

RCloud Tasking Form – Part B: Statement of Requirement (SoR)

Title of Requirement	Follow-on research - [REDACTED] [REDACTED]
Requisition No.	RQ0000020864
SoR Version	1.0

1.	Statement of Requirements
1.1	Summary and Background Information
	<div>[REDACTED]</div> <p>The [REDACTED] model developed by King's College London (KCL) has a number of features that</p> <div>[REDACTED]</div>

	<div></div> <div></div> <div></div>
1.2	Requirement

The requirement is for the contractor to use [REDACTED]
[REDACTED] The specific requirements for each research area are outlined below.

Task 1:

[REDACTED]

The study will comprise the following three areas.

[REDACTED]

Task 2:

[REDACTED]

	<div style="background-color: black; width: 100%; height: 350px;"></div> <p><u>Deliverables:</u></p> <p>The supplier will be required to provide raw data, quarterly reports and final report for each BW and CW. Details are captured in the Deliverable Table (Section 1.6)</p>
1.3	Options or follow on work <i>(if none, write 'Not applicable')</i>
	<p>Depending on the data generated from this period of performance and availability of funds, Dstl may request the following costed options to be conducted.</p> <p>The supplier is to provide costed options for the following work based on similar deliverables structure of quarterly progress and technical reviews, plus final reports:</p> <p>Option 1 – [REDACTED]</p> <div style="background-color: black; width: 100%; height: 80px;"></div> <p>Option 2 – [REDACTED]</p> <div style="background-color: black; width: 100%; height: 30px;"></div>

	<div></div> <div>Option 3 – <div></div></div> <div></div>
1.4	Contract Management Activities
	Payments will be made following delivery and acceptance of deliverables in 1.6, as per the acceptance criteria in section 1.7.
1.5	Health & Safety, Environmental, Social, Ethical, Regulatory or Legislative aspects of the requirement
	KCL Laboratories are to have extant Risk Assessments, SOPs or processes in place in order to conduct the work These will be made available to Dstl if requested.

1.6 Deliverables & Intellectual Property Rights (IPR)						
Ref.	Title	Due by	Format	Expected classification (subject to change)	What information is required in the deliverable	IPR Condition
BW 1	BW [REDACTED] Quarterly Progress and Technical Review	T0+3 Months	PDF / Word (.docx) and Presentation (.pptx)	OFFICIAL	Quarterly written report and PowerPoint Presentation pack to include but not limited to: <ul style="list-style-type: none"> • Update on technical progress including raw data • Progress report against project schedule 	Default RCloud Agreement Terms and Conditions shall apply
CW 1	BW [REDACTED] Quarterly Progress and Technical Review	T0+3 Months	PDF / Word (.docx) and Presentation (.pptx)	OFFICIAL	Quarterly written report and PowerPoint Presentation pack to include but not limited to: <ul style="list-style-type: none"> • Update on technical progress including raw data • Progress report against project schedule 	Default RCloud Agreement Terms and Conditions shall apply
BW 2	BW [REDACTED] Quarterly Progress and Technical Review	T0+6 Months	PDF / Word (.docx) and Presentation (.pptx)	OFFICIAL	Quarterly written report and PowerPoint Presentation pack to include but not limited to: <ul style="list-style-type: none"> • Update on technical progress including raw data • Progress report against project schedule 	Default RCloud Agreement Terms and Conditions shall apply

CW 2	BW █████ Quarterly Progress and Technical Review	T0+6 Months	<i>PDF / Word (.docx) and Presentation (.pptx)</i>	<i>OFFICIAL</i>	Quarterly written report and PowerPoint Presentation pack to include but not limited to: <ul style="list-style-type: none"> • Update on technical progress including raw data • Progress report against project schedule 	<i>Default RCloud Agreement Terms and Conditions shall apply</i>
BW 3	BW █████ Quarterly Progress and Technical Review	T0+ 9 Months	<i>PDF / Word (.docx) and Presentation (.pptx)</i>	<i>OFFICIAL</i>	Quarterly written report and PowerPoint Presentation pack to include but not limited to: <ul style="list-style-type: none"> • Update on technical progress including raw data • Progress report against project schedule 	<i>Default RCloud Agreement Terms and Conditions shall apply</i>
CW 3	BW █████ Quarterly Progress and Technical Review	T0+ 9 Months	<i>PDF / Word (.docx) and Presentation (.pptx)</i>	<i>OFFICIAL</i>	Quarterly written report and PowerPoint Presentation pack to include but not limited to: <ul style="list-style-type: none"> • Update on technical progress including raw data • Progress report against project schedule 	<i>Default RCloud Agreement Terms and Conditions shall apply</i>
BW 4	Final Report	T+12 months	Written Report (pdf/word)	OFFICIAL	Summary of findings from the 12 month study, including raw data, conclusions and recommendations for further work if appropriate.	<i>Default RCloud Agreement Terms and Conditions shall apply</i>

