**Active Noise Reduction (ANR) and Field Telephone**

**Statement of Requirement for Provision of Post Design Services to ANR and Field Telephone under BATCM/0329**

***BATCIS DT / Defence Digital / Strategic Command***

 10th November 2020

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### LIST OF ABBREVIATIONS

| **Term** | **Definition** |
| --- | --- |
| AES | Advanced Encryption Standard |
| AESP | Army Equipment Support Publication |
| BATCIS | Battlefield and Tactical Communication and Information Systems |
| DA | Design Authority |
| DD | Defence Digital |
| DT | Delivery Team |
| LE TacCIS | Land Environment Tactical Communications and Information Systems |
| MOD | Ministry of Defence |
| MS | Microsoft |
| NSN | NATO Stock Number |
| OEM | Original Equipment Manufacturer |
| OoSD | Out of Service Date |
| PDF | Portable Document Format |
| PDS | Post Design Services |
| PM | Project Manager |
| PRM | Project Review Meeting |
| ANR | Active Noise Reduction |
| SC | Safety Case |
| SoR | Statement of Requirement(s) |
| SQEP | Suitably Qualified and Experienced Personnel |
| TF | Tasking Form |
| MOTS | Modified Off The Shelf  |
| CB | Central Battery |
| LD | Loop Disconnect  |
| DTMF | Dual Tone Multiple Frequency  |

### **BACKGROUND**

The Active Noise Reduction (ANR) Headset and Combat Field Telephone are MOTS OEM equipment, which form part of the LE TacCIS portfolio.

The ANR Headset (inclusive of ancillaries) operates in conjunction with the BOWMAN system to provide full duplex speech communication facilities. Active Noise Reduction circuits are included to minimise background noise levels in communication headsets and sensor microphone to detect noise in the earshell.

The headset is designed to enable the user to hear vehicle alarms and warning sounds transmitted over the audio channel.

The Combat Field Telephone (inclusive of ancillaries) is designed for connection to two-wire magneto field systems Central Battery (CB) signalling exchanges using either Loop Disconnect (LD) or Dual Tone Multiple Frequency (DTMF) signalling.

### PURPOSE OF THIS CONTRACT

This contract seeks to ensure continued access to Post Design Services (PDS) provided by the ANR Headset and Combat Field Telephone OEM and Design Authority, Racal Acoustic Ltd. These services are to enable the Authority to maintain the safety, operability, and availability of the ANR Headset and Combat Field Telephone capabilities for users until their Out of Service Date (OoSD).

The scope of this PDS support is intended to encompass the ANR Headset and Combat Field Telephone products, along with all associated ancillaries. For information purposes, a list of the items to be supported by this contract can be found at Appendix 1 ANR Headset and Combat Field Telephone Equipment List to this Annex A; however, it is to be noted that this list is not necessarily exhaustive and that the scope of this contract may include ANR Headset and Combat Field Telephone items which do not appear in the list.

### WORK PACKAGES

**Notes:**

1. Documents to be delivered as part of any task shall be **Soft, Electronic, Printable, Auditable** using any (where specified) or a combination (as appropriate) of **MS Word, PDF, MS PowerPoint or Excel** formats unless otherwise stated by the Authority.
2. The requirements as articulated in the table below represent the activities the Contractor is anticipated to undertake at the outset of the Contract; as such, they do **not** represent a full and final statement of the Authority’s requirements for any given task. The Authority shall state its requirements on a task-by-task basis via a TF1, which shall be reviewed by the Contractor and with any points of clarification and/or negotiation to be addressed prior to the Contractor’s submission of the corresponding TF2, within which all agreed positions are expected to be reflected.
3. Any references to ‘the Equipment’ or ‘Equipment’ in the table below are intended as generic references to the ANR Headset and Combat Field Telephone products which fall within the scope of this contract. Any TF1 submitted by the Authority will ensure any such references are made with an appropriate degree of specificity.

