

Statement of Work (SOW) Template

Technology Project Management & Product Delivery Services

Please complete this statement of work (SOW) template detailing all relevant fields, and submit back to garys@centurionquant.com, any agreement will be entered into, pursuant to the **Technology Project Management & Services Agreement** between:

Service Provider: Centurion Quant Limited
Client: [Client Legal Name]

SOW Reference: [SOW-001]

Effective Date: [Date]

1. Project Overview

Project Name: [Project Name]

Background:

Brief description of the Client's project, business context, and objectives.

Project Objectives:

- [Objective 1]
- [Objective 2]
- [Objective 3]

Application Integration Requirement

- [Objective 1]
- [Objective 2]
- [Objective 3]

Specialist Skill or Product Requirement for Client Project

- [Product 1]
- [Product 2]
- [Product 3]

Product or Service Specification / Requirement

- [Requirement 1]
- [Requirement 2]
- [Requirement 3]

2. Scope of Services

The Service Provider shall provide **Technology Project Management services**, including:

- Project planning, governance, and delivery oversight
- Stakeholder coordination and meeting facilitation
- Risk, issue, dependency, and change management
- Progress tracking and reporting
- Vendor and third-party coordination (management only)

3. Deliverables

The Service Provider shall deliver the following:

Deliverable	Description	Due Date
Project Plan	Approved project plan and milestones	[Date]
Status Reports	Regular written status reports	[Frequency]
RAID Log	Risks, assumptions, issues, dependencies	Ongoing
Final Report	Project closure or phase completion report	[Date]

4. Client Responsibilities

The Client shall:

- Provide timely access to stakeholders, systems, and documentation
- Appoint a decision-maker with appropriate authority
- Provide feedback and approvals within agreed timescales
- Ensure third-party suppliers cooperate as required

Delays caused by failure to meet these responsibilities may result in timeline or cost adjustments.

5. Project Assumptions

This SOW is based on the following assumptions:

- Stakeholders are available as scheduled
- Project scope remains unchanged
- Third-party vendors perform in line with their contracts
- No material regulatory or organisational changes occur

6. Fees & Payment

Pricing Model: Fixed Price

Total Fixed Fee: €[Amount] (exclusive of VAT)

Payment Schedule:

- 50% on commencement
- 50% on completion or milestone

Invoices payable within **7 days** of invoice date.

7. Expenses (Travel & Accommodation)

Reasonable **travel, accommodation, and subsistence expenses** incurred in delivering the Services shall be charged in addition to the Fixed Fee at cost, supported by receipts where applicable.

8. Change Control

Any change to scope, deliverables, timelines, or assumptions must be documented and agreed in writing via a **Change Request**.

Approved changes may result in revised fees and delivery dates.

9. Data Protection & Security

Where applicable, the Service Provider shall process personal data in accordance with the **UK GDPR** and the **Data Protection Act 2018**, as set out in the Agreement.
The Client remains the data controller unless otherwise agreed.

10. Term & Termination

This SOW shall commence on the Effective Date and continue until completion of the Services or termination in accordance with the Agreement.

11. Acceptance

By signing below, the Parties agree to this Statement of Work.

For the Client:	
Name:	
Title:	
Signature:	

Date:

For the Service Provider:	Centurion Quant Limited
Name:	
Title:	
Signature:	

Date: