

## Schedule 3 (Tasking Form)

### Tasking Identification

Unique Tasking Order Number	FTS5/CCT815	Version No. & Date	V2.0 09/01/2020
FATS Business Case Number	Original FBC is FBC7315 Amendment FBC	Supplier Reference Number UOR	
Project / Equipment for which task is in support	(FATS team supplied)		
Task Title	<b>ISS DATACENTRE INFRASTRUCTURE MANAGEMENT</b>		
Filter Name and Number:	Filter 26 - Software Acquisition and Support		

Please refer to FATS Customer Guidance for definition of Work Category

Directorate & PT / Organisation Title	JFC/ISS/Ops Sp	Supplier Name	LA International
PT Leader/ Project Manager		Post	
Post		Address	
Address			
Postcode		Postcode	
Telephone / Fax No		Telephone	
E-mail		E-mail	
UIN & RAC		CPV Code	

Date Draft Tasking Issued

20/12/19

Deadline for Authority's receipt of Tenderer's  
response to the Draft Tasking

## 1. Schedule of Requirements

*Brief summary of requirement – expand/delete rows as appropriate (full details appear below in the Statement of Requirement)*

Item No	Description	Firm Price £ (Ex VAT)
1	Datacentre Service Manager 01APR20 TO 31MAR21 (12 months)	
2	T&S Limit of Liability for items 1	
3	Option 1: Datacentre Service Manager 01APR21 to 31MAR22 (12 Months)	
4	requires additional funding T&S Limit of Liability for Item 3 (Option 1)	
5	Option 2: Datacentre Service Manager 01APR22 to 31MAR23 (12 Months)	
6	T&S Limit of Liability for Item 6 (Option 2)	
	NOTE: Full requirement is split over 3 financial years for a total of 3 years support. Finance approved from 01/12/19 to 31/03/21, Dates in description field will differ depending on when this contract is placed. Initial contract until 31/3/21 with options to extend.	

Unique Tasking Number	Issue Number & Date	Supplier Reference Number:
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**Task Title:** Technical Support - Datacentre Service Operation

**Brief Description of Task (or see attached detailed Statement of Requirement):**

Specialist Technical Support is required to provide the focal point within ISS SERVICE PERFORMANCE for Data Centre service operations, supporting the ISS SMB Team & ISS SERVICE DELIVERY TEAMS.

The contractor will be required to provide

- Options, evaluations, analysis, assurance reports, process documents and any other technical deliverables deemed necessary.
- Technical support for live datacentre infrastructure services
- Evaluation, delivery and assurance reports pertaining to containerised service solutions providing the MOD with technical assurance that the solutions are fit for purpose and meet both Current Mode of Operation (CMO) and Future Mode of Operation (FMO) service requirements.
- Assurance that data centre environments conform to MOD standards and policies and meet departmental process requirement
- Technical lead for the deployment of Overseas Disaster Recovery nodes.

The Technical Support will be familiar with the MOD standards and guidance. The Technical Support should be qualified to ITIL 3 Expert level

The Technical Support requires SC security clearance.

The Technical Support will be based at MOD Corsham, but other sites need to be visited regularly including but not restricted to Abbey Wood Bristol, MOD Boddington & RAF Brize Norton. Some overseas travel may

be required under Contractors On Deployed Operations (CONDO). **Background/Justification:**

Data Centres (DC) are critical infrastructure delivering business and operational IT Services at Official, Official Sensitive and Secret.

Technical Support is required to maintain infrastructure availability, mitigate service risk, formulate and implement service plans, formulate and implement improvement plans, manage technical security, support ISS service delivery teams and assure technical deliveries (compliance with MOD JSP, best practise and, where applicable British Standards). The in-scope facilities are

- Enterprise level DCs (DC1, DC2, DC3),
- Transportable Data Centres (TDC) x 2 – based at RAF Brize Norton (Overseas Disaster Recovery)
- Op Kipion Containerised DCs (x5)
- CMO DII Bath MAN facility
- Other infrastructure environments that may be transitioned to the role.

