

Statement of Requirement (SoR)

Purpose

This document is for new Extra-Mural (EMR) Contracts. Use the 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 26 - DEFENCE 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	RQ0000013413
Version Number	1.9
Date	23/06/2022

1.	Requirement
1.1	Title
	2 x interactive PDFs
1.2	Summary
	<p>Interactive PDF versions of two existing documents are required. The following are the subject areas for each:</p> <ul style="list-style-type: none">(1) Navigating the Rapids – a document looking at several connected future scenarios produced by <small>REDACTED UNDER FOIA SECTION 26 - DEFENCE</small>(2) Handiwork Workshop output – the output from a workshop looking at a range of emerging technologies.
1.3	Background

	<p>We would like to produce interactive PDFs that looks engaging and which readers will be able to click on to navigate around the document and interact in various ways. The idea is to demonstrate that such a product would be an engaging way for the outputs from the programme to be communicated.</p> <p>NOTE: Appendix A of the Handiwork Workshop Output document contains OS material, but this isn't necessary for this deliverable so has been redacted in the version to be provided to the supplier, keeping the classification as O.</p>
1.4	Requirement
	<p>Two different interactive PDFs to be produced, one with the following subject matter:</p> <p>(1) Navigating the Rapids – a document looking at several connected future scenarios produced by REDACTED UNDER FOIA SECT</p> <p>... and another with the following subject matter:</p> <p>(2) Handiwork Workshop output – the output from a workshop looking at a range of emerging technologies.</p> <p>Using the information provided within two documents REDACTED UNDER FOIA SECTION 43 - COMMERCIAL INTEREST</p> <p>by Dstl, the content will be used and converted into a separate, interactive format for each subject, containing links to click through to related areas of information elsewhere within the document.</p> <p>A preliminary PDF has already been generated for the first subject matter to determine the requirements for this piece of work.</p>
1.5	Options or follow on work <i>(if none, write 'Not applicable')</i>
	Not applicable.

1.6	Deliverables & Intellectual Property Rights (IPR)						
Ref.	Title	Due by	Format	TRL*	Expected classification (subject to change)	What information is required in the deliverable	IPR DEFCON/ Condition (Commercial to enter later)

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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
	That the delivered documents meet and address the stated requirements; that the system provides the required results in a technically sound manner.
1.8	Specific Deliverable Acceptance Criteria
	That the terms and features provided in the proposal are fully implemented from the start of the contract.

2.	Quality Control and Assurance
2.1	Quality Control and Quality Assurance processes and standards that must be met by the contractor
	<input checked="" type="checkbox"/> ISO9001 (Quality Management Systems) <input type="checkbox"/> ISO14001 (Environment Management Systems) <input type="checkbox"/> ISO12207 (Systems and software engineering — software life cycle) <input type="checkbox"/> TickITPlus (Integrated approach to software and IT development) <input type="checkbox"/> Other: (Please specify below)
2.2	Safety, Environmental, Social, Ethical, Regulatory or Legislative aspects of the requirement
	REDACTED UNDER FOIA SECTION 26 - DEFENCE

3.	Security	
3.1	Highest security classification	
	Of the work	REDACTED UNDER FOIA SECTION 26 - DEFENCE
	Of the Deliverables/ Output	REDACTED UNDER FOIA SECTION 26 - DEFENCE
3.2	Security Aspects Letter (SAL)	
REDACTED UNDER FOIA SECTION 26 -DEFENCE		
3.3	Cyber Risk Level	
REDACTED UNDER FOIA SECTION 26 - DEFENCE		
3.4	Cyber Risk Assessment (RA) Reference	
REDACTED UNDER FOIA SECTION 26 - DEFENCE		
REDACTED UNDER FOIA SECTION 43 - COMMERCIAL INTEREST		

4.	Government Furnished Assets (GFA)				
GFA to be Issued - Yes					
<i>If 'yes' – add details below. If 'supplier to specify' or 'no,' delete all cells below.</i>					
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+)

		<i>Contracts and link to deliverables</i>			<i>Please specify which</i>
REDACTED UNDER FOIA SECTION 26 - DEFENCE					

5.	Proposal Evaluation criteria
5.1	Technical Evaluation Criteria
	The final PDFs will be assessed against the SOR section 1.4 on a pass/fail basis.
5.2	Commercial Evaluation Criteria
	<p>The suppliers proposal shall be evaluated on a pass/fail basis against the following criteria:</p> <p>Has the supplier accepted the terms and conditions</p> <p>Has the supplier complied with the security requirements</p> <p>Has the supplier submitted its price for the deliverables</p> <p>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.</p>