

Serapis Tasking Form

Tasking Form Part 1: *(to be completed by the Authority's Project Manager)*

To:	Choose an item. Lot 2 BAE Systems Applied Intelligence Ltd	From:	Dstl
Any Task placed as a result of your quotation will be subject to the Terms and Conditions of Framework Agreement Number:			
LOT 2 DSTL/AGR/SERAPIS/SPA/01			
VERSION CONTROL			
V0.1			
REQUIREMENT			
Proposal Required by:	17/06/2022	Task ID Number:	S43
The Authority Project Manager:	[REDACTED – PERSONAL INFORMATION]	The Authority Technical Point of Contact:	[REDACTED – PERSONAL INFORMATION]
Task Title:	<u>SYCORAX - Space-ISR Hyperspectral Concept - Concept B Point Design – Stage 2</u>		
Required Start Date:	01/07/2022	Required End Date:	31/03/2024
Requisition No:	RQ0000009558	Budget Range	[REDACTED – DEFENCE]
TASK DESCRIPTION AND SPECIFICATION			
Serapis Framework Lot	<input type="checkbox"/> Lot 1: Collect <input checked="" type="checkbox"/> Lot 2: Space systems <input type="checkbox"/> Lot 3: Decide <input type="checkbox"/> Lot 4: Assured information infrastructure <input type="checkbox"/> Lot 5: Synthetic environment and simulation <input type="checkbox"/> Lot 6: Understand		
Procurement Strategy			
<input type="checkbox"/> Lot Lead to recommend <input checked="" type="checkbox"/> Single Source / Direct Award [REDACTED – DEFENCE]			
Pricing:			
<input checked="" type="checkbox"/> Firm Pricing <input type="checkbox"/> Ascertained Costs* <input type="checkbox"/> Other*			
Firm Pricing shall be in accordance with DEFCON 127 and DEFCON 643			

Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802.

*only at Authority's discretion

Task IP Conditions

Task IP Conditions (Follow the NIPPY guide to identify your information and IP requirements for each deliverable)	Summary of the Authority's rights in foreground IP (IP generated by the supplier in performance of the contract)
[REDACTED – DEFENCE]	Vests ownership with the Authority
[REDACTED – DEFENCE]	Enables MOD to share in confidence as GFI or IRC under certain types of agreements. Can be shared in confidence within UK Government.
OTHER IP DEFCONS: 14* <input type="checkbox"/> , 15* <input type="checkbox"/> , 16* <input type="checkbox"/> , 90* <input type="checkbox"/> , 91* <input type="checkbox"/> , 126* <input type="checkbox"/>	Generally only suitable for deliverables at TRL 6 and above.
BESPOKE IP Clause <input type="checkbox"/> *	Details to be added and agreed by IP Group
* Do not use without IPG advice and approval	

DELIVERABLES TBC with the Lot Lead idc. Deliverables in table are superseded by those listed in section 4.5 of the requirements document (DSTL/DOC125257).

Ref	Title	Due by	Format	TRL	Expected classification (subject to change)	Information required in deliverable	IPR DEFCON
[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	[REDACTED – DEFENCE]

DELIVERABLE: ACCEPTANCE / REJECTION CRITERIA

Unless otherwise stated below, Standard Deliverable Acceptance / Rejection applies. This is 30 business days, in accordance with DEFCON 524 Rejection, and DEFCON 525 Acceptance.

Standard Deliverable Acceptance / Rejection:-

Yes ☒ (DEFCON 524 Rejection, and DEFCON 525 Acceptance)

No ☐ (if no, please state details of applicable criteria below)

Deliverable Acceptance / Rejection Criteria:-*(30 business days unless agreed otherwise)***Government Furnished Assets (GFA)****ISSUE OF EQUIPMENT/RESOURCES/INFORMATION/FACILITIES**

TBC with the Lot Lead idc.

