conduct further financial assessments as a part of your conditions of participation.
Insurance requirements	Suppliers under this dynamic market have or have committed to obtain the following required minimum levels of insurances: (1) £5,000,000 for employer's (compulsory) liability insurance, (2) £1,000,000 for public liability Insurance, (3) £1,000,000 for product liability insurance and (4) £1,000,000 for professional indemnity insurance	You can choose to continue with the minimum insurance levels as recommended by CCS. However, you can also change insurance levels to be more proportionate to your contract in the conditions of participation.
Prompt payment (PPN015)	CCS has verified that all suppliers meet the requirements in PPN015 where relevant.	You must pay all undisputed invoices within 30 days of receipt.

Suppliers who fail to meet the conditions for membership will not be able to join the dynamic market, and can be removed from the dynamic market at any time if subsequent checks show they no longer meet the conditions for membership. Therefore, you must regularly check the list of approved suppliers on the Space Technology Solutions page on the Supplier Registration Service.

CCS routinely checks suppliers against the debarment list. It is important for you to verify that no suppliers in the dynamic market appear on this list.

Dynamic market specification

The specification document within the information pack lists the scope of goods, works and/or services available under this dynamic market.

Categories of goods, works and services

This dynamic market is divided into categories called 'parts'. These parts are divided into four main groups:

- Technology delivery
- Operations and services
- Data
- Advisory, consultancy, training and academia

The specification document lists all parts, part reference number and part description. For latest updates and information on part categories related to this dynamic market, check UK15 dynamic market modification notices on the Central Digital Platform or download the specification from the information pack for this dynamic market available from the [Supplier Registration Service](#).

Supplier capability

Suppliers may provide information on additional capability, including details such as annual turnover, defence and security, and quality assurance and management system standards in their application to the dynamic market.

These capabilities can inform the design of your competitive flexible procedure and can be further explored under conditions of participation or other supplementary stages.

Sustainability and social value (Specification Annex1)

Annex 1 in the specification document of this agreement's information pack expects suppliers under this dynamic market to behave as good corporate citizens. This includes commitment towards themes such as:

- public sector equality duty
- environmental requirements
- social value priorities
- government buying standards

This is not an exhaustive list and you may refine or include additional requirements against any or all of these expectations as a part of your conditions of participation or other supplementary processes under a competitive flexible procedure.

Small and Medium-Sized Enterprises (SMEs) and Voluntary, Community, and Social Enterprises (VCSEs)

CCS recognises the challenges SMEs and VCSEs face in accessing public procurement and has implemented measures to support their participation. Suppliers can apply to join or leave this dynamic market anytime within the duration of this agreement. For further information, go to [Procurement Essentials: Levelling the playing field: The benefits of working with SMEs and how public sector organisations can make it easier for them to bid for work.](#)

Dynamic market pricing

Pricing will be determined via your competitive flexible procedure.

How to buy

This list shows a step by step process of how to buy from this agreement. This list and following sections of the guide include reminders for transparency requirements spread across the procurement process under this dynamic market.

Step	Instruction
1	Access agreement Register on the dynamic marketplace Check your sourcing tool
2	Engage with suppliers Publish a UK2 preliminary market engagement notice Conduct pre-market engagement
3	Create specification and assessment criteria Define your requirements Design an evaluation approach
4	Run a competitive flexible procedure Design your competitive flexible procedure Publish a UK4 tender notice Invite suppliers to bid Review proposals and evaluate suppliers Request evidence from suppliers
5	Communicate outcomes Notify your supplier Publish a UK6 contract award notice
6	Complete your contract Complete your contract Publish a UK7 contract details notice

1. Access agreement

To use this agreement, you need to register on the [Dynamic Market \(DM\) marketplace](#).

Before using this agreement you should ensure that you have received the necessary budget approval and agreed your procurement strategy with your internal teams.

Buyers from the Central Government (including arm's length bodies) also need to follow the Cabinet Office Spending Controls when buying common goods and services. Please check [spend controls guidance](#) to check whether your tender requires pre-approval.

Central government departments must also follow [the Sourcing Playbook](#). During the procurement planning stage, ensure you follow the guidance on project validation reviews, and delivery model assessments, found in chapters 2 and 3.

