

Statement of Requirement (SoR)

Purpose

This document is for new Extra-Mural (EMR) Contracts. Use the Redacted under FOIA Section 43 – Commercial Interest

Redacted under FOIA Section 43 – Commercial Interest page on WikiD when filling out this SoR and a supporting RCA. Please seek assistance if desired from Redacted under FOIA Section 43 or your Divisional Procurement Representative.

This document is supplier facing and the RCA is an internal document. Please delete non-essential grey text before issuing externally/ to suppliers.

Reference Number	Once iCAS requisition number obtained, enter here
Version Number	0.1
Date	22/11/2023

1.	Requirement
1.1	Title
	360 screen maintenance and repair requisition - Igloo
1.2	Summary

	<p>The Igloo is an immersive display system - 5 HD projectors, edge matched and blended, provide a continuous 360 degree display environment on the inside of a cylinder or cube.</p> <p>The 6x6m Igloo when originally purchased/given to Dstl was put temporarily into the old <small>Redacted under FOIA Section 40 – Personal i</small>, while estates tried to find a suitable room onsite for it to be put in permanently. Unfortunately due to the size of it, the <small>Redacted under FOIA Section 40 – Personal i</small> is only room suitable so they have agreed to re-fit the room to fit our requirements.</p> <p>In order for this to happen we need to get Igloo in to dismantle it in time for the works to start, and when the room re-fit work has been completed to come back and re-assemble the Igloo. We also need them to deliver a new media player as one has proven not enough for our work, and we have also asked for re-request of their annual support.</p> <p>We have a few projects interested in use of the igloo but until it is back up and running they cannot include the use of it within their contract/deliverables.</p>
1.3	Background
	<p>The 6m cylinder at <small>Redacted unde</small> has come from the Land Systems Reference Centre at <small>Redacted under FOIA Secti</small>, it was bought 2 years ago to support the work of the Land Enhanced C2 Spearhead project - they had finished with it & offered it to other parts of MOD for reuse; Dstl was selected as the recipient, as it was felt that we would provide the best ongoing benefit to Defence. It has been transferred to Dstl ownership, free of charge, but there are ongoing maintenance & support costs.</p> <p>Igloo are the company that this item came from, they have knowledge of what is required of the work as were previously originally involved in the delivery and assembly of the 6x6 Igloo when it first came to Dstl <small>Redacted under FOIA</small>. This is a repeat request for them, compared to other suppliers who have no background knowledge of what is needed.</p>
1.4	Requirement

	<p>There are four parts to this requirement -</p> <p>Part 1 : Dismantling of the 6x6m Igloo</p> <p>This is our number one requirement as we need to have the igloo taken down in time for when the works are due to start. Igloo have the professional knowledge of the igloo and have the training to dismantle it without damage to the equipment. The room works ate looking to commence in the early new year, so we are aiming to book in the dismantling sometime in January 2024.</p> <p>Part 2 : Delivery of the Media player</p> <p>Igloo have agreed they can deliver the new media player at the same time as when they come to dismantling saving on having to pay for a separate delivery cost. January 2024.</p> <p>Part 3 : Reinstallation of the 6x6m Igloo</p> <p>Once works in the room have been completed, we need Igloo to come back to site to re-install the igloo in the room. This will depend on the internal delivery/completion of the room works by Dstl estates, schedule of works is yet to be released but originally it was looking at 10 weeks till completed. So could possibly be finished by March/April 2024</p> <p>Part 4 : Annual Support.</p> <p>Once up and running we need to have annual support from Igloo for any future issues or queries we have.</p>
1.5	Options or follow on work <i>(if none, write 'Not applicable')</i>
	Not Applicable

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***Technology Readiness Level required**

Notes- IPR should be inserted / checked by commercial staff before sharing with the supplier(s) to ensure accuracy.

1.7	Standard Deliverable Acceptance Criteria
	As per SC1A MOD Terms and Conditions
1.8	Specific Deliverable Acceptance Criteria
	<p>D 2 - 4 will be received at <small>Redacted under FOIA Sec</small> by the Technical Lead <small>Redacted under FOIA Sec</small> and <small>Redacted under</small> for the area <small>Redacted under FOIA Section 40 – Personal</small>. The Igloo will be physically inspected for any potential damage, or issues. Testing of the Igloo will be completed to check media player, and calibration of projectors. Acceptance will take place when the re-installation of the igloo has been completed (March/April: depending on estates completion of the room).</p> <p>D – 1 will be accepted when all igloo items are safely and securely packaged in the area designated on the <small>Redacted under FOIA Section 40 – Personal information</small>. This will be received/accepted by <small>Redacted under FOIA Section 40</small></p>

2.	Quality Control and Assurance
2.1	Quality Control and Quality Assurance processes and standards that must be met by the contractor
	<p><input checked="" type="checkbox"/> ISO9001 (Quality Management Systems)</p> <p><input type="checkbox"/> ISO14001 (Environment Management Systems)</p> <p><input type="checkbox"/> ISO12207 (Systems and software engineering — software life cycle)</p> <p><input type="checkbox"/> TickITPlus (Integrated approach to software and IT development)</p> <p><input type="checkbox"/> Other: (Please specify below)</p>
2.2	Safety, Environmental, Social, Ethical, Regulatory or Legislative aspects of the requirement

	<p>A risk assessment will be produced and maintained to covering all aspects of the works included in the room. Igloo will also need to provide their own risk assessment as previously done.</p>
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3. Security

Redacted under FOIA Section 26 - Defence

3.2 Security Aspects Letter (SAL)

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3.3 Cyber Risk Level

Redacted under FOIA Section 26 - Defence

3.4 Cyber Risk Assessment (RA) Reference

Redacted under FOIA Section 26 - Defence

4. Government Furnished Assets (GFA)

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GFA No.	Unique Identifier/ Serial No	Description: <i>Classification, type of GFA (GFE for equipment for example), previous MOD</i>	Available Date	Issued by	Return Date or Disposal Date (T0+)
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		<i>Contracts and link to deliverables</i>			<i>Please specify which</i>
GFA-1					

5. Proposal Evaluation criteria	
5.1	Technical Evaluation Criteria
	<p>The proposal will be evaluated against a pass/fail basis.</p> <p>The supplier must provide a proposal outlining they are able to carry out the following maintenance and repair work (please see below) and a brief description must be provided of how each service will be carried out :</p> <ul style="list-style-type: none"> • Dismantling of the 6x6m Igloo • Delivery of the Media player • Reinstallation of the 6x6m Igloo • Annual Support

Commercial Evaluation Criteria (Please see page below)

The suppliers proposal shall be evaluated on a pass/fail basis against the following criteria:

Has the supplier confirmed they can provide the deliverables by the dates given in section 1.6

Has the supplier accepted the SC1A MOD terms and conditions

Has the supplier provided a firm price for the deliverables

Has the supplier given a full cost breakdown for the deliverables

Has the supplier outlined the risks, assumptions and mitigations associated with this task

The Authority shall evaluate the contract pricing on the basis of the NAPNOC principle (No Acceptable Price, No Contract). The Authority reserves the right to not enter into any contract that is unacceptably priced or unaffordable.