QUALITY STANDARDS
**Quality Assurance
(With Deliverable
Quality Plan)**
DEFCON 602A
Edition 12/17

1. The Contractor shall submit the Deliverable Quality Plan as defined in AQAP 2105 to the Authority in accordance with the Contract.
2. When agreed by the Authority, the Deliverable Quality Plan shall be incorporated into the Contract. Notwithstanding that the Deliverable Quality Plan will have been seen and agreed by the Authority, the Contractor shall be solely responsible for the accuracy, suitability and applicability of the Deliverable Quality Plan.

SECURITY CLASSIFICATION OF THE WORK**The highest classification of this SOR****[REDACTED – DEFENCE]****The highest expected classification of the work carried out by the contractor****[REDACTED – DEFENCE]****The highest expected classification of Deliverables/Output****[REDACTED – DEFENCE]**
Is a Security Aspects Letter (SAL) required? *(A Security Aspects Letter (SAL) will be required for each Task above Official-Sensitive and above)*
Yes ☐ No ☒**TASK CYBER RISK ASSESSMENT.** *(In accordance with [DEF STAN 05-138](#) and the [Risk Assessment Workflow](#))*

Cyber Risk Level	[REDACTED – DEFENCE]
Risk Assessment Reference	[REDACTED – DEFENCE]

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

None to the best of Dstl projects current knowledge.

Please ensure all completed forms are copied to DSTLSERAPIS@dstl.gov.uk when sending to the Lot Lead.

Tasking Form Part 2: *(To be completed by the Lot Lead)*

To: The Authority

From: The Lot Lead

Proposal Reference [REDACTED – DEFENCE] (attached)**Delivery of the requirement:**Self-delivered ☐ Supply-chain delivered ☒

Supplier	Proposal Reference	Version	Date
[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	1.0	30/06/2022
[REDACTED – DEFENCE]	[REDACTED – DEFENCE]	1.0	28/07/2022

1. Background

This Proposal is submitted in response to the Statement of Requirements (the “SOR”) and the individual activities stated within the Call-Off Tasking Form Part A (attached).

This task is being supply chain delivered by [REDACTED – DEFENCE]. This task has been directed by the authority to be supplied by [REDACTED – DEFENCE].

2. Deliverables

The Contractor shall deliver the deliverable as set out in Section A9 of the Proposal.

3. Resources

In accordance with the Proposal, we acknowledge this work to be classed as up to OFFICIAL and all staff will have the required security clearances.

4. Implementation Plan

RQ0000009558 will start on T0 and complete on T0+ 21 Months.

5. Assumptions and Clarifications

Assumptions and Clarifications are listed out in Section 3 of the Proposal.

6. Acceptance

The process and criteria for Acceptance for each deliverable is as detailed in Section A9 under the specific Deliverables in the Proposal.

7. Risks

The risks are detailed in Section A4 & A5 of the Proposal.

8. Special Terms

This Call-Off Tasking Form Part B (the "Proposal") is submitted under the terms of the Framework Agreement for Serapis Framework Agreement Lot 2, #DSTL/AGR/SERAPIS/SPA/01 dated 9th July 2019 (the "Contract"). It is based on the special terms set out in this Proposal, which, notwithstanding clause 3.3 of Section 2 (Special Conditions) of the Contract, shall take precedence over the terms and conditions contained within the said Contract.

Acceptance

For the purposes of DEFCON 524 and DEFCON 525, the express period for the right to reject any deliverable and where Acceptance is deemed to have occurred shall be 30 business days from delivery.

Purpose

For the purposes of Clause 5.2.2 of Section 2 (Special Conditions) of the Contract, the purpose for this Call-Off Task is as set out in the SoR. The Parties agree that any additional purpose which the Authority either expressly or impliedly makes known to the Contractor before or after the date of this Call-Off Task must be either added as an update to this Call-Off Task prior to signature, or amended through the appropriate change control procedure under the Contract. Where such an update or amendment is not made, the purpose identified within this Call-Off Task shall take precedence and the Authority cannot rely on any purpose not formalised in accordance herewith.