#### **Activities to be Undertake:**

Subject Matter Expertise & Technical Support to support SMB team and ISS Service Delivery Teams.

Activities to include

- Data centre management of all 'in scope' environments, including local working directives, access and security, workplace health and safety, infrastructure service risk management, stakeholder management, finance management (both within & outside CP&F).
- Management of Planned Outages and Forward Schedule of Change for each environment. Formulation of Statements of Works as required.
- Managing service and contract review for each environment, including liaison with other governance meetings (SIMM meetings with DIO, JFC Infra, HoE). Formulation of service requirements, bid documentation and bid evaluations where appropriate for existing, new or extended service contracts.
- Formulation of technical tasks and Statements of Need; management of funding transfers to JFC Infra; mapping infrastructure service tasks; progress chasing and technical assurance of Amey delivered work packages; ensuring tasks are delivered in year, at required quality and according to budget.
- Management of DIST369 contract (Transportable & Op Kipion data centres), technical assurance & requirements, liaison with JFCIS Forward in ME and arranging CONDO service visits. Liaison with Purple Gate for overseas consignments of spares.
- Technical management & co-ordination of Overseas Disaster Recovery node deployment.
- Technical management and delivery of continuous service improvement plans and security improvement plans.
- Point of contact for escalation and reporting.
- Development, analysis and assurance of technical options, service requirements and processes that conform to MOD JSP, ITIL V3 and SIAM V8.2 or subsequent releases.
- Delivery of a monthly report that demonstrates
  - progress in the completion of tasks and activities – including but not restricted to the proceedings of team meetings, governance boards, stakeholder meetings, solution reviews, working group minutes

- On demand reviews, assurance of technical and service documentation. ○
- On demand formulation of process and service requirements.

**Deliverables: (insert here or below Key Deliverables template)**

See Key Deliverables template

**Acceptance/Rejection criteria / provisions**

Acceptance:

Rejection:

**Key Project Indicators (KPIs) and Performance Management Requirements** See Key Deliverables Template

**Government Furnished Assets (GFA)** (List all GFA applicable to the task in accordance with DEFCON 611 (Edn 02/16) & 694 (Edn 03/16))

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**Additional Quality Requirements & Standards:**

**See AOF Quality Assurance Website:**

<http://www.aof.dii.r.mil.uk/aofcontent/tactical/toolkit/content/topics/qual.htm>

**Timescale:**

**Commencement Date:** April 3rd, 2020

**Delivery Date:** : 30<sup>th</sup> November 2022

**Project Manager:**

**Signature:** ██████████

**Date:** 02/03/2020



Task No	MKM Capability Area	Activities to be Undertaken by Supplier	Key Deliverable and Required Delivery Date	List all GFA ( <i>if required</i> )	Acceptance Criteria
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M01 APR20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M01</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking – Spreadsheet/forecast<sub>5</sub></li> </ul>		Certificate Of Acceptance signed by Project Manager
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			<ul style="list-style-type: none"><li>• CIL tasking – DIST369 service</li></ul>		
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			<p>plan</p> <ul style="list-style-type: none"> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres</li> </ul>		
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M02 MAY20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M02</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works</li> </ul>		Certificate Of Acceptance signed by Project Manager
			<p>– review and amend.</p> <ul style="list-style-type: none"> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> </ul>		

			<ul style="list-style-type: none"> <li>• CIL tasking – DIST369 service plan</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres</li> </ul>		
M03 JUN20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M03</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review</li> </ul>	 	Certificate Of Acceptance signed by Project Manager
			<p>spreadsheet</p> <ul style="list-style-type: none"> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> </ul>		

			<ul style="list-style-type: none"> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres</li> </ul>		
M04 JUL20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report</li> </ul>	<div></div> <div></div>	Certificate Of Acceptance signed by Project Manager