Additionally, when using this agreement, you must comply with the playbooks that are relevant to your contract: the [Digital, Data and Technology Playbook](#) for technology, [the Consultancy Playbook](#) for consultancy, and [the Construction Playbook](#) for construction.

Under Procurement Act 2023, you are required to publish notices throughout your procurement process. This document enlists the different notices relevant to a DM across the buying process. For further information, go to [Notice types and sequences](#).

Finally, if you are interested in procuring AI or if AI forms a significant part of your requirements, check CCS' [AI Buyer's Guidance](#) for further information.

Transparency notice reminder. All contracting authorities are encouraged to publish a 'UK1 pipeline notice' setting out specified information about any public contract with an estimated value of more than £2 million pounds in respect to

which the contract authority intends to publish a tender or contract award notice in the reporting period. For further details, go to [Guidance: Pipeline Notice](#).

Register on the DM marketplace

To access the DM marketplace, follow these five steps.

1. Go to the [Supplier Registration Homepage](#). You can register as a buyer on this page.
2. Select dynamic markets, and scroll down to find the dynamic market you are interested in, in this case RM6370 Space Technology Solutions.
3. There are several links under the introduction to your chosen dynamic market. Click on the link labelled 'Access as a buyer'.
4. After signing in, read the Buyer Access Agreement. Click on the button labelled 'Confirm' to accept this agreement. This will lead you to the dynamic market home page.

Check your sourcing tool

To communicate with suppliers and run the buying process you will need to use email or a sourcing tool. This can be your organisation's sourcing tool, or CCS's eSourcing tool. To use this tool, you need to complete the [eSourcing registration form](#). You can find more information about this tool in the [eSourcing buyer guide](#).

Please note that some organisations mandate the use of specific Sourcing Tools. Please ensure you align with your organisation's commercial policy.

2. Engage with suppliers

Pre-market engagement allows you to informally gather information to help shape your needs. Through this engagement, you can find out about new products and understand if there are any market developments that could influence requirements.

Conduct pre-market engagement

You can publish a preliminary market engagement notice (UK2) on the Central Digital Platform (Find a Tender Service) prior to conducting a preliminary market engagement. This is useful especially if you are interested in finding out about suppliers not currently registered on the dynamic market. You should include clear instructions for interested suppliers on how to join the dynamic market. If your agreement includes or expects participation from SME suppliers, you can use pre-market engagements to engage with SMEs working in your sector.

You can also engage with suppliers currently on the dynamic market by emailing them to ask for information, or issuing a formal Request for Information (RFI). You can issue your RFI through your own procurement platform or using the CCS eSourcing tool. Remember that you should keep a record of all market engagement activities you engage in.

Transparency notice reminder.

- All contracting authorities interested in market engagement are encouraged to publish a 'UK2 preliminary market engagement notice' to invite suppliers to participate. It is mandatory to publish a preliminary market engagement notice before a 'UK4 tender notice' if preliminary market engagement was conducted for an above-threshold contract. For more information, go to [Guidance: Preliminary Market Engagement](#).
- All contracting authorities are encouraged to publish a 'UK3 planned procurement notice' to inform and provide details to interested suppliers about an upcoming procurement. For more information go to [Guidance: Planned Procurement Notice](#).

3. Create specification and assessment criteria

A specification is also known as a 'statement of requirements'. This is a description of the goods and services the supplier will provide during the contract. To evaluate how different suppliers will deliver against your specification, you will need to develop assessment criteria. Assessment criteria are usually divided into quality and price.

Define your requirements

Defining your requirements or 'specification' communicates to your suppliers what you need, ensuring a successful purchase. You can see CCS's guide on '[How to write a specification](#)' for general advice.

Design an evaluation approach

Once you have defined your requirements, you have to decide how you will evaluate suppliers against these. To do this, you have to assess the quality and price of each of their offers.

Below are some examples of potential criteria within 'price' and 'quality', and the weightings you can give to each of these categories. Please note that these examples are indicative in nature and by no means are exhaustive or set a standard for how you should evaluate your suppliers. Under competitive flexible procedure, you can design your evaluation approach as per your preference and within the conditions set by your organisation's commercial policy. For further guidance, please go to [Guidance: Competitive Flexible Procedure](#).