Remedy Period

For this Call-Off Task, the Parties agree that for the purposes of Clause 13.2 of Section 2 (Special Conditions) of the Contract, the Contractor shall have a period of 30 business days to remedy a breach (if such a breach is remediable) prior to the Authority terminating the Call-Off Task.

Intellectual Property

Any background intellectual property used as part of this Call-Off Task shall be identified in a separate document and shall be subject to clause 5 of DEFCON 703 and shall remain vested in the Contractor or its Sub-Contractors or other suppliers (as appropriate).

Please refer back to the supplier's proposal for further information.

Export

The Contractor is not aware of any export requirements for this Call-Off Task. Obligations related to export as set out in the Contract shall therefore not apply to this Call-Off Task, and the Authority shall be responsible for all export control requirements arising under this Call-Off Task.

Risk

The Parties recognise that [REDACTED – DEFENCE] and Dstl have been jointly developing the proposal with no involvement of the Contractor and that therefore low assurance activities have been or will be undertaken by the Contractor as part of this proposal (as scoped under the section 'Assurance Activities'). In placing an order against this proposal Dstl shall have been deemed to have confirmed that it has fully satisfied itself as to the content of the proposal and its risks, assumptions, exclusions and dependencies and the level of assurance activities proposed. As such, the Contractor holds no Design Responsibility and accepts no liability in relation to any matters arising including but not limited to risks associated with performance, delivery and quality. We will provide technical assurance as per the signed out level of the contract, Should there be any last minute changes to meetings or other activities, we cannot guarantee suitable SQEP will be available due to other commitments, but will work to best endeavours. Should we receive a Purchase Order after the validity date has passed, we cannot guarantee assigned resource will be available and therefore the start and end dates will need reviewing and the supplier may wish to withdraw their bid submission.

Advice

Whilst AI will exercise all reasonable skill, care and diligence in the performance of this service, it remains the responsibility of Dstl to employ its experience and judgement in interpreting the technical information and results generated from the Task. Thus, save as set out in this Tasking Order Form, no liability can be accepted with respect to the accuracy of the technical information and results and their eventual use. Please note AI's advice is limited to technical solutions. AI is not able to give advice, judgement or views as to the legal impact or consequence of any technical solution.

Warranty of Information

The contractor does not provide any warranty correctness or accuracy of information provided to or from its Sub-Contractors.

Protection of Personal Data

The Contractor will not be processing any Personal Data under this Call-Off Task.

Limit of Liability

[REDACTED – DEFENCE]

COVID 19

The spread and longevity of the COVID-19 virus continues to evolve and although BAE Systems is taking reasonable action to reduce the impact on programme and service delivery, quantifying that impact on the future delivery of this programme is not currently possible. Our proposal therefore assumes that our normal operations will be utilised in the provision of the services and we will work through with you any changes required to that approach depending on the specific circumstances encountered.

It is assumed that any changes to the solution, delivery plan or price required as a result of or in connection with the impact of the COVID-19 virus will be subject to the Change Control Process.

Cyber Risk Assessment

Cyber risk level provided is [REDACTED – DEFENCE] with associated RAR: [REDACTED – DEFENCE]

PRICE BREAKDOWN

The firm price to the Authority will be invoiced in accordance with the Contract at the times specified in the Milestones Deliverables and Payments schedules below.

The pre-contract TMS to the Authority will be firm price and will be invoiced in accordance with the Contract at the times specified in the Milestones Deliverables and Payments schedules below.

The assurance TMS to the Authority will be firm price and will be invoiced in accordance with the Contract at the times specified in the Milestones Deliverables and Payments schedules below.

All prices detailed in this Proposal are in £ sterling and exclusive of Value Added Tax, which shall be charged at the prevailing rate.

