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Task Authorisation Form (TAF)

TASK TI	TLE:					
TASK NU	JMBER:	ISSUE NUMBER: END DATE:				
START D	DATE:					
PART 1 ((to be completed by the JES Delivery	/ Team)				
a.	Statement of requirements	(to be completed by the Programme Manager)				
b. R	Request for quotation					
	requested to provide your Limit of Liz pove requirement by (Insert o	ability (LoL)/ Firm Price (Delete as appropriate) quotation date)				
required a		price breakdown, including no. of days or hours of worked at Annex D to the Contract) and anything else				
costs, pri	ce, implications or consequences oc ce on this task until authorisation has	ing in this letter constitutes acceptance of liability for the casioned by the equipment herewith. No work shall s been given at part 3, Sections a, b and c (delete as				
Signed: . post)		(Name and				
Date:						

£0.00

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a. Proposed Solution							
b. Firm/ Limit of Liability Price	e (Delete as a	ppropriat	te)				
A Price of xxxxx is submitted for perfo	ormance of this	s task. (*	Delete as app	oropriate)			
This price has been built up using rat	es as stated ir	Annex X	to the Contra	act. The pric	e is built	up as	
follows:							
	Number of Personnel /	Man	Firm Hourly		Firm	Profit	
FIRM PRICED TASK	Number of	Hours / Miles	Rate / Subsistence	Sub Total	Mark Up (%)	Rate	Total
	Nights / Days						
		-	-	-	-		
TOTAL FIRM PRICE	-					<u> </u>	
TOTAL FIRM PRICE	-						
	-						
Comments	-						
Comments c. Completion date	-						
Comments							

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Date: (for DT use only Finance Codes UIN: b. Finance Financial concur	y - This task relates to CP&F PO. (MOD use only) RAC: Branch Endorsement rrence is hereby given for this task) at a LoL price o			.(Name and
Date: (for DT use only Finance Codes UIN: b. Finance Financial concur Signed:	y - This task relates to CP&F PO. (MOD use only) RAC: Branch Endorsement rrence is hereby given for this task) at a LoL price o	of		(Name and
Date: (for DT use only Finance Codes UIN: b. Finance Financial concur	y - This task relates to CP&F PO. (MOD use only) RAC: Branch Endorsement rrence is hereby given for this task) at a LoL price o	of		
Date: (for DT use only Finance Codes UIN: b. Finance	y - This task relates to CP&F PO. (MOD use only) RAC: e Branch Endorsement)		ode:	
Date: (for DT use only Finance Codes UIN:	y - This task relates to CP&F PO. (MOD use only) RAC:	lame and post)	VAT Co	ode:	
Date: (for DT use only Finance Codes	y - This task relates to CP&F PO. s (MOD use only)	lame and post)	VAT Co	ode:	
Date: (for DT use only Finance Codes	y - This task relates to CP&F PO. s (MOD use only)	lame and post)			
Date: (for DT use only	y - This task relates to CP&F PO.	lame and post)			
_	(r	lame and post)			
Signed:	(١	lame and post)			
Programme Mar	nagement approval is hereby give	n for this task to	proceed at	a Firm/LoL	price of £
A completion da	ate ofis therefore appropriat	e for this task.			
•	and level of work reported in the C	ontractor's quot	e are comn	nensurate f	or this task.
	Office Approval	-	. ,		
PART 3	(to be comple	ted by JES Deliv	very Team)		
Date:	Tel:				
					(Contractor)
for:		ontract Manage	r (Name a	and position	1)
_	C				
_	C		l		
_	c				

The Contractor's quote is acceptable for this task.

Commercial approval is hereby given for this task to proceed at a LoL* price of £ (VAT Ex).

(* Delete as appropriate).

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Signed (Name and post)

Date: YEW 2a #1237 ABW

Please advise DES JES-4c/ JES Delivery Team when work has commenced.

Total

£0.00

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(to be completed by the Contractor)

PART 4

Notification of completion of task

All work on this task is complete and	all deliverable	s have be	en dispatche	d.			
I hereby notify DES JES-4c/ JES DT	that the above	e task was	s completed o	n			
With the following Firm Price breakdo	own;						
FIRM PRICED TASK	Number of Personnel / Number of Nights / Days	Man Hours / Miles	Firm Hourly Rate / Subsistence	Sub Total	Firm Mark Up (%)	Profit Rate	
							l
							ļ
							L
							ŀ
							L
							ŀ
TOTAL FIRM PRICE	-	-	-	-	-		
Please confirm completion of the task	k and sign Par	t b below.					
Signed:position)					(Name	and	
for:					(Cor	ntractor)	
Date: []			Fax			
b. Confirmation of completion	a of task (to	ho comp	loted by the I	Orogrammo	Managar	٠١	
I confirm that all work on the above to	•		•		_	•	
		-			Aumoni	y .	
The completion date for this task was							
Please submit your claim for paymen							
Signed:					(Name	& post)	
Date:	Yew 2	2A, #1237	ABW,				