Quality criteria

To evaluate quality you can consider:

- approach to delivery of the services/methodology, including the strategies, expertise, methods, materials, and procedures in the proposal
- technical merit, including the competence, skills, and experience of the management, professional, and technical personnel proposed for the project
- ways of working, including the proposed management systems and methods, project management tools, softwares, touchpoints, etc.

CCS advises buyers to consider social value as an evaluation criteria within their procurement to drive social value outcomes. Under this dynamic market, buyers can assess a supplier's commitment to driving social value outcomes in the conditions of participation and other subsequent competitive stages. For more guidance on how to evaluate social value, check [PPN 002](#), [Guidance: What is social value?](#) and [Social](#)

[Value Model Quick Reference Table](#) for further guidance, example questions and award criteria.

Price criteria

To evaluate price you can consider:

- time and materials, including all costs over the duration of the contract including fixed capital costs, variable tender costs and special adjustments during the contract period, and maintenance and operating costs

Weightings

When using dynamic markets, you can set your own weightings for each evaluation criterion.

Evaluation criteria	Award with competition weighting
Quality	Between 0% and 100% (includes social value wherever applied)
Price	Between 0% and 100%

4. Run a competitive flexible procedure

Follow the guidance below.

Design your competition

You can structure your competition in as many stages as relevant to your specific procurement. You can establish conditions of participation at the start of your procurement to limit listed suppliers from proceeding to next stages of the competitions. It is essential to clearly define and communicate the criteria and threshold for reviewing a supplier's ability to meet these conditions. You can decide to establish that suppliers are accepted and listed within the relevant part of the DM for them to be considered in the competition. You can filter on the central digital platform to see which suppliers are there, but new ones can join during the procurement process.

At different stages of the competition, you can incorporate various supplementary processes to support evaluation and decision-making. Examples of supplementary processes include:

- clarification
- product demonstrations: to test the deliverability of key aspects of tenders
- supplier presentations: to confirm feasibility of proposed solutions
- variant tenders: to allow suppliers to propose alternative solutions
- dialogue
- preferred supplier stage
- final tenders

You should be creative in designing a competition under the competitive flexible procedure. There are no restrictions around how to design such procurements but you should be advised to design a competition that is proportional to the value and size of your procurement. You must notify successful suppliers about their progression to each stage throughout the competition.

For further information on competitive flexible procedure, go to [Guidance: Competitive Flexible Procedure](#).

Invite suppliers to bid

Before you invite your suppliers to bid, prepare all the documents you need, including:

- UK4 tender notice: a formal procurement document which invites suppliers to bid for the contract. This document should include a timetable, instructions for suppliers on how to ask questions and submit a bid, choice of e-sourcing tool, your specification, details of your competitive flexible procedure, and your evaluation criteria.
- draft contract: a draft version of the contract. In case of a dynamic market, contract terms and conditions for a draft contract are not pre-determined. In accordance with [PPN013](#) (Using standard contracts), buyers have the flexibility to either adopt a government standard contract or use their own terms of contract.

The Government Commercial Function (GCF) and Government Legal Department (GLD) have published standard contracts for use by government departments, and other public sector organisations. This suite of standard contracts have been designed to set out a consistent government approach to terms and conditions and doing business with the government. We recommend the use of model service contracts and the mid-tier contracts for this dynamic market.

- Model service contract: applicable for complex procurements worth £20m or more, or where a contract is rated 'gold' using the Cabinet Office contract tiering tool. For further guidance and resources, go to [Collection: Model Services Contract](#).
- Mid-tier contract: CCS suggests service procurements that are not that complex and with contract value below £20m to use the mid-tier services contract. For further guidance and resources, go to [Collection: Mid-Tier Contract](#).

For further information on standard contracts, go to [Guidance: Using Standard Contracts](#).

Transparency notice reminder. All contracting authorities procuring from a dynamic market must publish an open 'UK4 tender notice'. This invites suppliers to bid, and allows suppliers not yet on the dynamic market to apply if they wish to bid for the contract. For more information, go to [Module 3: Procurement procedures](#).

We advise that you run a filtering exercise and directly contact the suppliers that are suitable for your procurement to inform them that the UK4 Tender Notice is being published, and that you are inviting them to bid for the opportunity. We also recommend that you consider a minimum 30 day notice response deadline whilst building your procurement timeline, taking into account the time it may take for a supplier to submit a compliant application and becoming a member of the Dynamic Market in order to bid for a procurement opportunity.

