

## Department: Ministry of Defence

Agreed Actions	Target Implementation Date	Task	Outcome	Success Factor
1. By August, MOD will agree with its Key Suppliers methods of increasing the level of SME participation in the Supply Chain. Examples are expected to include advertising available sub-contracting opportunities on Contacts Finder, including details about the Key Suppliers on the MOD's website (including contact details) and by holding events for SMEs (possibly in conjunction with the MOD) that provide additional information and advice on how to become a supply chain partner. An increase in the number of SMEs within the Supply Chain and an increase in the level of MoD's indirect spend with SMEs should result in this and subsequent financial years.	August 2011	<ol style="list-style-type: none"> <li>1. Engage with suppliers.</li> <li>2. Agree methods of increasing SME participation in the supply chain.</li> <li>3. Publish details of proposed action.</li> <li>4. Implement actions.</li> <li>5. Monitor and refresh as required.</li> </ol>	More opportunities for SMEs to participate in MOD supply chains.	Number of Key Suppliers engaged and measures put in place.
2. By November 2011, the MOD will utilise its existing e-procurement systems to progressively introduce standard, simplified templates for low-value contracts in order to increase clarity of terms and conditions and streamline/accelerate the contractual process. Removing this potential barrier to SMEs should both increase the proportion that bid for and win contracts, and improve procurement process timescales.	November 2011	<ol style="list-style-type: none"> <li>1. Engage with industry to review proposed terms and conditions</li> <li>2. Pilot templates</li> <li>3. MOD-wide use</li> <li>4. Monitor use and update as required</li> </ol>	Simplified way for SMEs to bid for contracts.	Proportion of SMEs submitting bids and winning business increases.