

DPS Schedule 6 (Order Form Template and Order Schedules)

Order Form

ORDER REFERENCE: **UKRI-4189**

THE BUYER: **United Kingdom Research and Innovation**

BUYER ADDRESS: Polaris House, North Star Avenue, Swindon,
England, SN2 1FL

THE SUPPLIER: Ricardo-AEA Limited

SUPPLIER ADDRESS: Shoreham Technical Centre, Old Shoreham Road,
Shoreham-By-Sea, West Sussex, BN43 5FG

REGISTRATION NUMBER: 08229264

DUNS NUMBER: **21-860-6679**

DPS SUPPLIER REGISTRATION SERVICE ID:

APPLICABLE DPS CONTRACT

This Order Form is for the provision of the Deliverables and dated 24th January 2025. It's issued under the DPS Contract with the reference number **RM6126** for the provision of **ZEVI Technical Data Study**.

DPS FILTER CATEGORY(IES):
Not applicable

ORDER INCORPORATED TERMS

The following documents are incorporated into this Order Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. This Order Form including the Order Special Terms and Order Special Schedules.
2. Joint Schedule 1(Definitions and Interpretation) **RM6126**
3. DPS Special Terms
4. The following Schedules in equal order of precedence:
 - Joint Schedules for **RM6126**
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data)
 - Order Schedules for **UKRI-4189**
 - Order Schedule 1 (Transparency Reports)
 - Order Schedule 2 (Staff Transfer)
 - Order Schedule 3 (Continuous Improvement)
 - Order Schedule 5 (Pricing Details)
 - Order Schedule 7 (Key Supplier Staff)
 - Order Schedule 9 (Security)
 - Order Schedule 10 (Exit Management)
5. CCS Core Terms (DPS version) v1.0.3
6. Joint Schedule 5 (Corporate Social Responsibility) **RM6126**
7. Order Schedule 4 (Order Tender) as long as any parts of the Order Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

No other Supplier terms are part of the Order Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

ORDER SPECIAL TERMS

The following Special Terms are incorporated into this Order Contract:

Joint Schedules 3 ANNEX: REQUIRED INSURANCES (Insurance Requirements),

- Professional Indemnity Insurance = £2 Million
- Public Liability Insurance = £5 Million

ORDER START DATE: **24th January 2025**

ORDER EXPIRY DATE: **30th September 2028**

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ORDER INITIAL PERIOD: 3Years, 8 Months

DELIVERABLES

See details in Order Schedule 20 (Order Specification)

MAXIMUM LIABILITY

The limitation of liability for this Order Contract is stated in Clause 11.2 of the Core Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£291,840**

ORDER CHARGES

See details in Order Schedule 5 (Pricing Details)]

REIMBURSABLE EXPENSES

None

PAYMENT METHOD

The Supplier shall submit an invoice within 28 days of supplying the Supplies and or performing Services to the satisfaction of the Contracting Authority. The invoice shall show the amount of VAT payable and bear the Purchase Order number. Save where an invoice is disputed, the Contracting Authority shall pay the Contractor within 30 days of receipt of an invoice via BACS payment.

If you have a query regarding an outstanding payment, please contact our accounts payable section either by email to accounts@iuk.ukri.org or by telephone 01793-867004 between 09:00 and 17:00 Monday to Friday

The Supplier must facilitate payment by the Buyer of the Charges under a Call-Off Contract under any method agreed with the Buyer in the Order Form.

The Supplier must facilitate a change of payment method during the term of any Call-Off Contract.