			<ul style="list-style-type: none"> <li>• M04</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• DIST369 Successor contract – Prior Information Notice (PIN)</li> <li>•</li> </ul>			
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			CIL tasking – DIST369 service		
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			<p>plan</p> <ul style="list-style-type: none"> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres</li> </ul>		
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M05 AUG20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M05</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works</li> </ul>		Certificate Of Acceptance signed by Project Manager
			<p>– review and amend.</p> <ul style="list-style-type: none"> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> </ul>		

			<ul style="list-style-type: none"> <li>• DIST369 Successor contract – Prior Information Notice (PIN)</li> <li>• CIL tasking – DIST369 service plan</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres</li> </ul>		
M06 SEP20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M06</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security</li> </ul>	<div></div> <div></div>	Certificate Of Acceptance signed by Project Manager

			<p>Improvement Plan Review.</p> <ul style="list-style-type: none"> <li>• ISS Datacentre FOO Review spreadsheet</li> </ul>		
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			<ul style="list-style-type: none"> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• DIST369 Service Review.</li> <li>• DIST369 Successor contract – Bidders conference.</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract</li> </ul>		
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			Amendment milestones		
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			<ul style="list-style-type: none"> <li>Ad hoc live infrastructure service support for in scope data centres.</li> </ul>		
M07 OCT20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>Tech Support Monthly Report M07</li> <li>Data centre infrastructure risk review</li> <li>Data Centre Stakeholders Monthly Report</li> <li>Data Centre Security Improvement Plan Review.</li> <li>ISS Datacentre FOO Review spreadsheet</li> <li>JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>Amey/DIO datacentre progress meeting</li> <li>DIO SIMM meeting</li> <li>Op Kipion Statement of Works – review and amend.</li> <li>CONDO/ Service visit prep</li> <li>TDC Operational Readiness Review</li> </ul>	<div></div> <div></div>	Certificate Of Acceptance signed by Project Manager

			<ul style="list-style-type: none"> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• DIST369 Successor contract – Bid evaluations.</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> </ul> <p>Ad hoc live infrastructure service support for in scope data centres.</p>		
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M08 NOV20		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M08</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress</li> </ul>	<div></div> <div></div>	Certificate Of Acceptance signed by Project Manager
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			<p>meeting</p> <ul style="list-style-type: none"> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• DIST369 Successor contract – Contract Award.</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> </ul> <p>Ad hoc live infrastructure service support for in scope data centres</p>		
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M09 DEC19		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M09</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> </ul>	<div></div> <div></div>	Certificate Of Acceptance signed by Project Manager
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			<ul style="list-style-type: none"> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting.</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• DIST369 Service Review.</li> <li>• CIL tasking – DIST369 service plan</li> <li>• Sign-off – ARK Contract milestones</li> </ul>		
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			<ul style="list-style-type: none"><li>• Sign-off – ATLAS Contract Amendment milestones</li></ul> <p>Ad hoc live infrastructure service</p>		
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			support for in scope data centres.		
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M10 JAN21		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M10</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service</li> </ul>		Certificate Of Acceptance signed by Project Manager
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			<p>plan</p> <ul style="list-style-type: none"> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres.</li> </ul>		
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M11 FEB21		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M11</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works</li> </ul>			Certificate Of Acceptance signed by Project Manager
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			<p>– review and amend.</p> <ul style="list-style-type: none"> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> </ul> <p>Ad hoc live infrastructure service support for in scope data centres.</p>		
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M12 MAR21		Technical Support as described in SOR	<ul style="list-style-type: none"> <li>• Tech Support Monthly Report M12</li> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp;</li> </ul>	<div></div> <div></div>	Certificate Of Acceptance signed by Project Manager
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			DC3 Service Plan. <ul style="list-style-type: none"> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• DIST369 Service Review.</li> <li>• Sign-off – ARK Contract milestones</li> <li>• Sign-off – ATLAS Contract Amendment milestones</li> </ul> Ad hoc live infrastructure service support for in scope data centres.		
13					
14					
15					

**KEY DELIVERABLES TEMPLATE** *(Delete if not used)*

## 2. Order Conditions

All conditions of the framework shall apply as supplemented by the terms selected below. The two sets of conditions become a binding contract at the time of signature on the Schedule.

