



Ministry
of Defence



In-Service Support of DSP 34

STATEMENT OF WORK

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1 GENERAL DESCRIPTION

1.1 Aim

The Contractor shall undertake the contract in accordance with this Statement of Work.

1.2 Scope

In summary the Contractor shall deliver the following:

1. [REDACTED]
2. [REDACTED]
3. Obsolescence
4. Equipment Repair Survey and Repair at the Contractor's Premises
5. Spares
6. Disposal
7. Transportation
8. Quality Management
9. Acceptance
10. Warranty
11. Ad-hoc Tasking

Full details of the requirements are provided below.

2 STATEMENT OF WORK

Ref	Work Category	Statement of Work	Contract Deliverables
SoW 01	[REDACTED]	[REDACTED]	[REDACTED]
SoW 02	[REDACTED]	[REDACTED]	[REDACTED]
SoW 03	Obsolescence	<p>Supplier to conduct an obsolescence sweep to include;</p> <ol style="list-style-type: none"> 1. an obsolescence report 2. Generation of build packs (Bill Of Materials – BOMs) for Roke internal use. Not a deliverable to the authority. 3. Supply chain obsolescence sweep to include impact statements and Life Time Buy (LTB) recommendations. 	<p>Contractor to perform obsolescence sweep and provide an obsolescence report and updated spares list including indicative lead times, MoQ's and firm prices within 4 months of contract award. Quotation to be valid for 30 days.</p>
SoW 04	Equipment Repair Survey and Repair at the Contractor's Premises	<p>Repair of DSP 34 at the Contractor's Premises.</p> <p>The Authority shall issue the articles to the Contractor's premises and shall raise a Order for completion of a Survey. The Purchase Order shall constitute the Authority's approval to proceed with the Survey. The Contractor shall acknowledge the Purchase order within 5 business days.</p> <p>The Authority will reasonably endeavour to issue DSP34 in batches of quantity five (5) for survey and repair. Additional units below MoQ shall be by exception for Adhoc repairs.</p> <p>Articles issued for repair/modification shall be issued to the Contractor as Contract Works Items in accordance with DEFCON 611 and must be recorded by the Contractor accordingly.</p> <p>On completion of the Survey the Contractor shall submit a Survey Report (in the format at Annex G) to the Authority's Operations Manager. The Survey Report shall provide a firm price quotation for the work, showing a comprehensive breakdown of the elements of the quotation including:</p> <ol style="list-style-type: none"> (i) Materials – including Annex B Spares (ii) Labour Hours and contractually agreed labour rates – Annex E Rates (iii) Task commencement and completion dates 	<p>Contractor to complete the Annex G Repair Form in accordance with Annex E Rates and Annex B Spares.</p> <p>Survey fee is priced in accordance with Annex E Rates 'Repair Survey'.</p> <p>Repairs to be completed within the agreed turn-around-time as stated in the Annex G Repair Form and agreed though the Purchase Order.</p> <p>Contractor to cannibalise units deemed BER included within the Survey fee and update Annex I GFA register.</p> <p>Disposal shall be in accordance with SoW 06</p>

		<p>Pricing provided in the Survey Report shall be subject to DEFCON 127 - Price Fixing Condition for Contracts of Lesser Value.</p> <p>Acceptance of the firm price quotation for the repair shall be made through the issuing of a Purchase Order. The Contractor shall accept the Purchase Order within 5 business days and proceed with the repair.</p> <p>The Contractor shall complete the repair within the agreed timescales and notify the Authority's Project Manager once the repair has completed so that collection can be arranged. The Contractor shall deliver all items Ex-Works unless otherwise agreed through the Purchase Order.</p> <p>The Contractor shall ensure that all repaired articles are fit for purpose and certified for use with provision of a CoC.</p> <p>Acceptance upon collection</p> <p>Beyond Economic Repair (BER)</p> <p>The Contractor shall identify any items as Beyond Economic Repair (BER) The Contractor shall notify the Authority's Project Manager of any BER items for instructions. Any disposal actions shall be undertaken in accordance with DEFCON 601 – Redundant Material.</p> <p>Cannibalisation</p> <p>The Contractor shall conduct cannibalisation of BER systems within the survey fee and update the GFA register in Annex I.</p> <p>Spares</p> <p>Repair by replacement will utilise GFE stock first, followed by Contractor stock, then re-supply. see SoW 05 Spares.</p>	
SoW 05	Spares	<p>A Purchase Order, issued to the Contractor by the Authority's Project Manager, will constitute the Authority's approval to proceed with the manufacture and supply of the items listed at Annex B Spares. The Contractor shall acknowledge receipt of the Purchase order within 5</p>	<p>Spares quotation to be valid for 30 days and delivery shall be against the indicative lead times identified for each ordered item in accordance with Annex B</p>