This Proposal is valid until 3rd October 2022

Offer of Contract: *(to be completed and signed by the Contractor's Commercial or Contract Manager)*

Total Proposal Price in £	1,003,531.74 [REDACTED – DEFENCE]	(ex VAT)
Start Date:	T0	End Date: T0+9 months
Lot Leads Representative	Name	[REDACTED – PERSONAL INFORMATION]
	Tel	[REDACTED – PERSONAL INFORMATION]

	Email	[REDACTED – PERSONAL INFORMATION]
	Date	28/07/2022
Position in Company	[REDACTED – PERSONAL INFORMATION]	
Signature	[REDACTED – PERSONAL INFORMATION]	

Core Work – Breakdown

Lot Lead Rates for Task Management Services (TMS)							
Please insert/delete rows as necessary							
Team Member Name	Role	Activity Type	Rate (£)	Total Hours	LMS recovery per role per hour (‘d’ element)	Total LMS recovery due (£) (‘d’ x total hours)	Total TMS Cost (£) (Rate x total hours)
[REDACTED – PERSONAL INFORMATION]	Project Manager	Contracting / Competition	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]
[REDACTED – PERSONAL INFORMATION]	Capability Lead	Contracting / Competition	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]
[REDACTED – PERSONAL INFORMATION]	Commercial Manager	Contracting / Competition	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]
[REDACTED – PERSONAL INFORMATION]	Project Manager	Assurance	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]
[REDACTED – PERSONAL INFORMATION]	Capability Lead	Assurance	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]

[REDACTED – PERSONAL INFORMATION]	Commercial Manager	Assurance	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]
Total			[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]	[REDACTED – COMMERCIALLY SENSITIVE]

Work Delivered by Sub-Contractor(s)

We recognise that suppliers may fit into multiple categories, please choose the drop down that categorises the supplier by the definition that is lowest on the list (i.e. a Defence Supplier Academic would be treated as an Academic).

Please insert/delete rows as necessary

Name of Sub-Contractor	Supplier Type	Activity Description	Rate (£)	Total Hours	Total Cost (£)
[REDACTED – DEFENCE]	SME	Delivery of S43 Stage 2 Part 1	See Annex A	See Annex A	[REDACTED – COMMERCIALLY SENSITIVE INFORMATION]
	Choose an item.				
	Choose an item.				
	Choose an item.				
	Choose an item.				
	Choose an item.				
Total					[REDACTED – COMMERCIALLY SENSITIVE INFORMATION]

Travel, Subsistence, Materials & Equipment

Please insert/delete rows as necessary

Supplier Name	Spend Type	Description / Rationale	Unit Cost (£)	Qty	Total Cost (£)
[REDACTED – DEFENCE]	Other	T&S	See Annex A	See Annex A	[REDACTED – COMMERCIALLY SENSITIVE INFORMATION]
[REDACTED – DEFENCE]	Other	Materials & Equipment	See Annex A	See Annex A	[REDACTED – COMMERCIALLY SENSITIVE INFORMATION]
	Choose an item.				
Total					[REDACTED – COMMERCIALLY SENSITIVE INFORMATION]

Core Work – Milestone breakdown costs

Proposed Milestones Payments

Your TMS bid costs shall be included in milestone 1.

The final Milestone must reflect the actual cost of the deliverable, and be greater than 20% of the Task value, unless otherwise agreed with your Commercial POC

Please duplicate the template per milestone table format below as necessary, and rename milestone number accordingly.