|  |  |  |  |
| --- | --- | --- | --- |
| **Serial No.** | **Requirement** | **Requirement Scope** | **Measurement/Evidence Criteria** |
| 1 | Tasking Process | The Contractor shall support an ad-hoc PDS task management process (‘Tasking Process’).The scope of the task’s requirements, along with the associated deliverables, timeframes, and any other elements as appropriate, will be articulated by the Authority within each task’s respective TF1 on a task-by-task basis. In response to a TF1 submitted by the Authority, the Contractor shall detail its proposal within its TF2. The Contractor shall ensure that any review of an Authority TF1 and the production of the corresponding TF2 are undertaken exclusively by Suitably Qualified and Experienced Personnel (SQEP).Tasks can only be raised and progressed in accordance with the Tasking Process mechanisms as detailed at Clause 47.1 of the Contract. | Tasking Process followed as detailed at Clause 47.1 of the Contract.Each task fulfilled in accordance with the task’s deliverables and provided in accordance with the agreed schedule and completion date. |
| 2 | Project Review Meetings | The Contractor shall, when tasked by the Authority, arrange, host, and attend a Project Review Meeting (PRM). Any such PRM is anticipated to cover, as a minimum, each of the following areas: * Failure Trend Analysis
* Obsolescence
* Technical Publications / Drawings
* Safety Case / Environmental Plan
* Financial Status

The Contractor shall also be expected to provide/undertake the following:Host the PRM at the Contractor’s premises (location to be agreed by both parties on a task-by-task basis). Alternatively, where circumstances necessitate or where it is preferable to the Authority, the Contractor shall arrange for the PRM to be carried out electronically (e.g. telecon).Produce a formal invite to be submitted to the Authority PM via email within three (3) working days of receipt of the authorised TF3 as submitted by the Authority or within a timeframe as otherwise agreed by both partiesProduce a meeting agenda (the required format to be specified as per Note 1 above) to be submitted to the Authority PM via email at least five (5) working days prior to the agreed meeting date or as otherwise agreed by both parties.Ensure the attendance of Contractor SQEP at the PRM.Take minutes during the PRM, before collating into a draft final minute (either as a MS Word document or PDF) to be submitted via email to the Authority PM following within three (3) working days or as otherwise agreed by both parties. The Authority shall review the draft final minute and confirm to the Contractor whether any amendments are required. Should any amendments to the draft final minute be identified by the Authority, the Contractor shall incorporate the amendments into a final version of the minute, which is to be submitted to the Authority within three (3) working days of receiving the Authority’s feedback or within a timescale as otherwise agreed by both parties.Any other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | PRM invite submitted in the required format and within the agreed timescales.PRM agenda submitted in the required format, covering all the agreed items for discussion, and submitted within the agreed timescales.Attendance of Contractor SQEP at PRM.Draft version of PRM minute submitted to the Authority in the required formant and within the agreed timescales.Finalised PRM minute submitted to the Authority in the required format and within the agreed timescales.The full and timely completion of any other requirements as specified within the TF1 and theTF2. |
| 3 | Ad-Hoc Advice /Technical Support | The Contractor shall, when tasked by the Authority, provide Technical Support and/or ad-hoc advice via phone calls and/or email correspondence as appropriate in support of Post Design Services.Examples of the Ad-Hoc Advice/Technical Support the Contractor may be required to provide including, but not limited to the following: * Operating/Installation Instructions outside of AESP guidance
* Technical Design Specifications
* Changes to Legislation which affect the equipment

The Contractor shall ensure that any Ad-Hoc advice and/or Technical Support is produced and provided by SQEP.Any other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | Technical Support and/or ad-hoc advice provided within the agreed timescales.The full and timely completion of any other requirements as specified within the TF1 and TF2. |
| 4 | Maintenance of Safety Case, Hazard Log and Safety and Environmental Management Plan | The Contractor shall, when tasked by the Authority, undertake reviews and/or updates to any of the following documents relating to the Equipment:* Safety Case
* Environmental Case
* Hazard Log
* Safety and Environmental Management Plan