### Type of Contract

<b>Competitive</b> <b>Competitive Award Criteria</b> <b>Weightings</b>	<input checked="" type="checkbox"/> Most Economically advantageous tender as well as regarding price, delivery etc.  a. Technical – 60% b. Financial – 40% c. Commercial – Pass/Fail
<b>Reverse Auction used?</b>	<input type="checkbox"/>
<b>Single Source</b>	<input type="checkbox"/>

### General Conditions

DEFCON 624 (Edn 04/10) – Use of Asbestos in Arms, Munitions or War Materials	<input type="checkbox"/>	DEFCON 603 (Edn 10/04) – Aircraft Integration and Clearance Procedure	<input type="checkbox"/>
DEFCON 176A (Edn 06/08) - MOD Requirements For Competition In Subcontracting (Non-Competitive Main Contract)	<input type="checkbox"/>	Additional Conditions <i>A sheet is to be attached detailing any conditions that have been added</i>	<input checked="" type="checkbox"/>
DEFCON 514A (Edn 03/16) Failure of Performance under Research and Development Contracts	<input type="checkbox"/>		

### Special Indemnity Conditions

DEFCON 661 (Edn 10/06) – War Risk Indemnity	<input type="checkbox"/>
DEFCON 661A (Edn 05/02) – War Indemnity Risk ( Alternative Version)	<input type="checkbox"/>
DEFCON 684 (Edn 01/04) – Limitation upon Claim in Respect of Aviation Products	<input type="checkbox"/>
DEFCON 638 (Edn 12/08) – Flights Liability and Indemnity	<input type="checkbox"/>

### Pricing Conditions Required

Firm Priced at Outset ( <i>this applies to all tasks other than by exception</i> )	<input checked="" type="checkbox"/>
<p>For single source tasks valued below £5M, the following conditions shall apply:</p> <p>DEFCON 127 (Edn 12/14) – Price Fixing Condition for Contracts of a Lesser Value</p> <p>DEFCON 800 (Edn 12/14) – Qualifying Defence Contract</p> <p>DEFCON 801 (Edn 12/14) – Amendments to Qualifying Defence Contracts – Consolidated Versions.</p> <p>DEFCON 802 (Edn 12/14) – QDC – Open Book on sub-contracts that are not Qualifying</p>	<input type="checkbox"/>

<b>Pricing Conditions Required</b>	
<p>Sub-Contracts.</p> <p>DEFCON 803 (Edn 12/14) – QDC: Disapplication of Protection against Excessive Profits and Losses (PEPL)</p> <p>DEFCON 804 (Edn 12/14) – QDC: Confidentiality of Single Source Contract Regulations Information.</p> <p>DEFCON 811 (Edn 12/14) – Single Source: Profit and Loss sharing on FIRM/FIXED Price Contracts.</p> <p>DEFCON 812 (Edn 04/15) – Single Source Open Book</p> <p>DEFCON 815 (Edn 04/15) – Contract Pricing Statement – Single Source Non-qualifying contracts</p>	<input type="checkbox"/>
Exceptionally, if other than Firm Priced at Outset ( <i>include additional conditions in attachment &amp; complete Appendix 4</i> )	<input type="checkbox"/>