Review Proposal and Evaluate Suppliers

You must review and evaluate supplier bids in accordance with the process set out in your competitive flexible procedure as detailed in your UK4 tender notice.

Request evidence from suppliers

Before you award the contract to the winning supplier, you should conduct compliance checks. As part of this, you can ask the winning supplier for the evidence of commitments they agreed with in order to join the dynamic market. This could include customer references, contact examples, or insurance certificates.

Suppliers can upload available evidence on the Central Digital Platform. You can also ask them to submit evidence through your sourcing platform or directly via email. CCS recommends suppliers to regularly check for communications from buyers around submitting evidence.

5. Communicate outcomes

When you have decided which supplier you will award your contract to, you need to communicate your decision.

Notify your supplier

Once you have identified a successful supplier, you should notify them through your sourcing platform or by email. Though you don't have to notify and provide feedback to other participating suppliers, CCS considers it best practice to do so.

There is no requirement to observe a standstill period under a dynamic market. However, you can choose to apply a standstill period of a minimum of 8 days to give unsuccessful suppliers an opportunity to consider feedback, request information, or call for a review of the award decision. You can begin your contract with the winning supplier only after this standstill period has passed.

Transparency notice reminder. All contracting authorities must publish a 'UK6 contract award notice' to inform about their intention to award a contract to a specific supplier or suppliers before the optional standstill period. For more information, go to [Guidance: Contract Award Notices](#).

6. Complete your contract

When buying through CCS agreements, you have to sign a contract with the supplier. You must include a draft contract in your tender notice so that suppliers have complete transparency over the terms and conditions during the tender process itself.

If temporary employees are appointed under this dynamic market, you will have to ensure that you and your supply chain adhere to off-payroll working legislation (IR35). For further guidance, go to [Guidance: understanding off-payroll working](#).

Once you have chosen your supplier, you need to finish and sign the contract. If you have agreed to any changes under the competitive flexible procedure, send the modified contract to your supplier. Your supplier should be the first to sign the contract. After this, you can sign the final contract.

Transparency notice reminder. All contracting authorities must publish a 'UK7 contract details notice' setting out that they have entered into a public contract within 30 days of having entered a contract. When a contract is above £5 million, authorities are also required to publish a copy of the contract, including 3 KPIs. For more information, go to [Guidance: Contract Details Notice](#).

Transparency notice reminder. During your contract all authorities must publish:

- a 'UK10 contract change notice' before modifying a contract, unless an exemption applies. For contracts valued at over £5 million, including the value of the modification, a copy of the modified contract must also be published within 90 days of the modification. For more information, go to [Guidance: Contract Modifications](#).
- a 'UK11 contract termination notice' following the termination of any public contract. For more information, please go to [Guidance: Contract Termination](#).
- a 'payments compliance notice' every quarter if one or more payments of £30,000 or more are made under a public contract. For more information,

go to [Guidance: Prompt Payment Policy](#).

Tell us what you think

We aim to make sure that this buyer guide is user-friendly and accessible for purchasing through this agreement. Please share your experience by completing this [buyer guide feedback survey](#).

Annex A

Run a filtering exercise

1. Select 'Manage your DM categories' after logging in on the Supplier Registration Service. Under the options section, select 'Create new category'.
2. Select 'parts' and supplier capabilities you require from the available drop-down list.
3. Once you have selected relevant options, select 'Filter'. This will create a list of all suppliers that meet your requirements.
4. Save this list and give it a name that is relevant and specific to your procurement.
5. Your list will include an overview section that provides you with detailed information around what parts you have selected, how many suppliers match your requirements and when the list was created.

Alternatively, the platform also allows the following capabilities for you to develop a list of relevant suppliers:

- Use 'Export' to download a list of selected suppliers, including their contact details.
- 'View suppliers' pulls up the list of the suppliers just on screen. You will have to make use of the 'Export' option to download the list.
- 'Update' will refresh the list of suppliers according to the parts you have selected.
 - It is important you update your list every 48 hours. This step will ensure you include suppliers who join the dynamic market after you have conducted your initial filtering exercise.
- 'Re-Use' allows you to re-use and amend your category of suppliers . You can add or remove parts, or change your capability selection, thereby generating a new list of suitable suppliers.