The Supplier shall not charge the Buyer for a change in payment method during the term of the Call-off Contract

BUYER'S INVOICE ADDRESS:

UK Research and Innovation
Polaris House,
North Star Avenue,
Swindon,
SN2 1UH

BUYER'S AUTHORISED REPRESENTATIVE

FOIA Section 40 Personal Data

Procurement Manager

FOIA Section 40 Personal Data

UK Research and Innovation

Polaris House,

North Star Avenue,

Swindon,

SN2 1UH

BUYER'S ENVIRONMENTAL POLICY

<https://www.ukri.org/about-us/policies-standards-and-data/corporate-policies-and-standards/environmental-sustainability/>

BUYER'S SECURITY POLICY

In line with UKRI Data Security checks

SUPPLIER'S AUTHORISED REPRESENTATIVE

FOIA Section 40 Personal Data

Practice Director

FOIA Section 40 Personal Data

The Gemini Building, Fermi Ave, Harwell Oxford, Didcot OX11 0QR

SUPPLIER'S CONTRACT MANAGER

FOIA Section 40 Personal Data

Project Manager

FOIA Section 40 Personal Data

Gemini Building, Fermi Avenue, Harwell, Oxfordshire, OX11 0QR

PROGRESS REPORT FREQUENCY

As agreed between the parties at the kick off meeting

PROGRESS MEETING FREQUENCY

As agreed between the parties at the kick off meeting

KEY STAFF

FOIA Section 40 Personal Data



KEY SUBCONTRACTOR(S)
None

E-AUCTIONS
Not applicable

COMMERCIALLY SENSITIVE INFORMATION
Suppliers' rates/information. Submissions for the following are all commercially sensitive:

FOIA Section 43 Commercial Information



SERVICE CREDITS
Not applicable

ADDITIONAL INSURANCES

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Details of Revised Insurances required in accordance with Joint Schedule 3 ANNEX: REQUIRED INSURANCES (Insurance Requirements) are as follows:

- Professional Indemnity Insurance = £2 Million
- Public Liability Insurance = £5 Million

GUARANTEE
Not applicable

SOCIAL VALUE COMMITMENT

The Supplier agrees, in providing the Deliverables and performing its obligations under the Order Contract, that it will comply with the social value commitments in Order Schedule 4 (Order Tender)

Our commitment is as per UKRI-4189 - Q6.7 - Social Value – Ricardo

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:	FOIA Section 40 Personal Data	Signature:	FOIA Section 40 Personal Data
Name:		Name:	
Role:	Practice Director	Role:	Procurement Manager
Date:	12th February 2025	Date:	12th February 2025

Joint Schedule 11 (Processing Data)

Definitions

1. In this Schedule, the following words shall have the following meanings and they shall supplement Joint Schedule 1 (Definitions):

“Processor Personnel” all directors, officers, employees, agents, consultants and suppliers of the Processor and/or of any Subprocessor engaged in the performance of its obligations under a Contract;

Status of the Controller

2. The Parties acknowledge that for the purposes of the Data Protection Legislation, the nature of the activity carried out by each of them in relation to their respective obligations under a Contract dictates the status of each party under the DPA 2018. A Party may act as:

- (a) “Controller” in respect of the other Party who is “Processor”;
- (b) “Processor” in respect of the other Party who is “Controller”;
- (c) “Joint Controller” with the other Party;
- (d) “Independent Controller” of the Personal Data where the other Party is also “Controller”,

in respect of certain Personal Data under a Contract and shall specify in Annex 1 (*Processing Personal Data*) which scenario they think shall apply in each situation.

Where one Party is Controller and the other Party its Processor

3. Where a Party is a Processor, the only Processing that it is authorised to do is listed in Annex 1 (*Processing Personal Data*) by the Controller.
4. The Processor shall notify the Controller immediately if it considers that any of the Controller’s instructions infringe the Data Protection Legislation.
5. The Processor shall provide all reasonable assistance to the Controller in the preparation of any Data Protection Impact Assessment prior to commencing any Processing. Such assistance may, at the discretion of the Controller, include:
 - (a) a systematic description of the envisaged Processing and the purpose of the Processing;
 - (b) an assessment of the necessity and proportionality of the Processing in relation to the Deliverables;