<b>Payment Terms</b> <i>(Use of CP&amp;F and Payment on Completion are the default)</i>			
DEFCON 522 (Edn 18/11/16)	<input checked="" type="checkbox"/>	Milestone/Stage Payments <i>(see DEFCON 649 (Edn 07/99) below)</i>	<input type="checkbox"/>
DEFCON 5J (Edn 03/15) – Unique Identifiers	<input checked="" type="checkbox"/>	DEFCON 649 (Edn 07/99) – Vesting <i>(applicable to Tasks with deliverables where provision has been made for milestone/Stage payments in advance of completion)</i>	<input type="checkbox"/>
DEFCON 129 (Edn 07/08) – Packaging (For Articles other than Ammunition & Explosives)	<input type="checkbox"/>		
OGD Payment Arrangements <i>For tasks placed by other Government departments, please provide full details of the payment procedure to be followed, as an attachment to this tasking form.</i>			<input type="checkbox"/>

<b>Milestone/Stage Payments</b> <i>(Expand table as appropriate)</i>		Due Date	%	Value £k (ex VAT)
Milestone/Stage No	Key Deliverable			
1	• Tech Support Monthly Report M01	30/04/2020	100	

	<ul style="list-style-type: none"> <li>• Data centre infrastructure risk review</li> <li>• Data Centre Stakeholders Monthly Report</li> <li>• Data Centre Security Improvement Plan Review.</li> <li>• ISS Datacentre FOO Review spreadsheet</li> <li>• JFC Infra/DIO/Amey Tasking Spreadsheet/forecast – DC2 &amp; DC3 Service Plan.</li> <li>• Amey/DIO datacentre progress meeting</li> <li>• DIO SIMM meeting</li> <li>• Op Kipion Statement of Works – review and amend.</li> <li>• CONDO/ Service visit prep</li> <li>• TDC Operational Readiness Review</li> <li>• DIST369 Tasking Spreadsheet/forecast</li> <li>• CIL tasking – DIST369 service plan</li> <li>• Sign-off – ARK Contract milestones</li> </ul>			
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	<ul style="list-style-type: none"> <li>• Sign-off – ATLAS Contract Amendment milestones</li> <li>• Ad hoc live infrastructure service support for in scope data centres</li> </ul>			
2	As per Milestone 1	31/05/2020	100	
3	As per Milestone 1	30/06/2020	100	
4	As per Milestone 1	31/07/2020	100	
5	As Per Milestone 1	31/08/2020	100	
6	As Per Milestone 1	30/09/2020	100	
7	As Per Milestone 1	31/10/2020	100	
8	As Per Milestone 1	30/11/2020	100	

9	As Per Milestone 1	31/12/2020	100	
10	As Per Milestone 1	31/01/2020	100	
11	As Per Milestone 1	28/02/2021	100	
12	As Per Milestone 1	31/03/2021	100	
<b>FINAL</b> (Payment should be subject to a reasonable retention based on % of total cost)	Satisfactory delivery of all work under the contract			

### Intellectual Property Rights

Completion of this section is **mandatory**. Select the appropriate condition(s) by ticking the boxes below after consulting FTS/STS Customer Guidance or with DIPR, if appropriate. In the event that no boxes are ticked in this section (Intellectual Property Rights), all intellectual property generated under the Task shall be subject to the terms of DEFCON 703.

DEFCON	Tick	As Applicable	Tasking Order Line Item ( tick as appropriate)
<b><u>If DEFCON 703 does not apply then select either:</u></b>			
DEFCON 705 (Edn 11/02)	<input type="checkbox"/>	All <input type="checkbox"/>	<input type="checkbox"/> The following Item Nos. only (insert below)
<b><u>OR:</u></b>			
DEFCON 14 Edn 11/05, 15 21 ,126 Edn 11/06 & DEFFORM 315	<input type="checkbox"/>	All <input type="checkbox"/>	<input type="checkbox"/> The following Item Nos. only (insert below)
DEFCON 14 Edn 11/05, 16 Edn 10/04, 21 & DEFFORM 315	<input type="checkbox"/>	All <input type="checkbox"/>	<input type="checkbox"/> The following Item Nos. only (insert below)
DEFCON 14 Edn 11/05, 90 Edn 11/06 & 126 Edn 11/06)	<input type="checkbox"/>	All <input type="checkbox"/>	<input type="checkbox"/> The following Item Nos. only (insert below)
DEFCON 14 (Edn 11/05), 91 (Edn 11/06) & 126 (Edn 11/06)	<input type="checkbox"/>	All <input type="checkbox"/>	<input type="checkbox"/> The following Item Nos. only (insert below)
Other, as specified in a special IPR condition to be applied to the Tasking Order	<input type="checkbox"/>	All <input type="checkbox"/>	<input type="checkbox"/> The following Item Nos. only (insert below)
No intellectual property conditions apply (refer to DIPR before ticking this box).			<input checked="" type="checkbox"/>

