Service Description:

Microsoft 365 Office Productivity Design, Transition and Support Services

April 2024

About US

❑ Proven and trusted partner to leading organisations across government and corporate sectors.

❑ Significant experience in Government procurement lifecycle processes.

❑ Experts in supporting customers with their digital transformation aspirations.

❑ Able to support existing or new solutions with established teams of professionals.

❑ Fully accredited and security cleared staff, associates and partners.

❑ No geographical constraints.

❑ Deep subject matter expertise in multi-cloud hosting, architecture, engineering, device build, configuration and management as well as cyber security management and operations.

❑ One of the UK's leading consultancy in Zero trust architecture design principles.

❑ Services designed to flex and respond to technological advancement and improvements.

❑ Consciously deliver additional complementary Value Add enhancements within all supported services.

❑ Vendor/Solution agnostic.

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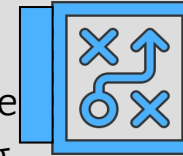# About Us – Digital Transformation and Operational Capabilities

Strategy
Aligning people & technology strategy to achieve Business outcomes.

Governance
Centralised governance at scale leveraging IAC, IAM-as-code & Policy-as-code.

Project/Delivery Management
Prince2, Waterfall, Agile & DevOps.

Compliance
Meeting Legal and Regulatory requirements.

Assurance & Testing
Providing technical assurance and validation.

Migration & Transition
Deployment, Change management & Training.

Architecture
Multi-cloud Zero trust architecture based design principles coupled with modern device management.

Threat Intelligence
Identifying threats and providing expert insight and analysis.

BAU Operational Support
Support, Operate & Optimise.

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About Us – Cyber Security & Risk Management Capabilities

- **Strategy**
  - Security Strategy creation
  - Security transformation roadmaps
  - Security Operating Model development

- **Compliance**
  - Smart Metering SSC Obligations
  - Cyber Essentials Scheme (+Plus)
  - NIS Directive and CAF compliance

- **Security Architecture**
  - Architectural system design
  - System security reviews
  - Security Gap Analysis

- **Governance**
  - vCISO
  - Crisis management
  - Cyber Security as a Service (CSaaS)

- **Assurance and Testing**
  - Vulnerability Assessments
  - IT Health Checks / Penetration Testing
  - Ethical Phishing

- **Security Intelligence**
  - Threat Intelligence management
  - Threat hunting
  - Analysis and Insight

- **Risk Management**
  - Risk Assessment (ISO 27005, IS1, STREAM)
  - Risk Treatment Planning
  - Threat and Impact analysis

- **Training & Awareness**
  - Threat Briefings
  - Awareness Campaigns
  - Breach simulations

- **Security Operations**
  - Policy and Procedure
  - Security Operation Centre
  - Incident Management

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Ordering Process

We deliver similar services to many UK Public Sector organisations and are here to help and advise. We can help you through the whole procurement process, in order to procure services in compliance with the Digital Marketplace Buyer's Guide.

Ordering Process – We are an experienced Digital Marketplace frameworks contractor. Upon engagement, we will discuss and validate your requirement and scope of work, and support you through the completion of the Call Off Agreement. We will then set up a mutually acceptance start date and commence work. Invoicing will either be based upon the SFIA rate card agreed, or the per unit cost of the agreed scope of service. Payment terms are 30 days and payable either by BACS or GPC card.

Customer Responsibilities – For any given call-requirement, we will identify any dependencies on the customer (e.g. access to key stakeholders, inputs to critical review processes, etc.) and agree these at the start of the work.

Service Description – Microsoft 365 Office Productivity Design, Transition and Support Services

Features

- Comprehensive implementation and migration
- Delivery in-adherence to GDS Standards/Guidelines
- Document Management for SharePoint and Office 365
- Knowledge Management for SharePoint and Office 365
- Compliance support, information protection, privacy, EDRM and GDPR
- Archive, legal hold, data leakage protection (DLP)
- Implement ATP and AIP solution to enhance security
- Facilitates a strategy of Work-Anywhere on any device

Benefits

- User needs based development following GDS Standards/Guidelines
- Work collaboratively with internal teams to develop capability
- Proven methodology from experienced team in cloud technology adoption
- Leverage all the features of the Microsoft Office 365 stack
- Enhance efficiency through collaboration and knowledge sharing
- Online meetings, web-conferencing, voice and video.
- Advanced compliance tools, including rights management services and information protection

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Contact Information

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