Where the Authority is the ‘Owner’ of part or all of any such documentation, The Authority will make provisions, as far as is appropriate and reasonable, to ensure the Contractor has access to this documentation to enable the review and/or update work to be undertaken.Where any such documentation is to be updated, the Contractor shall manage the document with version control, clearly marking the details of all amendments made (where applicable), before submitting the document(s) back to the specified Authority Representative (to be specified in the Authority’s TF1)The Authority shall subsequently review the document(s) either to confirm that it is content with the revised document or to highlight any outstanding issues in need of rectification before acceptance. The timescales for the Contractor to submit reviewed and/or updated documents and for the Authority to issue its feedback shall be jointly agreed on a task-by-task basis. As part of the task, the Contractor may be required to support a meeting to discuss Safety and Environmental issues relating to the Equipment and identify any actions that need to be undertaken in respect of maintaining the specified documentation.Should a meeting be required as part of the task, the Contractor shall be required to provide the following:Host the meeting at the Contractor’s premises (location to be agreed by both parties on a task-by-task basis). Alternatively, where circumstances necessitate or where it is preferable to the Authority, the Contractor shall arrange for the PRM to be carried out electronically (e.g. telecon).Produce a formal invite to be submitted to the Authority PM via email within three (3) working days of receipt of the authorise TF3 as submitted by the Authority or within a timeframe as otherwise agreed by both parties.Produce a meeting agenda (the required format to be specified as per note 1 above) to be submitted to the Authority PM via email at least five (5) working days prior to the agreed meeting date or as otherwise agreed by both parties.Ensure attendance of Contractor SQEP at the meeting.Take minutes during the meeting, before collating into a draft final minute (either as a MS Word document or PDF) to be submitted via email to the Authority PM following within three (3) working days or as otherwise agreed by both parties. The Authority shall review the draft final minute and confirm to the Contractor whether any amendments are required. Should any amendments to the draft final minute be identified by the Authority, the Contractor shall incorporate the amendments into a final version of the minute, which is to be submitted to the Authority within three (3) working days of receiving the Authority’s feedback or within a timescale as otherwise agreed by both partiesAny other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | Review and update(s) to specified documents completed within agreed timescales.Meeting invite submitted in the required format and within the agreed timescales.Meeting agenda submitted in the required format, covering all the agreed items for discussion, and submitted within the agreed timescales.Ensure attendance of Contractor SQEP at meeting.Draft version of meeting minute submitted to the Authority in the required formant and within the agreed timescales.Finalised meeting minute submitted to the Authority in the required format and within the agreed timescales.The full and timely completion of any other requirements as specified within the TF1 and TF2. |
| 5 | Obsolescence Study | The Contractor shall, when tasked by the Authority, carry out an Obsolescence Study.As part of the study, the Contractor shall be required to identify where obsolescence could impact the ongoing availability and integrity of the Equipment. The report shall also include, where applicable, the details of any recommended alternatives to those components identified as being impacted by obsolescence, including price information. The report shall also cover any other aspects as stated within the finalised TF2.The Contractor shall be required to collate the findings of the Obsolescence Study into a report, which shall be submitted to the Authority PM (the required format to be specified as per note 1 above) within five (5) working days of identification of the obsolescence issue or as otherwise agreed by both parties.Any other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | Obsolescence Study delivered in the required format within the agreed timescales.The full and timely completion of any other requirements as specified within the TF1 and TF2. |
| 6 | AESP Documentation Review and Update | The Contractor shall, when tasked by the Authority, undertake a review of specified AESP documentation relating to the equipment, with a view to identifying and implementing any required changes as agreed by both parties.Where any such documentation is to be updated, the Contractor shall manage the document with version control, clearly marking the details of all amendments made (where applicable), before submitting the document(s) back to the specified Authority Representative (to be specified in the Authority’s TF1).The Authority shall subsequently review the document(s) either to confirm that it is content with the revised document or to highlight any outstanding issues in need of rectification before acceptance. The timescales for the Contractor to submit reviewed and/or updated documents and for the Authority to issue its feedback shall be jointly agreed on a task-by-task basis.As part of its review, the Contractor shall manage the document with version control, clearly marking the details of all amendments to be made and send back to the Authority for review and acceptance of changes (where applicable) Any other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | Review and update to specified AESP(s) completed within agreed timescales.The full and timely completion of any other requirements as specified within the TF1 and TF2. |
| 7 | Configuration Control | The Contractor shall, when tasked by the Authority, undertake Configuration Control activities in respect of the Equipment.The scope of any such task is anticipated to cover the following as a minimum:* Identification and evaluation of any potential changes that could be introduced to the current system baseline of the Equipment.
* Production of a plan to govern the implementation of jointly-agreed changes to the Equipment
* Identification of all appropriate documentation requiring updates as a result of changes to the Equipment, before jointly agreeing a plan to uplift the documentation to incorporate the appropriate changes.

