

ANNEX D - TASKING FORM**Tasking Form Part 1:** *(to be completed by the Project Manager for the Task)*

To: BAE Systems (Operations) Ltd REDACTED UNDER FOIA SECTION 43 - COMMERCIAL INTEREST		From: Dstl	
REQUIREMENT			
Task Title:	HS 2.011 RAS MEDEVAC	Task Number:	HS 2.011
Proposal Required by:	22 Jan 22	New Task ☒	Change ☐
Required Start Date:	ASAP	Required End Date:	MAR 2023
Requisition No:	1000169950	Indicative Budget (by year): (if disclosing by exception)	FY 22/23 - £150K

Project Manager (name, email & telephone)	REDACTED UNDER FOIA SECTION 40 - PERSONAL INFORMATION				
Technical Lead: (name, email & telephone)	REDACTED UNDER FOIA SECTION 40 - PERSONAL INFORMATION				
Commercial Contact: (name, email & telephone)	REDACTED UNDER FOIA SECTION 40 - PERSONAL INFORMATION				
Division	Ex Div	Programme	PCES	Project No.	PJ100665

TASK DESCRIPTION AND SPECIFICATION – See attached SOR	
Is this an Urgent Operational Requirement? If yes, provide UOR reference number provided by your customer, otherwise write NO.	No

INNOVATION - This is to encourage innovative solutions through procurement.	
Will you accept innovative tenders?	Yes
Will you accept variant bids?	Yes

Capability Research Area(s):	Personnel Training and Education Humans in Systems Human Performance ☒ Understanding and Influencing Human Behaviour Health, Well-being & Enhancing Medical Systems and Capabilities ☒
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Task Pricing

Firm Price ☒ Ascertained Cost

Target Cost Incentivised Fee ☐ Other ☐ please specify

Firm Pricing shall be in accordance with DEFCON 127 or DEFCON 643

Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802

Task IP Conditions :

Task IP Conditions (Follow the REDACTED UND 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 ☒ DEFCON 703 requested under Special Circumstance C & G of Clause 16 of MOD Guidelines for Industry No 10 October 2007	Vests ownership with the Authority,
DEFCON 705 ☐	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* ☐ , 15* ☐ , 16* ☐ , 90* ☐ , 91* ☐ , 126* ☐	Generally only suitable for deliverables at TRL 6 and above.
BESPOKE IP Clause ☐ *	Details to be added and agreed by IP Group
* Do not use without IPG advice and approval	

Quality Assurance

DEFCON 602A (with a Deliverable Quality Plan) ☐ or DEFCON 602B (without a Deliverable Quality Plan) ☐

Task to be completed under

DEFCON 621A (Authority Responsible for Transport) ☐ or DEFCON 621B (Contractor Responsible for Transport) ☐

DEFCON 76 (Contractor's Personnel At Government Establishments) ☐
 (not required where attendance is only for meetings)

Other DEFCONS Task to be completed under (enter as appropriate):

DELIVERABLES – See attached SOR			
Deliverable: Acceptance / Rejection Criteria (30 calendar days unless agreed otherwise) DEFCON 524 ☒ Rejection 30 days DEFCON 525 ☒ Acceptance 30 days			
ISSUE OF EQUIPMENT/MATERIAL/INFORMATION – See attached SOR			
QUALITY STANDARDS (Define the applicable Allied Quality Assurance Publications (AQAPs) and Defence Standards (Def Stans)). See attached SOR			
SECURITY CLASSIFICATION OF THE WORK REDACTED UNDER FOIA SECTION 26 - DEFENCE			
Level of Security Clearance required to carry out the work:		REDACTED UNDER FOIA SECTION 26 - DEFENCE	
PRIORITY AND COMPETITION (Competition duration is typically 7 to 9 weeks until Contract Award) Task is to be: Competed ☒ Bidders have 8 weeks or proposal submission Priority Task ☐ Bidders have weeks for proposal submission (approval DHPM ¹) Single Source ☐ Bidders have weeks for proposal submission (approval DPR ²) [Enter supplier details below]			
Supplier Name	Click here to enter text.	Contact Name	Click here to enter text.
Supplier Address	Click here to enter text.	Contact Email	Click here to enter text.
		Contact Telephone	Click here to enter text.

