

Serapis Tasking Form

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

To:	Lot 4 QinetiQ Plc	From:	The Authority
Any Task placed as a result of your quotation will be subject to the Terms and Conditions of Framework Agreement Number: LOT 4 DSTL/AGR/SERAPIS/AII/01			
VERSION CONTROL			
1.0			
REQUIREMENT			
Proposal Required by:		Task ID Number:	AII64
The Authority Project Manager:	[REDACTED]	The Authority Technical Point of Contact:	[REDACTED]
Task Title:	Buckstall 2		
Required Start Date:	05/07/2021	Required End Date:	31/03/2022
Requisition No:	[REDACTED]	Budget Range	
TASK DESCRIPTION AND SPECIFICATION			
Serapis Framework Lot	<input type="checkbox"/> Lot 1: Collect <input type="checkbox"/> Lot 2: Space systems <input type="checkbox"/> Lot 3: Decide <input checked="" type="checkbox"/> Lot 4: Assured information infrastructure <input type="checkbox"/> Lot 5: Synthetic environment and simulation <input type="checkbox"/> Lot 6: Understand		
SoR [REDACTED]			
Procurement Strategy <input checked="" type="checkbox"/> Lot Lead to recommend <input type="checkbox"/> Single Source / Direct Award			
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 [REDACTED] 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)
DEFCON 703 <input checked="" type="checkbox"/>	Vests ownership with the Authority
DEFCON 705 Full Rights <input type="checkbox"/>	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	
<p><i>Please state in this text box if MOD or the customer has a requirement a) that one or more Other Government Departments is able to share confidentially with their own suppliers, b) to publish but you do not think there is a requirement to own or control the deliverable, or c) to share under a procurement* Memorandum of Understanding (MOU).</i></p> <p><i>If any of these three issues applies, please contact IPG for advice before completing this form. *Listing research MOUs is not required, but can be a helpful courtesy to the supplier.</i></p>	

DELIVERABLES**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)**QUALITY STANDARDS**

☐ **ISO9001** (Quality Management Systems)

☐ **ISO14001** (Environment Management Systems)

- ☐ **ISO12207** (Systems and software engineering — software life cycle)
- ☐ **TickITPlus** (Integrated approach to software and IT development)
- ☐ **Other:** (Please specify in free text below)

SECURITY CLASSIFICATION OF THE WORK

The highest classification of this SOR

OFFICIAL ☐ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

The highest expected classification of the work carried out by the contractor

OFFICIAL ☐ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

The highest expected classification of Deliverables/Output

OFFICIAL ☐ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

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]
Risk Assessment Reference	[REDACTED]

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

Please ensure all completed forms are copied to [Redacted under FOI exemption] when sending to the Lot Lead.

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

To:	The Authority	From:	The Lot Lead
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Proposal Reference [REDACTED] **(attached)**

Delivery of the requirement:

The proposal shall include, but not be limited to:

- A full technical proposal that meets the individual activities that are detailed in Statement of Requirements (Part 1 to Tasking Form).
- Breakdown of individual Deliverables, with corresponding Intellectual Property rights applied.
- Breakdown of Interim Milestone Payments, with corresponding due dates.
- A work breakdown structure/project plan with key dates and deliverables identified.
- A list of required Government Furnished Assets from the Authority, including required delivery dates.
- A clear identification of Dependencies, Assumptions, Risks and Exclusions which underpin your Technical Proposal.
- Sub-Contractors Personnel Particulars Research Worker Form and security clearances (if applicable)

COMMERCIAL
[REDACTED]

PRICE BREAKDOWN

You are to use the costs detailed in Item 2 Table 1 in the Schedule of Requirement and at Annex E Table 2 of the Serapis Framework Agreement. Please also provide a price breakdown which should include, but is not limited to: Lot Lead Rates, Sub-contractors costs and rates, travel and subsistence. In support of your Proposal you are requested to provide clear details of all Dependencies, Assumptions, Risks and Exclusions that underpin your price.

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

Total Proposal Price in £	£891,470.18	(ex VAT)
Start Date:	02/07/21	End Date: 31/03/22
Lot Leads Representative	Name	[REDACTED]
	Tel	[REDACTED]
	Email	[REDACTED]
	Date	[REDACTED]
Position in Company	[REDACTED]	
Signature	[REDACTED]	

Core Work – Breakdown

[REDACTED]

Travel, Subsistence, Materials & Equipment

Please insert/delete rows as necessary

Supplier Name	Spend Type	Description / Rationale	Unit Cost (£)	Qty	Total Cost (£)
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Core Work – Milestone breakdown costs

Proposed Milestones Payments

Milestone D01

Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
EMR Delivery [Redacted under FOI exemption]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	703
Travel/Subsistence						
Materials/Equipment				0		
Milestone LMS recovery (£)	[REDACTED]					

Milestone D02

Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
EMR Delivery [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	703
Travel/Subsistence				[REDACTED]		
Materials/Equipment				[REDACTED]		
Milestone LMS recovery (£)	[REDACTED]					

Milestone D03

Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
EMR Delivery [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	703
Travel/Subsistence						
Materials/Equipment				0		
Milestone LMS recovery (£)	[REDACTED]					

Milestone D04 and D05

Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]		703
Travel/Subsistence						
Materials/Equipment						[REDACTED]
Milestone LMS recovery (£)	[REDACTED]					

Commercial Aspects:

[REDACTED]

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]
	Tel	[REDACTED]
	Email	[REDACTED]
	Date	[REDACTED]
Requisition Number		[REDACTED]
Contractor's Proposal Number		[REDACTED]
Purchase Order Number		[REDACTED]
Signature		[REDACTED]
<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>		