		<p>business days. The Contractor shall then proceed with the manufacture and supply of the spares order.</p> <p>If the Contractor is unable to accept the demand order whether wholly or in part, he shall notify the Authority's issuing branch giving the reasons and where appropriate recommendations for amendment.</p> <p>Where an additional order is required to enable a repair by the unit, the Contractor shall deliver the articles Ex-Works against the timescales listed against each item at Annex B. The Contractor shall endeavour to collate deliveries into batches whenever possible. Once the items are ready for collection, the Contractor shall notify the Authority's Operations Manager to arrange collection, if applicable. Acceptance upon collection.</p> <p>Additional stock purchases to replenish the spares pool for repairs shall be held as GFE at the contractor's premises.</p> <p>Payment on receipt to Roke and updated Annex I GFA register.</p>	<p>Additional stock purchases to replenish the spares pool for repairs shall be held as GFE at the contractor's premises and Annex I GFA Register to be updated.</p>
SoW 06	Disposal	<p>The Contractor shall dispose of units deemed BER in batches of four (4).</p> <p>Additional units below the MoQ shall be by exception for Adhoc disposals.</p> <ol style="list-style-type: none"> Both parties agree that there are sufficient spares in GFA to support the operational requirement DSP 34 until they are removed from service, DSP 34 is no longer in-service, or Contractor has no more space to hold BER items or additional GFA stock and disposal is agreed with the Authority. <p>Cannibalisation of equipment shall be in accordance with SoW 04</p>	<p>In accordance with Annex C Tasking Form with information relevant to the task.</p> <p>A certificate of destruction and disposal to be issued to project manager upon completion within 3 months from acceptance of the Task.</p>
SoW 07	Transportation	<p>Delivery/Collection of equipment.</p> <p>All equipment shall be delivered Ex-Works and the Authority shall be responsible for transport in accordance with DEFCON 621A – Transport.</p> <ol style="list-style-type: none"> The Contractor shall be responsible for setting up a transport account on the REDACTED system. This will enable them to arrange 	<p>All collections/deliveries must adhere to Store System 3 procedures as part of the REDACTED process.</p>

		<p>collection / delivery of equipment back to users as directed by the Authority. Authority to provide guidance / support in setting new accounts on REDACTED</p> <p>The Contractor shall notify the Authority's Operations Manager once any articles are ready for collection from the Contractor's premises.</p>	
SoW 08	Quality Management	<p>1. The Contractor shall maintain a Quality Management system in accordance with ISO9001:2015 (or suitable alternative) throughout the duration of this Contract, with an appropriate scope to meet the contract deliverables, this shall be certificated by an UKAS accredited certification body or equivalent IAF member. This shall be at no additional cost to the Authority.</p> <p>2. For the purposes of the Contract AQAP2110 Edition D entitled "NATO Quality Assurance Requirements for Design, Development and Production" shall apply where the Contractors Quality Management System meets the requirements of ISO 9001:2015. Certificate of Conformity shall be provided in accordance with DEFCON 627.</p> <p>3. For the purpose of the Contract, Concessions shall be managed in accordance with Defence Standard 05-061 Part 1 entitled "Quality Assurance Procedural Requirements - Concessions Issue 7".</p> <p>4. For the purposes of the contract, Counterfeit Avoidance Management shall be managed in accordance with Defence Standard 05-135 entitled "Avoidance of Counterfeit Materiel Issue 2".</p> <p>5. For the purposes of the contract, Contractor Working Parties shall be provided in accordance with Defence Standard 05-061 Part 4 entitled "Quality Assurance Procedural Requirements - Contractor Working Parties Issue 4".</p> <p>6. For Guidance on the application and interpretation Please use the appropriate AQAP Standard Related document (SRD). Where Government Quality Assurance is performed against this Contract, it will be in accordance with AQAP 2070 Edition B.</p>	<p>Within 10 working days of request from the Authority, the Contractor shall provide:</p> <p>a) Certification of compliance and audit.</p> <p>b) QA Management Reports delivered within specified timescales</p>

