

Statement of Requirement (SoR)

Purpose

This document is for new Extra-Mural (EMR) Contracts. Use the [Request for Contract Action \(RCA\) Guidance for EMR](#) page on WikiD when filling out this SoR and a supporting RCA. Please seek assistance if desired from [Commercial](#) or your Divisional Procurement Representative.


This document is supplier facing and the RCA is an internal document. Please delete non-essential grey text before issuing externally/ to suppliers.

Reference Number	RQ0000017287
Version Number	0.2
Date	19/07/2022

1.	Requirement
1.1	Title
	Technology Roadmapping on <i>Materials for Space</i>
1.2	Summary

	Dstl is requesting for Innovate UK Knowledge Transfer Network (KTN) to perform a roadmapping exercise on <i>Materials for Space</i> . The purpose is to highlight the UK's civil space strategy, present specific case studies of interest to Dstl and provide recommendations. This activity builds upon a previous collaboration with Innovate UK KTN, which initially surveyed the general landscape and is to be completed by 31 st March 2023 in order to inform future S&T funding.
1.3	Background
1.4	Requirement

¹ Innovate UK KTN are part of the UK Government Department for Business, Energy and Industrial Strategy (BEIS)

	
1.5	Options or follow on work <i>(if none, write 'Not applicable')</i>
	Not applicable

1.6 Deliverables & Intellectual Property Rights (IPR)							
Ref.	Title	Due by	Format	TRL*	Expected classification (subject to change)	What information is required in the deliverable	IPR DEFCON/ Condition <i>(Commercial to enter later)</i>
D-1	Kick off meeting	T0	Presentation (.pptx)	1	O	Presentation pack to include but not limited to: - Project schedule & plan - Review of deliverable schedule	DEFCON 705 shall apply
D-2	Interim review	T0+1 months	Presentation (.pptx)	1	O	Presentation pack to include but not limited to: - Summary of key results - Project schedule & plan - Review of deliverable schedule	DEFCON 705 shall apply
D-3	Interim review	T0+2 months	Presentation (.pptx)	1	O	Presentation pack to include but not limited to: - Summary of key results - Project schedule & plan - Review of deliverable schedule	DEFCON 705 shall apply
D-4	Interim review	T0+3 months	Presentation (.pptx)	1	O	Presentation pack to include but not limited to: - Summary of key results - Project schedule & plan - Review of deliverable schedule	DEFCON 705 shall apply
D-5	Interim review	T0+4 months	Presentation (.pptx) and	1	O	Presentation pack to include but not limited to: - Summary of key results - Project schedule & plan - Review of deliverable schedule	DEFCON 705 shall apply

			final report (.docx or .pdf)				
D-6	Final Deliverable	T0+5 months	Presentation (.pptx) and final report / roadmap (.docx or .pdf)	1	O	Presentation pack to include but not limited to: - Summary of key findings addressing each of the requirements	DEFCON 705 shall apply

***Technology Readiness Level required**

Notes- IPR should be inserted / checked by commercial staff before sharing with the supplier(s) to ensure accuracy.

1.7	Specific Deliverable Acceptance Criteria
	<p>28 Days for Dstl to review and accept.</p> <p>Standard T&Cs for framework in addition to compliance with https://www.gov.uk/guidance/submit-a-report-to-athena.</p> <p>All Reports shall be free from spelling and grammatical errors. All Reports included as Deliverables under the Contract e.g. Progress and/or Final Reports etc. must comply with the Defence Research Reports Specification (DRRS) which defines the requirements for the presentation, format and production of scientific and technical reports prepared for MoD.</p>

2.	Quality Control and Assurance
2.1	Quality Control and Quality Assurance processes and standards that must be met by the contractor
	<p><input type="checkbox"/> ISO9001 (Quality Management Systems)</p> <p><input type="checkbox"/> ISO14001 (Environment Management Systems)</p> <p><input type="checkbox"/> ISO12207 (Systems and software engineering — software life cycle)</p> <p><input type="checkbox"/> TickITPlus (Integrated approach to software and IT development)</p> <p><input type="checkbox"/> Other:</p>
2.2	Safety, Environmental, Social, Ethical, Regulatory or Legislative aspects of the requirement
	NA

3.	Security	
3.1	Highest security classification	
	Of the work	UK OFFICIAL
	Of the Deliverables/ Output	UK OFFICIAL
3.2	Security Aspects Letter (SAL)	
	Not applicable	
3.3	Cyber Risk Level	
	Not applicable	
3.4	Cyber Risk Assessment (RA) Reference	
	Not Applicable	

4.	Government Furnished Assets (GFA)				
GFA to be Issued - No					
<i>If 'yes' – add details below. If 'supplier to specify' or 'no,' delete all cells below.</i>					
GFA No.	Unique Identifier/ Serial No	Description: <i>Classification, type of GFA (GFE for equipment for example), previous MOD Contracts and link to deliverables</i>	Available Date	Issued by	Return Date or Disposal Date (T0+) <i>Please specify which</i>

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5.	Proposal Evaluation criteria
5.1	Technical Evaluation Criteria
	Please refer to Annex C in the SC1A Invitation to Tender
5.2	Commercial Evaluation Criteria
	Please refer to Annex C in the SC1A Invitation to Tender