

RCloud Tasking Form – Part A: Task Overview

1. Project Title and Return Deadline

Top Level Budget (TLB)	Defence, Science and Technology Laboratory (Dstl)
Title of Requirement	Call for PhD Proposals (Lot 1) and Research Proposals (Lot 2) - Emerging technologies for dermal protection against chemical warfare agents
Requisition No.	RQ0000011195 – Original R Cloud Competition RQ0000029056 – University College London EMR Contract PA0000001369 – Contract Purchase Agreement DSTL0000017122 – Purchase Order for this piece of work
Tasking Form Version	2.0
Deadline for Clarification Questions	02/12/2022
Return Deadline	16/01/2023

2. Primary Contact

Name	REDACTED Under FOI Exemption
E-mail Address	REDACTED Under FOI Exemption
Telephone Number	REDACTED Under FOI Exemption

3. Summary of Task Information

Key Dates / Contract Duration	Anticipated Start Date	To be discussed and agreed
	Anticipated End Date	To be discussed and agreed
	Tasking Form (including supporting documentation)	Official
	Work to be undertaken:	Official

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Cyber Risk Level	Not applicable
Cyber Risk Assessment (RA) Reference ²	REDACTED Under FOI Exemption REDACTED Under FOI Exemption
Research Worker Forms	Required
Research Worker Form Process	REDACTED Under FOI Exemption REDACTED Under FOI Exemption REDACTED Under FOI Exemption REDACTED Under FOI Exemption REDACTED Under FOI Exemption REDACTED Under FOI Exemption REDACTED Under FOI Exemption
Additional Terms and Conditions (if applicable)	
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<u>Option Condition</u> a. In addition to the Research and Development Services detailed in Section 1.2 of Task Form Part B, the Contractor hereby grants to the Authority the irrevocable option to undertake additional Research and Development Services in accordance with the terms and conditions set out in R-Cloud V4 and this task form, it being agreed that the Authority has no obligation to exercise such options.	

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- b. The Authority shall have the right to exercise the options detailed by no later than 3 years post contract award date. Should the Authority wish to exercise the option, the Authority's Representative (Commercial Services) shall approach the Contractor requesting a quotation for the additional Research and Development Services.
- c. Should the Authority exercise the option, the Authority's Representative (Commercial Services) and the Contractor shall jointly agree pricing and dates for the completion of Contract Deliverables. Following agreement, the Authority's Representative (Commercial Services) will issue a formal Task Amendment.

The Authority shall not be obliged to exercise the option(s).

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1. REDACTED Under FOI Exemption

a. REDACTED Under FOI Exemption

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2. REDACTED Under FOI Exemption

3. The Authority shall consider the notification and information provided by the Contractor and advise the Contractor in writing of any concerns the Authority may have and/or any action which the Authority will require the Contractor to take. The Contractor shall be required to submit a response to the concerns raised by the Authority, including any plans to mitigate those concerns, within 14 business days of receipt of the Authority's written concerns, for the Authority's consideration.

4. The Contractor shall include provisions equivalent to those set out in this clause in all relevant Sub-contracts.

Plastic Packaging Tax

- a. The Contractor shall ensure that any PPT due in relation to this Contract is paid in accordance with the PPT Legislation.
- b. The Contract Price includes any PPT that may be payable by the Contractor in relation to the Contract.
- c. On reasonable notice being provided by the Authority, the Contractor shall provide and make available to the Authority details of any PPT they have paid that relates to the Contract.
- d. The Contractor shall notify the Authority, in writing, in the event that there is any adjustment required to the Contract Price in accordance with section 70 of the Finance Act 2021 and, on

reasonable notice being provided by the Authority, the Contractor shall provide any such information that the Authority requires in relation to any such adjustment.

e. In accordance with DEFCON 609 (SC1) the Contractor (and their sub-contractors) shall maintain all records relating to PPT and make them available to the Authority when requested on reasonable notice for reasons related to the Contract.