Milestone 1						
Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
EMR Delivery Part 1 KO			[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	T0	[REDACTED – DEFENCE]
Travel/Subsistence				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Materials/Equipment				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Milestone LMS recovery (£)						

Milestone 2						
Description	TMS cost (£)	Self-Deliver y cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Mileston e due date	DEFCON
<u>EMR Delivery</u> Progress Meeting 5			[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	T0+3 months	[REDACTED – DEFENCE]
Travel/Subsistence				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Materials/Equipment				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Milestone LMS recovery (£)						

Milestone 3						
Description	TMS cost (£)	Self-Deliver y cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Mileston e due date	DEFCON

EMR Delivery Progress Meeting 6			[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	T0+6 months	[REDACTED – DEFENCE]
Travel/Subsistence				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Materials/Equipment				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Milestone LMS recovery (£)						

Milestone 4						
Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
EMR Delivery Part 1 Final Progress Meeting (PM7)			[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]	T0+9 months	[REDACTED – DEFENCE]
Travel/Subsistence				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Materials/Equipment				[REDACTED – COMMERCIAL Y SENSITIVE INFORMATION]		
Milestone LMS recovery (£)						

Milestone 5						
Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
EMR Delivery Pre-Contract TMS	[REDACTED – COMMERCIAL LY SENSITIVE INFORMATION]			[REDACTED – COMMERCIAL LY SENSITIVE INFORMATION]	T0	[REDACTED – DEFENCE]
Travel/Subsistence						
Materials/Equipment						

Milestone LMS recovery (£)	62.10	
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Milestone 6						
Description	TMS cost (£)	Self-Deliver y cost (£)	Sub-contract or cost (£)	Total milestone cost (£)	Mileston e due date	DEFCON
EMR Delivery Post-Contract TMS	[REDACTED – COMMERCIAL LY SENSITIVE INFORMATION]			[REDACTED – COMMERCIAL LY SENSITIVE INFORMATION]	T0+12 months	[REDACTED – DEFENCE]
Travel/Subsistenc e						
Materials/Equipm ent						
Milestone LMS recovery (£)	192.21					

Options – Summary

Options Breakdown

Full breakdowns will be requested upon invoking through the Serapis Contract Amendment Form. (If you do not currently know the full options breakdown, please include what you do know and rough order of magnitude costs.)

Only complete if applicable – otherwise delete table.

Ref No.	Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	T&S, Material & Equip Cost (£)	Pricing	Start date	End date
1	Option 1: Internal Scan Mirror			[REDACTED – COMMERCIALY SENSITIVE INFORMATION]		Firm	TBC Prior to end of Stage 2 Part 1	TBC
2	Option 2: Low Light Operations Concept			[REDACTED – COMMERCIALY SENSITIVE INFORMATION]		Firm	TBC Prior to end of Stage 2 Part 1	TBC

				INFORMAT ION]				
3	Stage 2 Part 2			[REDACTE D – COMMERC IALLY SENSITIVE INFORMAT ION]		ROM	TBC	TBC
4	Option 3: Standards Review for Implementation			[REDACTE D – COMMERC IALLY SENSITIVE INFORMAT ION]		ROM	TBC	TBC
5	Option 4: Concept Study for use of Sycorax for SSA			[REDACTE D – COMMERC IALLY SENSITIVE INFORMAT ION]		ROM	TBC	TBC
6	Post-Contract TMS Stage 2 Part 2	[REDACT ED – COMMER CIALLY SENSITIV E INFORMA TION]				Firm	TBC	TBC

Please Note: Task Option authorisation is to be issued by the Authority's Commercial Officer through a completed Contract Amendment Form and approved purchase order. No work is to be carried out prior to both of these being issued.

Tasking Form Part 3:

To be completed by the Authority's Commercial Officer and copied to the Authority's Project Manager.

1. Acceptance of Contract:		
Authority's Commercial Officer	Name	[REDACTED – PERSONAL INFORMATION]
	Tel	[REDACTED – PERSONAL INFORMATION]
	Email	[REDACTED – PERSONAL INFORMATION]
	Date	[REDACTED – PERSONAL INFORMATION]
Requisition Number		RQ0000009558
Contractor's Proposal Number		[REDACTED – DEFENCE]
Purchase Order Number		DSTL0000006251
Signature		[REDACTED – PERSONAL INFORMATION]
<i>Please Note: Task authorisation to be issued by the Authority's Commercial Officer or Contract Manager. Any work carried out prior to authorisation is at the Contractor's own risk.</i>		