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- (c) an assessment of the risks to the rights and freedoms of Data Subjects; and
 - (d) the measures envisaged to address the risks, including safeguards, security measures and mechanisms to ensure the protection of Personal Data.
6. The Processor shall, in relation to any Personal Data Processed in connection with its obligations under the Contract:
- (a) Process that Personal Data only in accordance with Annex 1 (*Processing Personal Data*), unless the Processor is required to do otherwise by Law. If it is so required the Processor shall notify the Controller before Processing the Personal Data unless prohibited by Law;
 - (b) ensure that it has in place Protective Measures, including in the case of the Supplier the measures set out in Clause 14.3 of the Core Terms, which the Controller may reasonably reject (but failure to reject shall not amount to approval by the Controller of the adequacy of the Protective Measures) having taken account of the:
 - (i) nature of the data to be protected;
 - (ii) harm that might result from a Personal Data Breach;
 - (iii) state of technological development; and
 - (iv) cost of implementing any measures;
 - (c) ensure that :
 - (i) the Processor Personnel do not Process Personal Data except in accordance with the Contract (and in particular Annex 1 (*Processing Personal Data*));
 - (ii) it takes all reasonable steps to ensure the reliability and integrity of any Processor Personnel who have access to the Personal Data and ensure that they:
 - (A) are aware of and comply with the Processor's duties under this Joint Schedule 11, Clauses 14 (*Data protection*), 15 (*What you must keep confidential*) and 16 (*When you can share information*);
 - (B) are subject to appropriate confidentiality undertakings with the Processor or any Subprocessor;
 - (C) are informed of the confidential nature of the Personal Data and do not publish, disclose or divulge any of the Personal Data to any third party unless directed in writing to do so by the Controller or as otherwise permitted by the Contract; and
 - (D) have undergone adequate training in the use, care, protection and handling of Personal Data;
 - (d) not transfer Personal Data outside of the UK or EU unless the prior written consent of the Controller has been obtained and the following conditions are fulfilled:

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- (i) the Controller or the Processor has provided appropriate safeguards in relation to the transfer (whether in accordance with UK GDPR Article 46 or LED Article 37) as determined by the Controller;
 - (ii) the Data Subject has enforceable rights and effective legal remedies;
 - (iii) the Processor complies with its obligations under the Data Protection Legislation by providing an adequate level of protection to any Personal Data that is transferred (or, if it is not so bound, uses its best endeavours to assist the Controller in meeting its obligations); and
 - (iv) the Processor complies with any reasonable instructions notified to it in advance by the Controller with respect to the Processing of the Personal Data; and
 - (e) at the written direction of the Controller, delete or return Personal Data (and any copies of it) to the Controller on termination of the Contract unless the Processor is required by Law to retain the Personal Data.
7. Subject to paragraph 7 of this Joint Schedule 11, the Processor shall notify the Controller immediately if in relation to it Processing Personal Data under or in connection with the Contract it:
- (a) receives a Data Subject Access Request (or purported Data Subject Access Request);
 - (b) receives a request to rectify, block or erase any Personal Data;
 - (c) receives any other request, complaint or communication relating to either Party's obligations under the Data Protection Legislation;
 - (d) receives any communication from the Information Commissioner or any other regulatory authority in connection with Personal Data Processed under the Contract;
 - (e) receives a request from any third Party for disclosure of Personal Data where compliance with such request is required or purported to be required by Law; or
 - (f) becomes aware of a Personal Data Breach.
8. The Processor's obligation to notify under paragraph 6 of this Joint Schedule 11 shall include the provision of further information to the Controller, as details become available.
9. Taking into account the nature of the Processing, the Processor shall provide the Controller with assistance in relation to either Party's obligations under Data Protection Legislation and any complaint, communication or request made under paragraph 6 of this Joint Schedule 11 (and insofar as possible within the timescales reasonably required by the Controller) including by immediately providing:

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- (a) the Controller with full details and copies of the complaint, communication or request;
 - (b) such assistance as is reasonably requested by the Controller to enable it to comply with a Data Subject Access Request within the relevant timescales set out in the Data Protection Legislation;
 - (c) the Controller, at its request, with any Personal Data it holds in relation to a Data Subject;
 - (d) assistance as requested by the Controller following any Personal Data Breach; and/or
 - (e) assistance as requested by the Controller with respect to any request from the Information Commissioner's Office, or any consultation by the Controller with the Information Commissioner's Office.
10. The Processor shall maintain complete and accurate records and information to demonstrate its compliance with this Joint Schedule 11. This requirement does not apply where the Processor employs fewer than 250 staff, unless:
- (a) the Controller determines that the Processing is not occasional;
 - (b) the Controller determines the Processing includes special categories of data as referred to in Article 9(1) of the UK GDPR or Personal Data relating to criminal convictions and offences referred to in Article 10 of the UK GDPR; or
 - (c) the Controller determines that the Processing is likely to result in a risk to the rights and freedoms of Data Subjects.
11. The Processor shall allow for audits of its Data Processing activity by the Controller or the Controller's designated auditor.
12. The Parties shall designate a Data Protection Officer if required by the Data Protection Legislation.
13. Before allowing any Subprocessor to Process any Personal Data related to the Contract, the Processor must:
- (a) notify the Controller in writing of the intended Subprocessor and Processing;
 - (b) obtain the written consent of the Controller;
 - (c) enter into a written agreement with the Subprocessor which give effect to the terms set out in this Joint Schedule 11 such that they apply to the Subprocessor; and
 - (d) provide the Controller with such information regarding the Subprocessor as the Controller may reasonably require.
14. The Processor shall remain fully liable for all acts or omissions of any of its Subprocessors.
15. The Relevant Authority may, at any time on not less than thirty (30) Working Days' notice, revise this Joint Schedule 11 by replacing it with any applicable controller to processor standard clauses or similar terms forming part of an

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applicable certification scheme (which shall apply when incorporated by attachment to the Contract).

16. The Parties agree to take account of any guidance issued by the Information Commissioner's Office. The Relevant Authority may on not less than thirty (30) Working Days' notice to the Supplier amend the Contract to ensure that it complies with any guidance issued by the Information Commissioner's Office.

Where the Parties are Joint Controllers of Personal Data

17. In the event that the Parties are Joint Controllers in respect of Personal Data under the Contract, the Parties shall implement paragraphs that are necessary to comply with UK GDPR Article 26 based on the terms set out in Annex 2 to this Joint Schedule 11.

Independent Controllers of Personal Data

18. With respect to Personal Data provided by one Party to another Party for which each Party acts as Controller but which is not under the Joint Control of the Parties, each Party undertakes to comply with the applicable Data Protection Legislation in respect of their Processing of such Personal Data as Controller.
19. Each Party shall Process the Personal Data in compliance with its obligations under the Data Protection Legislation and not do anything to cause the other Party to be in breach of it.
20. Where a Party has provided Personal Data to the other Party in accordance with paragraph 8 of this Joint Schedule 11 above, the recipient of the Personal Data will provide all such relevant documents and information relating to its data protection policies and procedures as the other Party may reasonably require.
21. The Parties shall be responsible for their own compliance with Articles 13 and 14 UK GDPR in respect of the Processing of Personal Data for the purposes of the Contract.
22. The Parties shall only provide Personal Data to each other:
 - (a) to the extent necessary to perform their respective obligations under the Contract;
 - (b) in compliance with the Data Protection Legislation (including by ensuring all required data privacy information has been given to affected Data Subjects to meet the requirements of Articles 13 and 14 of the UK GDPR); and
 - (c) where it has recorded it in Annex 1 (*Processing Personal Data*).
23. Taking into account the state of the art, the costs of implementation and the nature, scope, context and purposes of Processing as well as the risk of varying likelihood and severity for the rights and freedoms of natural persons, each Party shall, with respect to its Processing of Personal Data as Independent Controller, implement and maintain appropriate technical and organisational

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measures to ensure a level of security appropriate to that risk, including, as appropriate, the measures referred to in Article 32(1)(a), (b), (c) and (d) of the UK GDPR, and the measures shall, at a minimum, comply with the requirements of the Data Protection Legislation, including Article 32 of the UK GDPR.

24. A Party Processing Personal Data for the purposes of the Contract shall maintain a record of its Processing activities in accordance with Article 30 UK GDPR and shall make the record available to the other Party upon reasonable request.
25. Where a Party receives a request by any Data Subject to exercise any of their rights under the Data Protection Legislation in relation to the Personal Data provided to it by the other Party pursuant to the Contract (**“Request Recipient”**):
 - (a) the other Party shall provide any information and/or assistance as reasonably requested by the Request Recipient to help it respond to the request or correspondence, at the cost of the Request Recipient; or
 - (b) where the request or correspondence is directed to the other Party and/or relates to that other Party's Processing of the Personal Data, the Request Recipient will:
 - (i) promptly, and in any event within five (5) Working Days of receipt of the request or correspondence, inform the other Party that it has received the same and shall forward such request or correspondence to the other Party; and
 - (ii) provide any information and/or assistance as reasonably requested by the other Party to help it respond to the request or correspondence in the timeframes specified by Data Protection Legislation.
26. Each Party shall promptly notify the other Party upon it becoming aware of any Personal Data Breach relating to Personal Data provided by the other Party pursuant to the Contract and shall:
 - (a) do all such things as reasonably necessary to assist the other Party in mitigating the effects of the Personal Data Breach;
 - (b) implement any measures necessary to restore the security of any compromised Personal Data;
 - (c) work with the other Party to make any required notifications to the Information Commissioner's Office and affected Data Subjects in accordance with the Data Protection Legislation (including the timeframes set out therein); and
 - (d) not do anything which may damage the reputation of the other Party or that Party's relationship with the relevant Data Subjects, save as required by Law.

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27. Personal Data provided by one Party to the other Party may be used exclusively to exercise rights and obligations under the Contract as specified in Annex 1 (*Processing Personal Data*).
28. Personal Data shall not be retained or processed for longer than is necessary to perform each Party's respective obligations under the Contract which is specified in Annex 1 (*Processing Personal Data*).
29. Notwithstanding the general application of paragraphs 2 to 16 of this Joint Schedule 11 to Personal Data, where the Supplier is required to exercise its regulatory and/or legal obligations in respect of Personal Data, it shall act as an Independent Controller of Personal Data in accordance with paragraphs 18 to 27 of this Joint Schedule 11.

Annex 1 - Processing Personal Data

This Annex shall be completed by the Controller, who may take account of the view of the Processors, however the final decision as to the content of this Annex shall be with the Relevant Authority at its absolute discretion.

- 1.1 The contact details of the Relevant Authority's Data Protection Officer are: FOIA Section 43
- 1.2 The contact details of the Supplier's Data Protection Officer are: FOIA Section 40 Personal
- 1.3 The Processor shall comply with any further written instructions with respect to Processing by the Controller.
- 1.4 Any such further instructions shall be incorporated into this Annex.

Description	Details
Identity of Controller for each Category of Personal Data	<p>The Relevant Authority is Controller and the Supplier is Processor</p> <p>The Parties acknowledge that in accordance with paragraph 2 to paragraph 15 and for the purposes of the Data Protection Legislation, the Relevant Authority is the Controller and the Supplier is the Processor of the following Personal Data:</p> <p>Contact details of individuals (partners in grant funded projects) within each of the ZEVI projects.</p>
Duration of the Processing	30 th January 2025 to 30 th September 2028
Nature and purposes of the Processing	<p>This tender exercise is required to procure a specialist provider of data services, who will:</p> <div style="background-color: black; color: red; font-size: 2em; padding: 5px; text-align: center;">FOIA Section 43 Commercial Information</div> <p>The purpose of the Controller sharing the personal data with the Processor is to enable them to contact individuals within the ZEVI</p>