f. Where the Contractor manufactures, purchases or imports into the UK any Plastic Packaging Component in relation to the Contract the Contractor shall, on reasonable notice being given, provide the Authority with such information and documentation that it requires to enable the Authority to carry out due diligence checks and satisfy itself that the Contractor has complied with the requirements of the PPT Legislation. This shall include, but is not limited to the Contractor providing: (1) confirmation of the tax status of any Plastic Packaging Component; (2) documents to confirm that PPT has been properly accounted for; (3) product specifications for the packaging components, including, but not limited to, the weight and composition of the products and any other product specifications that may be required; and (4) copies of any certifications or audits that have been obtained or conducted in relation to the provision of Plastic Packaging Components.

g. The Authority shall have the right, on providing reasonable notice, to physically inspect or conduct an audit on the Contractor, to ensure any information that has been provided in accordance with clause f. above is accurate.

h. In the event the Contractor is not required to register for PPT they (and to the extent applicable, their sub-contractors) shall provide the Authority with a statement to this effect and, to the extent reasonably required by the Authority on reasonable notice, supporting evidence for that statement.

i. The Contractor shall provide, on the Authority providing reasonable notice, any information that the Authority may require from the Contractor for the Authority to comply with any obligations it may have under the PPT Legislation.

4. Supporting Documentation

Supporting documents	All supporting documentation will be published in the RCloud Portal, unless otherwise stated below.
Statement of Requirement	[See the RCloud Portal]
Security Aspects Letter	[Not Applicable]
Research Worker Form	[See the RCloud Portal]
DEFFORM 711	[See the RCloud Portal]
Statement Relating to Good Standing	[Not Applicable]

ANNEX 1: SPECIAL NOTES AND INSTRUCTIONS TO TENDERERS

The contents of the RCloud Tasking Form and subsequent instructions must not be disclosed to unauthorised persons and must be used only for the purposes of responding.

In addition to the R-Cloud Agreement Terms and Conditions and R-Cloud Tasking Form, the following shall also apply:

RCloud (version 4) Tasking Form – Part A (Task Overview)

Version 1.1 (20210304)

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1. Submission of the proposal

- 1.1 Your proposal should be returned via R-Cloud Portal, ensuring individual documents are uploaded to the coherent area of R-Cloud, unless otherwise agreed with the Authority in writing.
- 1.3 Documents should arrive no later than the date stated at Part A (Section 1). Any responses after this time may not be considered for assessment.
- 1.4 As part of the Tenderers response:
- Tenderers are required to provide a full breakdown of the prices proposed for the requirement as per the SOR, utilising the rates which are to be used under RCloud .(version 4)
 - The Tenderer must clearly state in the response any Third Party or Company owned background Intellectual Property (IP) that is proposed to be used in undertaking this task.
 - The Authority reserves the right to reject any proposal which includes Background IP, or 3rd party IP in the deliverables where that IP may need to be withheld and therefore limiting the Authorities ability to exploit the deliverables.
 - The Tenderers response must detail the proposed split between Contractor, partners and sub-Contractors (if applicable) in terms of both effort and finance (percentage and value).
 - Technical and commercial proposals must be separated into 2 individual documents, ensuring there are no commercial elements contained within technical responses.

2. Communication and Clarification

- 2.1 All communications including approaches for technical and commercial information and clarification must be made via the Task Primary Contact (as identified at Part A (Section 2)).
- 2.2 Responses to clarification questions will be answered in writing as soon as practicable after receipt.
- 2.3 The Authority may wish to seek, where appropriate, further clarification of the proposal, including technical expertise in the form of a written response, presentation and/or Contractor visit.

3. Evaluation Process

- 3.1 The proposal will be assessed for commercial compliance using the criteria set out in Part B of the Tasking Form.
- 3.2 The proposal will be individually reviewed by a Technical Evaluation Panel using the technical evaluation criteria and marking scheme set out in Annex C to the Tasking Form.

4. Task Timetable

- 4.1 All dates associated with this Task may be subject to change, any changes will be communicated using the notification process in the RCloud Portal.

5. Disclaimer

- 5.1 The placing of any contract will depend upon consideration of the proposal received and the Authority reserves the right, if necessary, not to place any contract as a result of this Task. Any expenses incurred by the bidder during the Tasking Procedure will remain the liability of the bidder.
- 5.2 Whilst every care has been taken to ensure that the data and information contained within this Tasking Form is valid, the Authority does not warrant the accuracy of the information and data contained therein. At any time prior to the deadline for receipt, the Authority may amend the Task documents. Any such amendment will be notified via the RCloud Portal. In order to provide reasonable time in which to take the amendment into account in preparing your proposal. The Authority may, at its discretion, extend the deadline for receipt.