Any other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | Identification, evaluation, planning, and implementation of potential changes (inclusive of updates to appropriate documentation) completed in the jointly-agreed schedule of activity (inclusive of timescales).The full and timely completion of any other requirements as specified within the TF1 and TF2. |
| 8 | Technical Investigations | The Contractor shall, when tasked by the authority, carry out Technical Investigations relating to the equipment. As part of the task, it is anticipated that the contractor shall be required to investigate scenarios related to trends, modifications and salvage projects as jointly agreed. Examples of technical investigations the contractor may be asked to carry out are:Examples of Technical Investigations the Contractor may be asked to carry out include:* Introducing new components to the equipment
* Salvation of ANR and Field Telephone components for repairs

It is anticipated that the Contractor shall be required to collate its findings in a report, which shall be submitted to the Authority PM (the required format to be specified as per note 1 above) within five (5) working days of identification the obsolescence issue or as otherwise agreed by both parties. Should the Authority require to see a draft version of the report prior to formal issue, it shall specify such requirements within its TF1 (inclusive of the associated timeframes for the Authority reviewing the draft and the Contractor executing any required amendments/rectifications as agreed ahead of providing the finalised report). Any other requirements shall be specified in the Authority’s TF1 to be submitted to the Contractor with all final, agreed positions reached reflected in the Contractor’s TF2. | Report(s) produced as a result of Technical Investigation delivered in the required format and within the agreed timescales.The full and timely completion of any other requirements as specified within the finalised TF2. |

### APPENDIX 1: ANR AND FIELD TELEPHONE EQUIPMENT LIST

***Note: This list has been included primarily for information purposes and therefore may not represent the full extent of ANR AND FIELD TELEPHONE equipment within the scope of this contract.***

|  |  |  |
| --- | --- | --- |
| Part Number  | NSN | Description |
| Mk2 Z99ANR | 5965-99-994-7128 | Headset, Microphone - Combat (Bowman) |
| Mk2 Z99ANR | 5965-99-551-5288 | Headset, Microphone - Crewgard (Bowman) |
| AUTE Mk2 Z99TEL | 6625-99-911-2269 | Test Equipment Kit, Communication System |
| Z1BOW | 5975-99-870-6426 | Interconnecting Box -Master Unit |
| Z1BOW | 5975-99-300-4867 | Interconnecting Box - Slave Unit |
| Z99ANR | 5965-99-225-5010 | Headset, Electrical - Crewbrief |
| Z99TEL | 5820-99-884-0185 | Commanders Personal Unit (CPU) (Bowman) Z99TEL |
| Z99TEL | 5820-99-316-8074 | Commanders Personal Unit (CPU) (VIPRR |
| Z99ANR | 5965-99-763-7913 and 6150-99-763-7915 | Cable Assembly-Switch, Electrical |