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	projects in order to obtain data in order to deliver the independent assessment.
Type of Personal Data	Name of individual, company name & email address of grant funded partners in each ZEVI project
Categories of Data Subject	ZEVI project grant holders
Plan for return and destruction of the data once the Processing is complete UNLESS requirement under Union or Member State law to preserve that type of data	The Processor will destroy all personal data at the end of the contracted period and provide UKRI with confirmation

Order Schedule 20 (Order Specification)

This Schedule sets out the characteristics of the Deliverables that the Supplier will be required to make to the Buyers under this Order Contract

Title of Request:	ZEVI Technical Data Study
Duration of Engagement:	January 2025 – September 2028
Required Commencement Date:	30 th January 2025

1. Introduction

In 2022, the Department for Transport (DfT) announced £206 million to form the UK Shipping Office for Reducing Emissions (UK SHORE) as part of the 2022 National Shipbuilding Strategy. The UK SHORE programme will accelerate the design and manufacture of UK-made clean maritime technologies and unlock an industry-led transition to Net Zero and aims to transform the UK into a global leader in clean maritime technologies.

The UK SHORE programme is delivering a suite of interventions, including the Zero Emission Vessels and Infrastructure (ZEVI) competition. Innovate UK, part of UK Research and Innovation, is working with DfT to invest £80 million grant funding in innovation projects through ZEVI.

ZEVI awarded funding to ten demonstration projects in 2023. These projects will develop, deploy and operate novel clean maritime solutions focussed on on-vessel technologies and related shoreside infrastructure, for a period of three years from April 2025 in a real-world environment.

All funded ZEVI projects are required to collect and report key metrics and data as specified by the programme. Projects are aware that they are expected to provide data from their trial vessels, infrastructure and users to an appointed data services provider. However, the data attributes and sharing method have not yet been specified.

This tender exercise is required to procure a specialist provider of data services, who will specify and agree the data attributes with Innovate UK and the ZEVI demonstration projects, and then use the data to provide an independent assessment of:

- The technical feasibility of the vessel and infrastructure technologies being trialled by the ZEVI projects.
- Users' perceptions and receptiveness to these technologies before and after taking part in the demonstrations

- The environmental benefits of the technologies being trialled.
- Economic viability of the associated business models.

2. Aims & Objectives

This tender exercise is required to procure a specialist provider of data services to collect data from the ZEVI demonstration projects and use it to perform **an independent assessment**. We refer to this activity as the **ZEVI Technical Data Study**.

The independent assessment should collect real-world data on and evaluate the following topics:

- Operational analysis of the clean maritime vessels being demonstrated
- Operational analysis of the clean maritime infrastructure
- User behaviour with both vessels and infrastructure
- Environmental benefits of both vessels and infrastructure
- Economic viability of both vessels and infrastructure

The **Objectives** of the **ZEVI Technical Data Study** are to:

- Enable dissemination of ZEVI programme outcomes and learnings covering technology, uses, business cases and environmental impacts
- Raise industry's awareness regarding the operational feasibility (benefits & barriers) of zero emission vessels and infrastructure
- Share lessons for future deployment
- Help industry to make informed investment decisions
- Help to build opportunities for UK maritime businesses
- Help to accelerate deployment of zero emission marine vessels and their infrastructure

Analysis of consistent real-world datasets from the ZEVI demonstration activities will provide outputs for use in wider UK SHORE evaluation activities leading to:

- Improved policy understanding of practical requirements in operational settings
- Identification of policy and regulatory opportunities and barriers
- Increased Maritime and Coastguard Agency (MCA) understanding

3. Background to the Requirement

The ZEVI programme contains three strands of project activity, delivered through three parallel funding competitions:

- [Strand 1: Battery electric vessels and charging infrastructure](#)
- [Strand 2: Shore power technologies, shore-side and vessel-side](#)
- [Strand 3: Alternative fuel vessels and refuelling infrastructure](#)

Details about each of the funded projects can be found here [Zero Emission Vessels and Infrastructure \(ZEVI\) competition winners - GOV.UK \(www.gov.uk\)](#)

Each project must build, deploy and operate novel clean maritime technologies focussed on on-vessel technologies and related shoreside infrastructure including at ports, harbours and offshore. Each demonstration project includes the zero emission vessel(s) and infrastructure required to meet its operational requirements, being used in a representative real world operational environment for a period of three years from April 2025. Projects can include single or multiple vessels and infrastructure locations. The following sub-headings set out the scope of the ZEVI competition in further detail.

Vessel specifics:

- 100% battery electric and alternative fuel such as hydrogen, ammonia and methanol vessels are in scope, as are electric hybrid vessels
- Technologies for all sizes and categories of maritime vessel subject to the Merchant Shipping Act 1995 are in scope.
- Solutions and demonstrations can be suitable for one target size of vessel or for multiple types.
- Both pleasure and commercial vessels are in scope.
- Vessel energy efficiency technologies are also in scope, which can significantly increase the range and endurance of the vessel, or lower fuel usage to reach commercial viability, including wind propulsion.

Infrastructure specifics:

- The infrastructure deployed must be able to refuel the vessels for the requirements of their operational activities.
- infrastructure funded through the programme must be accessible to other operators outside the consortia by appointment and at a suitable market rate.
- Both on- and off-shore refuelling infrastructure is in scope
- Shore-power infrastructure is also in scope
- A proportion of the infrastructure should be capable of charging multiple vessels rapidly and back-to-back.
- Existing or planned infrastructure can be used

Location specifics:

- All ports and harbours are in scope, including infrastructure for freight, passenger, pleasure and commercial vessels.
- Offshore infrastructure is also in scope, such as wind farms.
- Demonstrations should take place in UK waters wherever possible

Demonstration specifics:

- Demonstration of zero emission vessels in various types of locations and sea states, whilst performing a range of duty cycles to reflect the variety in vessel operations
- All vessels and infrastructure must begin operation by 31 March 2025
- Suitable training, repair and maintenance provisions must be in place

Data specifics:

- Innovate UK and DfT are aware that certain raw data will be confidential and commercially sensitive so the appointed contractor must work collaboratively with each project to define an acceptable approach.
- Data marked as confidential must be aggregated or anonymised as appropriate and all data must be stored confidentially.
- The ZEVl projects have been funded contingent on them formally accepting a mutually agreed Data Sharing Agreement and complying with it throughout the project.

4. Scope

The appointed data services contractor must be an organisation independent of any of the ZEVl demonstration projects.

The ZEVl competition scope definitions provided the following guidance regarding the data each project should provide:

- **Vessel data collection:** raw data from all vessels involved in ZEVl projects
- **Infrastructure data collection:** raw data associated with infrastructure usage, efficiency, uptime, maintenance and business model performance
- **Infrastructure deployment:** the costs of equipment, installation and grid connections, and the duration of deployment activities distribution network operator (DNO) works
- **Financial:** vehicle purchase or build costs and operational costs to determine the Total Cost of Ownership (TCO)

- **Access to vessel operators and drivers, suppliers and stakeholders** should be available on an ongoing basis throughout the project, to determine factors such as user acceptance and differences in operating zero emission vessels compared to current vessels

Since the ZEVl projects were awarded funding, Innovate UK and DfT have developed a draft list of the data which projects should provide to the appointed data services contractor, which is contained within this tender specification (Addendum 1). This list represents a combination of data collected from vessels, infrastructure, its users and the wider environment/ neighbourhood. This draft list was provided to projects as an initial guide in April 2024.

Bidders should base their tender response on the draft data list provided (Addendum 1) but are also invited to comment on its feasibility and to suggest additional data which could be collected and analysed to support the objectives of the ZEVl Study.