6. REDACTED Under FOI Exemption

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ANNEX 2: MARKING REQUIREMENTS FOR DELIVERABLES COMPRISING TECHNICAL INFORMATION

The table below sets out the required markings for the front page of all deliverable reports, presentations and other deliverable documents. This is in addition to ending the document with the [report documentation page](#), and other requirements set out in the [defence research report specification](#). For software and data files, the text should be included in a licence.txt file in a top level folder alongside those files.

Please also refer to Schedule 3, Annex A (IPR Terms) of the RCloud Agreement Terms and Conditions.

Markings required for Full Rights version	Markings required for Limited Rights version
Conditions Of Supply – Full Rights This document is supplied in confidence to the Authority in accordance with Contract Ref [ABC/1234, task XYZ/9876]. <i>(See Note 1)</i> The document comprises information proprietary to [Supplier name(s)] and whose unauthorised disclosure may cause damage to the interests of [Supplier name(s)]. <i>(see note 2)</i> The document is supplied to MOD as a FULL RIGHTS VERSION and, except with the prior written permission of [Supplier name(s)], MOD's rights of use and dissemination in the document are limited to those set out in that Condition and the Contract for the use of Full Rights Versions of Technical Deliverables. Requests for permission for wider use or dissemination should be made to the relevant [Supplier name(s)] Account Manager. <i>(see note 3)</i> The Authority, for the purposes of clause 12 of Schedule 3, Annex A of the RCloud Agreement Terms and Conditions is ["the MOD.", or "any UK Government Department."] <i>(see note 4)</i> <i>(include the following text <u>only if it is applicable</u> – see note 5)</i> Right to Publish: The Authority has the right to share or publish any material from this document in accordance with Schedule 3, Annex A, clauses 12(g) and 18.1 of the RCloud Agreement Terms and Conditions.	Conditions Of Supply – Limited Rights This document is supplied in confidence to MOD in accordance with Contract Ref [ABC/1234, task XYZ/9876]. <i>(See note 1)</i> The document comprises information proprietary to [Supplier name(s)] and whose unauthorised disclosure may cause damage to the interests of [Supplier name(s)]. <i>(see note 2)</i> The document is supplied to MOD as a LIMITED RIGHTS VERSION and, except with the prior written permission of [Supplier name(s)], MOD's rights of dissemination of the document are limited to UK government departments and to service providers under the terms of Schedule 3, Annex A, Clause 14 of the RCloud Agreement Terms and Conditions. Requests for permission for wider use or dissemination should be made to the relevant [Supplier name(s)] Account Manager. <i>(see note 3)</i>

Notes:

1. This must always be the Authority's contract reference.
2. Include name of the rights owner(s), for example: supplier name, sub-contractor name(s) or a combination, as appropriate.
3. If conditions other than the RCloud Agreement Terms and Conditions apply to third party information included in reports subject to the RCloud Agreement Terms and Conditions, then this should be clearly indicated.
4. The MOD always has full rights in Full Rights versions, however in some cases the Tasking Form may indicate that for one or more deliverables, specified other government department(s) (or indeed all of them) also have rights. In this situation, as set out in Schedule 3, Annex A clause 1.2 of

the RCloud Agreement Terms and Conditions, the recipient of Full Rights includes those other UK government department(s), and they have rights under Schedule 3, Annex A, clause 12 (as well as several other clauses). The statement identifying the Authority must always include or encompass the MOD.

5. In some cases the Tasking Form may indicate that for one or more deliverables, the Authority requires the right to publish the Full Rights version. In this situation, as set out in Schedule 3, Annex A clauses 12(g) and 18.1 of the RCloud Agreement Terms and Conditions, the Authority has the right to freely share, publish, licence and open source the document or any information within it, subject to acknowledging the supplier's copyright. In most cases, this situation will not apply, and this paragraph should be omitted.