

Serapis Tasking Form

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

To:	Lot 5 Newman & Spurr Consultancy Ltd	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 5 DSTL/AGR/SERAPIS/SSE/01			
VERSION CONTROL			
V1.0			
REQUIREMENT			
Proposal Required by:	[25/11/2021]	Task ID Number:	SSE33
The Authority Project Manager:	Redacted under FOIA Section 40 – Personal Information	The Authority Technical Point of Contact:	Redacted under FOIA Section 40 – Personal Information
Task Title:	[WISE Player Interface Enhancements - DFutures OR]		
Required Start Date:	[03/01/2022]	Required End Date:	[31/03/2022]
Requisition No:	[1000170968]	Budget Range	£50,000 EXC VAT
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 type="checkbox"/> Lot 4: Assured information infrastructure <input checked="" type="checkbox"/> Lot 5: Synthetic environment and simulation <input type="checkbox"/> Lot 6: Understand		
Statement of Requirements (SOR) <p>SERAPIS Task ID SSE13 is delivering a replacement player interface for the business critical wargame and simulation capability called WISE (Wargame Infrastructure and Simulation Environment). The version to be delivered under SSE13 will retain the original functionality along with a number of changes to the way the user interacts to enhance the player experience and productivity. However, the planned development was designed to balance both practical development and risk which meant some of the additional features or support features we would like to improve the system further were deliberately not included.</p> <p>This task will enable implementation of some further improvements to the new WISE player display to build on the deliverable from SSE13, namely:</p> <ul style="list-style-type: none"> Additional of graphical support tools within the player interface to manage the understanding of what is happening within game, i.e. management information type displays to players, e.g. display of UAV 			

lookdown footprints on the map, indications of direct fire and indirect fire activity, refinement of drawing overlays etc.

- Support to integration of more innovative mapping products within the new player interface.

Procurement Strategy

☒ Lot Lead to recommend ☐ Single Source / Direct Award

The authority recognises that the existing SSE13 supplier has the relevant capability and resources to undertake the work and has all available products to continue with this development as an additional activity within the wider WISE player interface development.

Pricing:

☐ Firm Pricing ☒ Ascertained Costs* ☐ 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 IP identify your information and IP requirements for the deliverable)	Summary of the Authority's rights in foreground IP (IP generated by the supplier in performance of the contract)
<input checked="" type="checkbox"/> DEFCON 705	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

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).*

*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.*

DELIVERABLES

<u>Ref</u>	<u>Title</u>	<u>Due by</u>	<u>Format</u>	<u>TRL</u>	<u>Expected classification (subject to change)</u>	<u>Information required in deliverable</u>	<u>IPR DEFCON</u>
D-1	Enhanced WISE Player Interface and Documentation	31 st March 2022	C++ software and libraries to support building interface on Dstl system	Redacted under FOIA Section 23 - National Security		Details of build requirements, libraries, compiler versions to support successful compilation on Dstl systems.	703

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:-

Our proposed criteria for deliverable acceptance are outlined below.

Deliverable	Acceptance criteria	Acceptance period
Monthly Progress reports	The monthly reports should contain an update on progress achieved for the sprints completed in the month, plans for the next month, overall progress against the schedule, issues and risks. If any of this information is missing the report will be rejected pending revisions.	Up to 5 working days from delivery
Sprint Dashboard reports	Dashboards should adhere to the format and content agreed between the WISE Project Governance team and supplier at contract commencement, if they do not they may be rejected pending revisions.	Up to 3 working days from delivery
Player Interface Enhancement Design Options	A presentation of the possible interface options to be enhanced to the WISE acceptance team to inform progress achieved with and final operating Capability.	On the day of the event
Implementation Plan	The WISE Project Governance team shall take up to 10 working days to confirm acceptance, rejection pending revisions or full rejection of the final implementation plan. To avoid full or partial rejection of the plan the supplier is required to provide early drafts of the plan as it is being developed in order for the WISE	Up to 10 working days from delivery