The quantity of vessels and infrastructure and the start date of each ZEVl demonstration is yet to be confirmed. and this will dictate the amount of data available to the appointed data services contractor in order to deliver their independent assessment. Establishing these quantities will be an early task for the appointed contractor.

This agreement will be in place up to the end of September 2028.

If any of the ZEVl project demonstrations extend beyond March 2028 we may require the appointed contractor to extend the data collection and analysis period, to be agreed through a contract variation process.

The maximum budget available is £400K.

5. Requirement

The **Responsibilities** of the appointed data services contractor will be to:

- Work with Innovate UK to agree the Study Methodology, including your:
 - Proposed Research Questions
 - Chosen approaches to collection, analysis and interpretation of the quantitative and qualitative data available
 - Research limitations and constraints

- Work with Innovate UK and each ZEVI project to agree the final list of data to be collected. This may contain some data points which are specific to an individual project's technology and use-cases, but should contain both quantitative and qualitative operational and performance data from both the vessels and infrastructure being demonstrated.
- Work with Innovate UK and each project to develop an agreed Data Sharing Agreement which is signed by both contractor and project leader, including:
 - List of agreed data to be supplied, briefly summarising relevance of each data point for industry and/or government
 - Frequency for submission of each data point
 - Method for data submission, in a consistent format
 - How the data will be stored, accessed and managed in line with data protection requirements
 - Acknowledgement that a cleansed and anonymised ZEVI programme dataset will be supplied to Innovate UK as an output of this Study, for use by DfT, Maritime and Coastguard Agency (MCA) and other relevant government departments
- Collect, store and analyse the agreed data generated by each project during the three-year demonstration period
- Provide quarterly progress updates to Innovate UK with any pertinent findings, in a format to be mutually agreed
- Report the results of the independent assessment to Innovate UK in a format to be mutually agreed, consisting of:
 - A presentation of the Study's results to Innovate UK, UK SHORE, MCA and relevant government departments
 - A final report covering the assessment methodology and findings per ZEVI project for use by Innovate UK, DfT, MCA and relevant government departments
 - A final report summarising the independent assessment findings at ZEVI programme level suitable for public dissemination
- Supply a copy of the complete cleansed and anonymised dataset to Innovate UK for use by DfT, MCA and other relevant government departments
- Facilitate annual workshops with Innovate UK and all projects, focussing on data requirements to ensure understanding, identify and unlock any data challenges.
- Support cross-project dissemination activities, such as attending ZEVI cohort meetings.
- Support wider maritime dissemination activities with Innovate UK's prior approval.

Required Deliverables:

- A Study methodology agreed with Innovate UK
- A signed Data Sharing Agreement for each project
- Quarterly progress updates to Innovate UK
- A presentation of the Study's results to Innovate UK, DfT, MCA and relevant government departments
- A final report covering the assessment methodology and findings per ZEVI project for use by Innovate UK, DfT, MCA and relevant government departments

- A final report summarising the independent assessment findings at ZEVl programme level suitable for public dissemination
- A complete cleansed and anonymised dataset

We expect the appointed data services provider to demonstrate the following capabilities:

- Excellent analytical skills and critical thinking
- Excellent data processing and IT skills
- Strong written and verbal communication skills
- Adaptability and problem solving abilities
- Strong attention to detail

6. Timetable

ZEVI Projects timetable for information:

ZEVI projects began work to prepare for their demonstrations	- October to December 2023
Contract in place with successful contractor	- January 2025
Target start for ZEVI demonstrations	- 1st April 2025
ZEVI demonstration end	- 31st March 2028

Key Contract milestones

FOIA Section 43 Commercial Information



The successful contractor will be in place until 30th September 2028.

If any of the ZEVI project demonstrations extend beyond March 2028 we may require the appointed contractor to extend the data collection and analysis period, to be agreed through a contract variation process.