Limitation of Contractors Liability Risk: (see attached SOR and Risk Assessment for more detail) Risk Assessment Process: Demanders are required to complete a risk assessment tool that will look at the direct and indirect risks associated with their requirement. Performing this assessment before submitting the Task to BAE prevents delays post receipt of proposal, which can add circa 4 weeks to the time to award. The risk assessment tool can be found at the following address: Add Address Each risk must be assessed in turn and a score for that risk entered in to the spreadsheet. A completed copy of the risk assessment must be attached to this Tasking Form & SOR when submitting to BAE. A copy must also be placed on ICAS with the requisition		
Direct Risk:	REDACTED UNDER FOIA SECTION 43 - COMW	In the event that a risk is scored as “Green” or “Yellow” the risk will be capped at pre-agreed limits of liability and demanders may continue with the submission of their requirement to BAE.

¹ Division HSSRC Project Manager (DHPM) approval required for priority tasks to HSSRC framework.
² Division Procurement Representative approval is required for Directed tasks.

		In the event that a risk is identified as “Amber” or “Red” demanders should discuss their requirement with their Commercial POC before the Task is submitted to BAE.
Indirect/Consequential Risk	REDACTED UNDER FOIA SECTION 43 - COMMER	In the event that the risk is “Excluded” demanders may continue with the submission of their requirement to BAE. In the event that the risk is identified as “Included” demanders should discuss their requirement with their Commercial POC before the Task is submitted to BAE.

Any Task placed as a result of your quotation will be subject to the Terms and Conditions of Framework agreement Number DSTL/AGR/01035/01

To the best of the Authority’s knowledge and belief any materiel provided is not positively listed on the ITAR US Munitions list or the EAR Commerce Control List, if the Authority becomes aware of any change that may affect the export control classification of the materiel then the Contractor will be informed in writing.

Tasking Form Part 2: (To be completed by the Contractor – Parts 2a and 2b (Cost breakdown included within Annex A) to be viewed by the Authority's Commercial Officer, Part 2a only to be forwarded to the Project Manager for the Task)

Proposal ref & version:	HS 2.011 RAS MEDEVAC v1	Tasking Form Part 2a
To: REDACTED UNDER FOIA SECTION 40 - PERSONAL INFO FAO: REDACTED UNDER FOIA SECTION 40 - PERSONAL INFORMATION Dstl Portsmouth West Grenville Building East Court, C126, iSAT B Fareham Hants, PO17 6AD		From: BAE Systems (Operations) Ltd Alvington Yeovil BA22 8UZ
Cost breakdown Firm Price Quotation (ex-VAT) of £168,529.35 is submitted and summarised in Part 2a for Task ref: HS 2.011 RAS MEDEVAC Requisition No: 1000169950 A full commercial cost breakdown is provided as per separate Appendix A (issued to the Authority's commercial representative only).		
Start Date: 22/06/2022 End Date: 30/06/2023 Signed on behalf of the Contractor: Name: Date: REDACTED UNDER FOIA SECTION 43 - COMMERCIAL INTEREST		

Request for Limitation of Liability
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The Authority has performed a review of the risk profile for this Task and the proposed limitation of contractor's liability is summarised in Part 2 of this Tasking Form and detailed in the Statement of Requirement and Risk Assessment Tool. If required to do so by the risk assessment, or the Contractor believes that the risk profile is incorrect, they should complete Part 3 of the Tasking Form providing details of the identified risk, the mitigations in place, and the revised limitation of contractors liability requested.
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Tasking Form Part 3: *(To be completed by the Contractor if required)*

Task Title:	HS 2.011 RAS MEDEVAC			
Task Number:	HS 2.011			
Requisition No:	1000169950			
Proposal ref:	HS 2.011 Firm Price Revalidated Proposal			
	Revision No:	1	Dated:	17/06/2022

Tasking Form Part 4:

1. Offer of Contract: <i>(to be completed by the Authority's Commercial Officer or Contract Manager and copied to the Authority's Project Manager for the Task)</i>		
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
Counter-Offer including Commercial comments and clarifications to proposal. If any mutually agreed changes are made to the milestone plan in Part B, please change the font to RED and draw attention to them in the box below.		
REDACTED UNDER FOIA SECTION 43 - COMMERCIAL INTEREST		
Vendor Agreement Number: (if applicable)		DSTL/AGR/01035/01
Purchase Order Number:		DSTL0000004920
Requisition No:		RQ0000012100
Signature:		REDACTED UNDER FOIA SECTION 40 - PERSONAL INFORMATION
Date:		24/06/2022
<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>		

2. Unqualified Acceptance of Offer: <i>(to be completed by the Contractor and returned to the Authority's Contract Manager)</i>		
Contractor's 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
Position in Company:		Commercial Officer
Signature:		REDACTED UNDER FOIA SECTION 40 - PERSONAL INFORMATION
Date:		27/06/2022
<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>		