	acceptance team to provide early review and feedback whilst it is still in draft form.		
Requirements specification	The WISE acceptance team shall take up to 10 working days to confirm acceptance, rejection pending revisions or full rejection of the final requirements specification. To avoid full or partial rejection the supplier is required to provide early drafts as it is being developed in order for the WISE acceptance team to provide early review and feedback whilst it is still draft.	Up to 10 working days from delivery	
Test Report	<p>The WISE acceptance team shall take up to 10 working days to confirm acceptance, rejection pending revisions or full rejection of the report. To avoid full or partial rejection of the report the supplier is required to provide an early draft that shows the format and template for the WISE acceptance team to review and approve.</p> <p>If the report identifies differences between the output between the updated code and the reference codebase, these should be identified, discussed with the WISE acceptance team and investigated as soon as possible. If these differences are unacceptable to the WISE acceptance team, they may request further investigation or revision to the source code before full acceptance.</p>	Up to 10 working days from delivery	
Documentation pack	The WISE Project Governance team shall take up to 40 working days to confirm acceptance, rejection pending revisions or full rejection of the documentation. To avoid full or partial rejection of the documentation the supplier is required to provide early drafts for the WISE acceptance team to review.	Up to 40 working days from delivery – But also dependent upon successful installation and running of the new code on the authorities system.	
Final documentation pack	The final documentation will be accepted once any issues identified during the review period have been rectified.	Up to 10 working days from delivery.	
Updated WISE Player Interface	<p>Following successful installation and running of the new code on the Dstl Host infrastructure, it will take up to 40 working days of Dstl acceptance testing. These tests will involve running WISE-FW with several players to assess the Interface performance and behaviour.</p> <p>Any issues identified during this testing will be raised promptly with the supplier to ensure it can be addressed. Once addressed, an updated codebase should be returned to the WISE acceptance team for re-testing before being accepted.</p>	Up to 40 working days of internal acceptance testing	
Final WISE Codebase	The final codebase will be accepted once any issues identified during internal testing have been rectified and re-tested.	Up to 15 working days after delivery of the final codebase.	
Government Furnished Assets (GFA) ISSUE OF EQUIPMENT/RESOURCES/INFORMATION/FACILITIES (if not applicable, delete table and insert "None" in this text box)			

<u>Unique Identifier/ Serial No</u>	<u>Description</u>	<u>Classification</u>	<u>Type</u>	<u>Available Date</u>	<u>Issued by</u>	<u>Return or Disposal Date</u>	<u>Any restrictions?</u>
<i>Serial no</i>	<i>Description</i>	<i>Official-Sensitive</i>	<i>Equipment</i>	<i>00/00/0000</i>	<i>Issuer</i>	<i>00/00/0000</i>	<i>Include details here</i>

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

Redacted under FOIA Section 23 - National Security

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

Redacted under FOIA Section 23 - National Security

The highest expected classification of Deliverables/Output

Redacted under FOIA Section 23 - National Security

Is a Security Aspects Letter (SAL) required? (A Security Aspects Letter (SAL) will be required for each Task above Official-Sensitive and above)

Redacted under FOIA Section 23 - National Security

TASK CYBER RISK ASSESSMENT. (In accordance with [DEF STAN 05-138](#) and the [Risk Assessment Workflow](#))

Cyber Risk Level	Redacted under FOIA Section 26 - Defence
Risk Assessment Reference	Redacted under FOIA Section 26 - Defence

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

Please ensure all completed forms are copied to Redacted under FOIA Section 26 - Defence 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 <u>NSC-820-1586 V1.0</u> (attached)			
Delivery of the requirement: The proposal <u>shall</u> include, but not be limited to: <ul style="list-style-type: none"> • 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) 			
PRICE BREAKDOWN <i>You are to use the costs detailed in Item 2 Table I 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.</i>			
Offer of Contract: <i>(to be completed and signed by the Contractor's Commercial or Contract Manager)</i>			
Total Proposal Price in £	£49,801.83		(ex VAT)
Start Date:	11/01/22	End Date:	31/03/22
Lot Leads Representative	Name	Redacted under FOIA Section 40 – Personal Information	
	Tel	Redacted under FOIA Section 40 – Personal Information	
	Email	Redacted under FOIA Section 40 – Personal Information	
	Date	9 December 2021	
Position in Company	Redacted under FOIA Section 40 – Personal Information		
Signature	Redacted under FOIA Section 40 – Personal Information		

Core Work – Breakdown

Lot Lead Rates for Task Management Services (TMS) <i>Please insert/delete rows as necessary</i>							
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)
N/A	Choose an item.	Choose an item.					
Total							

Redacted under FOIA Section 43 – Commercial Interest

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). <i>Please insert/delete rows as necessary</i>					
Name of Sub-Contractor	Supplier Type	Activity Description	Rate (£)	Total Hours	Total Cost (£)
N/A	Choose an item.				
Total					

Travel, Subsistence, Materials & Equipment <i>Please insert/delete rows as necessary</i>
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Supplier Name	Spend Type	Description / Rationale	Unit Cost (£)	Qty	Total Cost (£)
N/A	Choose an item.				
Total					

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.

Redacted under FOIA Section 43 – Commercial Interest

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 under FOIA Section 40 – Personal Information
	Tel	Redacted under FOIA Section 40 – Personal Information
	Email	Redacted under FOIA Section 40 – Personal Information
	Date	15/12/2021
Requisition Number		1000170968
Contractor's Proposal Number		NSC-820-1586
Purchase Order Number		DSTLX-1000165901
Signature		
<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>		