CW 4	Final Report	T+12 months	Written Report (pdf/word)	OFFICIAL	Summary of findings from the 12 month study, including raw data, conclusions and recommendations for further work if appropriate.	<i>Default RCloud Agreement Terms and Conditions shall apply</i>
------	--------------	-------------	------------------------------	----------	--	--

1.7	Deliverable Acceptance Criteria
	<p>All Reports included as Deliverables under the Contract e.g. Progress and/or Final Reports etc. must comply with the <i>Defence Research Reports Specification (DRRS)</i> which defines the requirements for the presentation, format and production of scientific and technical reports prepared for MoD.</p> <p>Progress and final reports to be delivered in the formats described in section 1.6 Deliverables above, via Email.</p> <p>Interim or Progress Reports: The report should detail, document, and summarise the results of work done during the period covered and shall be in sufficient detail to comprehensively explain the results achieved; a description of current substantive performance and any problems encountered and/or which may exist along with proposed corrective action. An explanation of any difference between planned progress and actual progress, why the differences have occurred, and if behind planned progress what corrective steps are planned.</p> <p>Final Reports: shall describe the entire work performed under the Contract in sufficient detail to explain comprehensively the work undertaken and results achieved including all relevant technical details of any hardware, software, process or system developed there under. The technical detail shall be sufficient to permit independent reproduction of any such process or system.</p> <p>All Reports shall be free from spelling and grammatical errors and shall be set out in accordance with the Statement Of Requirement (1) above</p> <p>Failure to comply with the above may result in the Authority rejecting the deliverables and requesting re-work before final acceptance</p> <p>The Project Manager will be responsible for final acceptance of any deliverable following technical review.</p>

2	Evaluation Criteria
2.1	Method Explanation
	<p>As this will be a direct award, the procurement approach will be NAPNOC (No Acceptable Price NO Contract). Therefore the proposal will be evaluated in accordance with the scoring of 1- 5 as described below:</p> <p>This will be scored from 1-5:</p>

	<p>1 = The Supplier's proposal is inadequate, little or no confidence;</p> <p>2 = The Supplier's proposal is inadequate but with re-work it could become acceptable;</p> <p>3 = The Supplier's proposal is acceptable but minor re-work is recommended;</p> <p>4 = The Supplier's proposal is acceptable demonstrating good understanding and providing confidence;</p> <p>5 = The Supplier's proposal exceeds acceptable demonstrating excellent understanding of the requirement – full confidence.</p> <p>Evaluation criteria shall apply to both the initial work and to the options as detailed in section 1.3 (Options or follow on work):</p> <p>Option 1 [REDACTED]</p> <p>Option 2 [REDACTED]</p> <p>Option 3 [REDACTED]</p>
2.2	Technical Evaluation Criteria
	<p>Technical evaluation criteria will involve scoring the understanding of the requirements, including :</p> <p>Understanding of requirement: <i>Supplier(s) have demonstrated a clear understanding of the requirement, as evidenced by their response to the SoR and their plan for addressing it</i></p> <p>Methodological approach: <i>The supplier(s) have offered a methodology and associated activities that are credible, achievable, and which will allow them to meet the aims of the SoR</i></p> <p>Track record: <i>The supplier(s) have a strong track record of relevance to the requirement, which will include the design and delivery of relevant qualitative research</i></p> <p>Project Management: <i>The supplier(s) have provided timescales that are sensible and achievable and which will allow them to meet the timescales stated in the SoR.</i></p>
2.3	Commercial Evaluation Criteria

- | | |
|--|--|
| | <ol style="list-style-type: none">1. Tasking Form C has been uploaded – Pass/Fail2. Tasking Form C has been fully completed – Pass / Fail3. Research Workers form for each worker has been completed and uploaded, or sent to Commercial Officer, where required4. Cyber Essentials Scheme Basic certificate can be provided – Yes / No (Required prior to Contract Award)5. Deliverables listed above are priced and do not exceed R Cloud pricing matrix for the Supplier. |
|--|--|