

## Valcon G-Cloud Lot 3 Service Definition

### **Programme Management Office**

[Set Up and Migration | Project management and governance, Other]

Version 1.0

## 1. About Us

Valcon is a leading European consultancy specialising in AI and data-driven business transformation, with a growing and established presence in the UK. A trusted partner to major organisations including multiple UK Government departments and public sector agencies. Valcon connects strategy and operations, helping organisations create value in their transformation programmes.

With over 1,750 consultants across Europe, Valcon brings deep expertise across data, AI, technology and consulting. In the UK, Valcon works with clients across financial services, public sector, retail, industrials and infrastructure. Valcon is backed by private equity firm Rivean Capital.

## 2. Service Description

Valcon provides award winning Programme Management Offices (PMOs) to control your Change Journey. These focus on providing structure to governance, process and information-management, delivery assurance and leadership to the initiative. We provide maturity reviews, advanced performance analytics, leadership, coaching and PMO managed services across waterfall, agile and bimodal programmes.

### Features

- Conduct Health-check and Maturity Assessment targeting Process, Capability and Culture
- PMO Maturity Journey Modelling
- Guide PMO Maturity Transformation, driving maturity improvement across the PMO
- Manage Reporting & Analytics Design
- Guide PMO Upskilling – tools and process development
- PMO services using 'PMO in a box' tools and templates
- PMO Management – leading of the PMO
- Implement PMO Resource Augmentation, providing key individuals to strengthen PMO
- PMO Managed Service, delivering the entire PMO as a service
- Implement Delivery Assurance, analysis of data obtained by the PMO

### Benefits

- High quality PMO service easily flexed to meet demand
- Enhanced PMO best practice capability and quality
- Enhanced Confidence in Change Delivery - reduced time to market
- Increasing efficiencies in your PMO
- Landing fast and efficiently through our PMO in a Box
- Reducing risk by outsourcing PMO risk in its entirety
- Increasing productivity by defining clear PMO TOM, roles and responsibilities
- Increased PMO customer and stakeholder satisfaction
- Independent challenge to ensure robust PMO build and structure
- A close working relationship using our Valcon Assure engagement model

### **3. Approach**

Valcon provides world class Programme Management Offices (PMO) to control your Change Journey. Our PMO focus on providing strong and structured process providing confidence in delivery, acting as a leader and trusted advisor leader to the programme. We use the latest in change analytics to provide information dashboards to support information sharing in the programme and advanced predictive analytics to inform decision making around future states, which significantly increases confidence of delivery.

We can rapidly deliver our service to support your cloud transformations using our processes, tools, templates and experience across, MSP, Prince2, P3O, AgileAPM, Scrum, DSDM and SAFe. Our PMO consultants are also highly experienced in the use of Microsoft suite of tools, PowerBI, Tableaux Clarity, Primavera and ServiceNow. Valcon can also provide a PMO Health-Check and Maturity Review and linked support in generating a maturity improvement plan, which will ensure your organisation not only benefit from our world class services but are confident they will be left with a world class PMO..

### **4. Effort and Cost**

Effort will be determined collaboratively between the Valcon and the client based on the skills mix and scope required.

Please refer to the Pricing Document for current rates.

- Rate card prices are exclusive of VAT.
- Expenses are recharged at cost and supported by receipts.
- Expenses may include reasonable travel, accommodation, and subsistence costs.
- The payment schedule will follow milestone completions as agreed in the Statement of Work.

### **5. Assumptions**

The successful delivery of the engagement depends on assumptions and dependencies jointly agreed between the Valcon and the client. These may include (but are not limited to):

- Access to required stakeholders, systems, or information
- Timely decisions and approvals
- Availability of resources and infrastructure
- Defined governance and communication processes

All assumptions and dependencies will be recorded and validated as part of the Statement of Work (SoW).