<b>Issue of Government Stores</b>	
DEFCON 23 (Edn 08/09)* – Special Jigs, Tooling and Test Equipment	<input type="checkbox"/>

<b>Controlled Information</b>	
Issue of Controlled Information ( <i>subject Condition 50 of Schedule 1</i> )	<input type="checkbox"/>
<i>(if ticked then list Controlled Information and attach list to Tasking Form)</i>	

<b>Payment of Customs Duty – select one box only</b>			
DEFCON 619A (Edn 09/97) - Customs Duty Drawback	<input type="checkbox"/>	Issue of Certificate in accordance with EU (Council) Regulation 150/2003	<input type="checkbox"/>

<b>Progress Reports</b>					
If ticked, progress reports must utilise the current version of DRRS Format Standards for Scientific and Technical Reports Prepared for the United Kingdom Ministry of Defence.	<input type="checkbox"/>	DEFCON 642 (Edn 06/14) – Progress Meetings	<input checked="" type="checkbox"/>	Frequency required	
Brief Description					

<b>Transport – select one box only</b>			
DEFCON 621A (Edn 06/97) – Transport (if the Authority is responsible for transport)	<input type="checkbox"/>	DEFCON 621B (Edn 10/04) – Transport (if the Contractor is responsible for transport)	<input type="checkbox"/>

<b>Quality Assurance Conditions</b>			
According to the product or scope of the work to be carried out, the Contractor shall meet the requirements of:			
AQAP 2110 – NATO Quality Assurance Requirements for Design, Development and Production			<input type="checkbox"/>
<b>Deliverable Quality Plan requirements</b>			
DEFCON 602A (Edn 12/06) - Quality Assurance with Quality Plan	<input type="checkbox"/>	DEFCON 602B (Edn 12/06) - Quality Assurance without Quality Plan	<input checked="" type="checkbox"/>
AQAP 2105 – NATO Requirements for Delivering Quality Plans			<input type="checkbox"/>
<b>Software Quality Assurance requirements</b>			
AQAP 2210 – NATO Supplementary Software Quality Assurance Requirements to AQAP 2110			<input type="checkbox"/>
<b>Air Environment Quality Assurance requirements</b>			

Def. Stan. 05-100 – Ministry of Defence Requirements for Certification of Aircraft for Authorised Flight and Ground Running (Mandatory where flying and/or ground running of issued aircraft is a requirement of the Task)	<input type="checkbox"/>
Relevant MAA Regulatory Publications ( <i>See attachment for details</i> )	<input type="checkbox"/>
Additional Quality Requirements ( <i>See attachment for details</i> )	<input type="checkbox"/>

### Warranty

Express Warranty ( <i>See attachment for details</i> )	<input type="checkbox"/>	Warranty – remedies implied by general law	<input checked="" type="checkbox"/>
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### Security

DEFCON 659A ( <i>Edn 11/14</i> ) – Security Measures	<input type="checkbox"/>
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### Additional DEFCON

DEFCON 658 ( <i>Ed 10/17</i> ) – Cyber	<input checked="" type="checkbox"/>
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## 3. Price

