



CATALOGUE ITEM · RM6190 · LOT 1

Digital Delivery *Discovery* & Mobilisation

Rapidly define, shape and mobilise digital programmes, services and transformation initiatives — with a prioritised roadmap and a practical route into delivery.

REFERENCE	RM6190-Lot1-Digital-Delivery-Discovery-and-Mobilisation
FRAMEWORK LOT	Lot 1 — Technology and Digital Consultancy Services
ENGAGEMENT	Fixed-price consultancy · Indicatively 4–6 weeks
TOTAL PRICE	£35,000 ex VAT · £42,000 inc VAT

01

Service Overview

Technology and digital consultancy services that help Buyers rapidly define, shape and mobilise digital programmes, services and transformation initiatives.

DELIVERABLES DESCRIPTION

This Catalogue Item provides technology and digital consultancy services to help Buyers rapidly define, shape and mobilise digital programmes, services and transformation initiatives.

The service is designed for Buyers who have identified a digital challenge, transformation objective or service requirement but need specialist support to understand the current state, define what needs to change and establish a clear and achievable route into delivery.

SATIGO will work with the Buyer to assess the existing environment, identify technical, delivery and capability gaps, define the target state and produce a prioritised roadmap and mobilisation plan.

The service can support requirements across software engineering, architecture, cloud and DevSecOps, data and AI, product and delivery, business analysis, quality engineering, user-centred design and cyber security where relevant to the Buyer's objectives.

BEST FIT

Particularly suited to complex, regulated and policy-led environments where Buyers require rapid access to specialist digital expertise before commencing or re-baselining delivery.

02 The Supplier Will Deliver

Depending on the agreed scope, outputs may include:

- Current-state digital delivery assessment
- Stakeholder discovery and requirements analysis
- Technical and architecture assessment
- Service and user needs assessment
- Digital capability and skills gap analysis
- Identification of delivery constraints and dependencies
- Target-state delivery approach
- Enterprise architecture and technical design principles
- Delivery operating model and governance arrangements
- Prioritised delivery roadmap
- Backlog shaping and prioritisation framework
- Specialist capability and resource requirements
- Risk, dependency and assurance framework
- Mobilisation and transition plan
- Executive recommendations and final discovery report

CONDITIONS ON THE BUYER

For the Order to be valid, the Buyer will:

- Engage collaboratively with the Supplier to clarify objectives, priorities and desired outcomes
- Provide reasonable access to relevant stakeholders, systems, documentation and programme artefacts
- Nominate an appropriate Product Owner, Senior Responsible Owner or equivalent decision-making authority
- Support stakeholder interviews, workshops and discovery activities
- Provide timely feedback and decisions
- Support reasonable security, access and onboarding requirements

03 Draft Implementation Plan

The following represents a draft implementation approach, which will be refined and confirmed following acceptance of the Order Form and in accordance with the applicable Call-Off Schedule.

01 Discover

PHASE 1

The Supplier will rapidly establish the current position and desired outcomes.

- Contract mobilisation and stakeholder onboarding
- Discovery workshops and stakeholder interviews
- Review of existing programme, service and technical documentation
- Assessment of current digital delivery arrangements
- Identification of business and user requirements
- Initial assessment of technical architecture
- Assessment of existing capability and skills
- Identification of risks, constraints and dependencies
- Confirmation of priorities and success measures

02 Define

PHASE 2

Discovery findings will be translated into a clear target state and delivery approach.

- Definition of target delivery model
- Technical and architecture recommendations
- Service and user-centred design considerations
- Identification of specialist capability requirements
- Governance and assurance design
- Backlog shaping and prioritisation
- Delivery options assessment
- Risk and dependency planning

03 Mobilise

PHASE 3

The Supplier will provide an actionable route into delivery.

- Prioritised delivery roadmap
- Mobilisation plan
- Specialist capability and resource plan
- Delivery milestones
- Governance and assurance arrangements
- Risk and dependency framework
- Executive recommendations
- Documentation and handover of agreed artefacts

AT COMPLETION

The Buyer will have a clear understanding of its current position, what needs to change, the capability required and a practical roadmap for moving into delivery.

04

Performance Levels

Performance Levels will be proportionate to the nature of the consultancy services and finalised in accordance with the applicable Call-Off Schedule.

AVAILABILITY KPI

≥ **95%** of agreed consultancy resources

Supplier availability for agreed consultancy resources will be maintained at 95% or higher against the agreed delivery plan. Where availability falls below 90% during a reporting period, the Supplier will agree appropriate corrective actions with the Buyer.

FAULT RECTIFICATION KPI

1 / 5 working days · acknowledge / remediate

Material issues or delivery impediments raised by the Buyer will be acknowledged within 1 Working Day and provided with an agreed remediation or resolution plan within 5 Working Days.

QUALITY KPI

≥ **90%** acceptance at first submission

Deliverables will be reviewed against agreed acceptance criteria. Quality is measured through a minimum 90% acceptance of deliverables at first submission, or acceptance following agreed revisions within 5 Working Days of feedback.

PERFORMANCE REPORTING

Proportionate agreed cadence

The Supplier will provide proportionate performance, progress, risk and delivery reporting at an agreed frequency.

05 Social Value

Social Value commitments will be proportionate to the scope and size of the call-off and will be agreed at call-off to align with Buyer priorities.

Illustrative commitments may include:

- Supporting early-career and career-returner opportunities through mentoring, shadowing or structured exposure to digital delivery environments
- Promoting inclusive and diverse consultancy teams
- Knowledge transfer and digital capability development within Buyer teams
- Remote-first delivery practices where appropriate to reduce travel-related carbon emissions
- Supporting local or regional digital skills initiatives

06 Catalogue Price

CONTRACT LENGTH	Indicatively 4–6 weeks
TOTAL CONTRACT PRICE	£35,000 ex VAT · £42,000 inc VAT
PRICING MODEL	Fixed-price consultancy engagement
PRICING MECHANISM	Fixed Price in accordance with Framework Schedule 3
CHARGING UNIT	Digital Delivery Discovery & Mobilisation engagement
INVOICING PROFILE	Monthly in arrears

CHARGES

The Catalogue Price covers consultancy activities required to deliver the agreed outputs, which may include:

- Discovery and stakeholder engagement
- Digital delivery assessment
- Architecture and technical assessment
- Product and delivery consultancy
- User / service assessment
- Capability gap assessment
- Roadmap and backlog development
- Governance, risk and assurance
- Mobilisation planning
- Executive reporting and handover

The precise role mix and allocation of consultancy days will be agreed in accordance with the applicable Framework pricing provisions and AWOC rates. All agreed costs and expenses associated with provision of the Deliverables are included in the Catalogue Price unless expressly agreed otherwise in the Order Form.

Plug in the team. Ship the outcome.

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