		7. All Reference to the GQAR in the documents which form part of this Contract shall be read as referring to the Authority specified in Box 7 of the DEFFORM 111.	
SoW 09	Acceptance	The Contractor shall provide a 'Certificate of Conformity' (CoC) confirming that the equipment complies to the procurement specification and with all current UK legislation (as applicable) to the equipment following each repair and/ or service in accordance with Condition 26 and JSP940 MOD Policy for Conformity	Following delivery of articles and all equipment service or repair, a CoC is to be supplied to Authority's nominated Ops Manager within 5 Business days.
SoW 10	Warranty	Items supplied from the Contractors stock, and for repair workmanship, three months warranty will be provided. No warranty will be provided on any GFE items used in a repair. The contractors remaining stock will be used to cover warranty issues, therefore once the stock has been used no warranty will be provided unless the Authority proceeds with a re-supply in which case the cost of the failed component will be deducted from the quote. Systems will be tested following repair and before being returned with a Certificate of Conformance.	Contractor to provide three months warranty on stock and repair workmanship. Systems to be tested following repair and before being returned with a Certificate of Conformance. This is included under warranty.
SoW 11	Ad-hoc Tasking	Support via the Tasking Form process IAW Annex C Tasking Form Ad-hoc taking could include but not be limited to: a) General ad-hoc technical meetings. b) General formal technical meetings. d) Reproduction of amended drawings for the authority. e) Safety & Environmental Management support . f) Investigation and reporting on equipment failure. g) Monitor issues that result from equipment failure. h) Attendance and Support at Safety meetings. i) Provision of design services for non-core tasks. j) Supply of Modification Kits. k) Provision of source data for codification of modification kits. l) Fitting Modification Kits. m) Provision of training for fitting modification kits. n) Provision of Field Service Representative when required. o) Capability Improvements. p) Urgent Operational Requirements. q) Provision of Maintainer Training Courses.	In accordance with Annex C Tasking Form with information relevant to the task. Task carried out within agreed timescale and cost as defined in the associated TAF. Update Annex D Tasking Record when appropriate.

[Redacted under exemptions set out by the Freedom of Information act]

		<ul style="list-style-type: none">r) Subcontract Work.s) Assistance to Dstl.t) Any other advice, data and documentation for the purpose of writing and maintaining the Through Life Management Plan (TLMP).	
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[Redacted under exemptions set out by the Freedom of Information act]

3 GLOSSARY

Term	Definition
AESP	Army Equipment Support Publication
AIS	Automatic Identification System
AQAP	Allied Quality Assurance Publication
BER	Beyond Economical Repair
CC	Configuration Control
CES	Complete Equipment Schedule
CoC	Certificate of Conformity
DE&S	Defence Equipment & Support
DLOD	Defence Lines of Development
DRACAS	Data Reporting and Corrective Action System
DSAT	Defence Systems Approach to Training
Dstl	Defence Science and Technology Laboratory
EOD&S	Explosive Ordnance Disposal & Search
ESPD	Equipment Support Policy Directive
EVVRM	Equipment Verification and Validation Requirement Matrix
FOC	Full Operating Capability – defined within ITEAP
GPA	Gibraltar Port Authority
LoL	Limit of Liability
MDSS	Material Data Safety Sheets

Term	Definition
MOD	Ministry of Defence
NATO	North Atlantic Treaty Organisation
NFF	No Fault Found
OM	Operations Manager
PIA	Power Interface Assembly
POC	Point of Contact
PSEC	Project Safety & Environmental Committee
PSEP	Project Safety and Environmental Panel
RTP	Reusable Training Pack
RTRT	Return Turn Round Time
SC	Safety Case
SECR	Safety and Environmental Case Report
SEEC	Specialist EOD&S, Exploitation and Countermeasures
SQEP	Suitably Qualified and Experienced Personnel
SRD	Standard Related document
TAF	Task Authorisation Form
TLMP	Through Life Management Plan