TOTAL CONTRACT PRICE	TYPE OF PRICING
£117,112	Firm Priced

## 4. Authority Tasking Order Commercial Officer Authorisation

Name  Position  Signature  Date	Telephone Number
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## 5. Acknowledgement by supplier

Name	
Position	
Signature	
Date	Telephone Number

## 6. Record of Authorised Changes

CHANGE ISSUE NUMBER	DATE OF ISSUE	COMMENTS / REASON FOR CHANGE

## 7. Final Administration

On receipt of the tasking acknowledgement from the Contractor, the **Authority's Commercial Manager (who placed the task)** must send a copy of the acknowledged final tasking order form together with a completed DEFFORM 57 AND DEFFORM 111 (Edn 07/12) to:

[Redacted]

For OGDs Only

A copy of the acknowledged final tasking form must be sent by the **Authority's Commercial Manager (who placed the task)** and by the Contractor electronically to the FATS Team at the following address:

[Redacted]



## Appendix 2 to Schedule 3 (Confidentiality Agreement)

The provisions of this Clause are supplemental to DEFCON 531

1. Both DEFCON 531 and the provisions of this Clause apply to:
  - (A) This Tasking;
  - (B) Any Information disclosed by either party prior to the issue of a draft Tasking and in contemplation of Work being placed by the Authority under a Tasking; and
  - (C) Any Tasking placed under this Agreement, provided that Information provided to a party for the purpose of Tendering for a Tasking shall only be used for that Tendering purpose, and Information provided to a party for performing a Task placed on it under this Agreement shall only be used for the performance of that Task.
  
2. Subject to its requirements of continued access to Information necessary to exercise its rights of disclosure and use hereunder including under any Tasking Order, and to the obligations set out herein in respect of any Controlled Information (Definition in Clause 42 Schedule 1), the recipient of any Information shall:
  - (A) Upon the expiry or termination of the Agreement; or
  - (B) Upon the expiry or termination of any Tasking Order (for the purposes of which Information is disclosed); or
  - (C) If the Authority decides not to proceed with the issue of a Tasking Order (for the purposes of which Information is disclosed),

in accordance with any reasonable directions given and/or a reasonable request made by the other party promptly:

  - (1) Return to the other party the Information and all copies thereof; or
  - (2) Take such other measures in respect of the Information and all copies thereof as may be required elsewhere in the Tasking Order.
  
3. The provisions of DEFCON 531 and of this Clause shall survive the expiry or termination of the Agreement or any Tasking Order in accordance with 2(A) or 2(B) or the decision not to proceed in accordance with 2(C).

## Appendix 3 to Schedule 3 (Price Summary)

*Supplier price summary: To be completed by the supplier in support of a quotation provided in response to an ITT for the requirement captured on the above Draft Tasking Order Form. Rates used shall be on accordance with the provisions of Clauses 13-14 of Schedule 1.*

1. To:

2. From:

Date of submission:

In response to your request for a quotation

reference FTS5/

Dated

\*The work can be undertaken and our detailed response is attached. ☐

\*We are unable to provide the resources/deliverables identified on this occasion. ☐

(\* Check box as appropriate)

Signed:

Name: (Block Capitals)

Date:

2. Task title):

3. Unique Reference Number:

4. Start Date:

Completion Date:

5a. Quotation

Broad Capability Area No.	Grade	Hourly rate quoted at ITT	Hourly rate quoted for this task	Reduction on original ITT rate	No of Hours	Total
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5b. Travel

Unit cost

Number of  
Journeys / Miles

Total

Rail  
Motor Mileage £ (inc VAT)  
(max price per mile)  
Air  
Sea

5c. Subsistence  
Estimated expenditure on:

Unit cost

Number of  
Night/Days

Total

Accommodation

Meals

Misc (please state below)

The above T&S costs relate to the period to

**Sub-contractor Price**

5d.Other  
Costs

Sub-Contractor Details

Materials

Other (Please provide details  
below)

Description

Cost

(excl. VAT)

Total Price



