

TASK AUTHORISATION FORM

TASK AUTHORISATION FORM - Part 1	TAF NO:
	Contractors Reference:
CONTRACT No: ARTYSYS/00305	
Item 1 to Appendix A to Schedule of Requirements	
PART 1 – TASK SPECIFICATION:	
TASK TITLE –	
Deliverables:	
Acceptance	
REQUIRED DATE for Satisfactory Completion of All Deliverables:	
MOD Project Manager (PM)/RN Representative/User:	
Name:..... Position..... Signed:.....Date:	

TASK AUTHORISATION FORM - Part 2	TAF NO:
	Contractors Reference:
CONTRACT No: ARTYSYS/00305	
Item 1 to Appendix A to Schedule of Requirements	
PART 2 – CONTRACTOR’S OFFER	
TASK TITLE :	
FIRM PRICE QUOTATION	

Financial Breakdown of Costs

Payment

Milestone criteria

Milestone	Acceptance Criteria

- 1. Sub-Contract quotes are attached (*delete as appropriate)
- 2. Include brief details of any significant items required to be purchased to complete the task.

THIS QUOTATION IS VALID UNTIL (DATE):

LATEST DATE for Satisfactory Completion of All Deliverables:

THIS QUOTATION IS VALID UNTIL (DATE):

CONTRACTORS AUTHORISING OFFICER

Name:

Position:

Signed:

Date:

PARTS 3 & 4 FOR AUTHORITY USE ONLY

TASK AUTHORISATION FORM - Part 3	TAF NO:
	Contractors Reference:
CONTRACT No: ARTYSYS/00305	

Item 1 to Appendix A to Schedule of Requirements

INTERNAL APPROVAL

A. ARTYSYS PROJECT MANAGER / REPRESENTATIVE

I confirm that the direct labour hours and the material elements of the Firm Price quotation are commensurate with the work involved.

Name:.....Position.....Signed:.....Date:.....20

B. SIGNED FOR ARTYSYS F&S

I confirm that Sufficient Funds exist under the UIN/RAC/LPC and a Requirement Scrutiny has been undertaken.

Name:.....Position.....Signed:.....Date:.....20

C. ARTYSYS IPT PROJECT APPROVAL

Name:.....Position.....Signed:.....Date:.....20

D. ARTYSYS COMMERCIAL APPROVAL FOR ALL TASKS

Required for all Tasks before commencement of work

Name:.....Position.....Signed:.....Date:.....20

AGREED FIRM PRICE £..... (Ex VAT)

AGREED DATE for Satisfactory Completion of All Deliverables: 20

TASK AUTHORISATION FORM - Part 5	TAF NO:
	Contractors Reference:
CONTRACT No: ARTYSYS/00305	
Item 1 to Appendix A to Schedule of Requirements	
PART 5 – APPROVAL	
TASK TITLE - Transition of DTT Software onto Magpie Infrastructure	
<p>Authorisation is given to proceed with the work detailed in Parts 1 and 2 of this form, and for the addition of the Task to the Task List and work programme of the Contract at an agreed Firm Price of:</p>	
<u>ARTYSYS IPT PROJECT APPROVAL</u>	
Name:.....Position.....Signed:.....Date:.....20	
<u>ARTYSYS COMMERCIAL APPROVAL</u>	
Name:.....Position.....Signed:.....Date:.....20	

OFFICIAL

Completion Certificate

TASK AUTHORISATION FORM – TAF Part 6	TAF NO:
	Contractors Reference:
CONTRACT No: ArtySys/00305	
Item 1 to Appendix A to Schedule of Requirements	
CERTIFICATION OF COMPLETION OF TASK	
TASK TITLE: Transition of DTT Software onto Magpie Infrastructure	
CONTRACTOR`S DECLARATION	
DATE TASK COMPLETED on:	
Name:.....Position.....Signed:.....Date:.....20	
<u>MOD PROJECT MANAGER / RN REPRESENTATIVE`S ACCEPTANCE OF COMPLETION</u>	
I confirm that the task has been satisfactorily completed.	
Name:.....Position.....Signed:.....Date:.....20	

OFFICIAL

TASK AUTHORISATION FORM – TAF	TAF NO:
	Contractors Reference:
CONTRACT No: ArtySys/00305	
Item 1 to Appendix A to Schedule of Requirements	
ATTACHMENTS	
TASK TITLE:	