

**Statement of Requirement (SOR) -
711987454 Op CABRIT Adventurous Training**

Introduction

Purpose

The Army requires an established Adventurous Training (AT) contract under which AT can be delivered to UK service personnel (SP) by an assured provider in Estonia on an enduring basis.

Background

Currently, a number of service personnel rotate through Operation CABRIT, on OCE, as Individual Augmentees (IAs) and as part of formed unit fills, on six-to-twenty-four-month deployments. 3 UK Div has ordered that a large percentage of the workforce undertake AT during their deployment to Op CABRIT. This quantity of personnel would significantly overmatch the current JSATFA process required to assure Army AT unless a delivery contract is in place. As such a formal contract must be established to allow the delivery of AT in Estonia on Operation CABRIT.

The new contract maintains the compliance with the AATG and assurance mechanism of AGAI 7.

Objectives

The objective of the contract is to be able to assure and facilitate, five-day, qualification gaining, AT (Sea Kayaking (SK), Mountain Biking (MTB), Skiing (SKI), Canoeing (CANOE)) for 100% of the Op CABRIT SP in the 24/25 financial year.

Scope, Output & Deliverables

The AT package should initially include (but not necessarily be limited too):

Seasonal Delivery

- SK will be delivered Mid May - Mid Sept annually.
- SKI will be delivered beginning of Dec to the end of Mar annually.
- MTB / Fat Biking will be delivered Mid Mar to Mid Nov annually.
- CANOE will be delivered Mid Mar to Mid May and Mid Sept to beginning of Dec

Summer Delivery Periods / Packets

Dates for numerous Adventurous Training activities will be coordinated between the Authority and the Supplier, activities will be specific to the summer period (Mountain Biking and Kayaking).

Winter Delivery Periods / Packets

Dates for numerous Adventurous Training activities will be agreed on contract award, activities will be specific to the winter period (Mountain Biking, Canoeing and Skiing).

Attendance Per Period / Packet

- Driven by an instructional ration of 6:1 and the varying efficiencies of a minimum of 12 personnel (accommodation, transport, etc) AT will be delivered for multiples of 12 SP.
- Four packets must be delivered per period to facilitate AT for 48 pax per period.

Assurance

- Accommodations will be made to facilitate; local assurance by eFPC DCOS / SO2 J7, 1st Party Lines of Defence Assurance conducted by the 3UKXX-PERS-PD-OPS-SMI on behalf of the BG ARO. 1 LODA visits should be conducted bi-annually to cover the summer and winter AT packages. An assurance report must be written on each occasion and shared with the CoC and HQ AATG, and 2nd Party Lines of Defence Assurance (2LoDA), conducted by the AATG SO2 Assurance on behalf of 3UKXX to ensure any risk is ALARP, the training provided is safe, in accordance with policy and current good practice. 2 LoDA should be conducted annually following a 3UKXX request to COS AATG.
- All equipment must be maintained to the equivalent British standard.

Insurance

- All activities must be insured by the provider with third party liability insurance maintained to a minimum of £5million.
- Copies of insurance certificates must be made available to 1/2LoDA inspecting personnel on requires.

Qualification

- Each AT package must be mappable to a civilian or Defence foundation AT qualification.
- Mapping is to be undertaken SO2 Assurance Army Adventurous Training Group.
- Completion of institution or awarding body paperwork and supporting logbooks or other required evidence must be provided by the provider to ensure qualifications can be awarded.

Requirements

ADVENTUROUS TRAINING DISCIPLINES

Mountain Biking

- **Activity:** Five-day Mountain bike adventure training in Jõulumäe Sports Center.
- **Environment:** Jõulumäe Matkarada 14.3-km loop trail near Leina, Pärnu is a Cross country trail generally considered a moderately challenging route, it takes an average of 4 hrs to complete. This is a popular trail for hiking, mountain biking, and running, but you can still enjoy some solitude during quieter times of day. Multitude of unmarked Cross country biking trails in vicinity from easy to moderate challenging routes.

- **Instructors / Staff:** JSAT: Mountain Bike Leader Training, or Civilian, either; British Cycling, Level 2, Mountain Bike Coaching United Kingdom, Technical Trail Leader, or Mountain Bike Instructor Award Scheme, Level 2.
- **Primary Location:** Luitemaa nature protection area with coastal dunes and double track cross country trails. Pärnu, SW Estonia.
- **Secondary location:** Haanja Landscape Protection Area in the SE of Estonia, and / or Võru county with a multitude of mountain biking trail.
- **Accommodation:** Four person cabins at Jõulumäe Sports Center, Leina village, Pärnu County or equivalent. An aspiration that this becomes a 'trek' circular or linear with difference locations each night.
- **Feeding:** All meals included in the package.
- **Transport:** quote includes needed costs for daily transport and equipment logistics during the activity. Transport cost from barracks to activity and off the activity are not included in the quote.

Sea Kayaking

- **Activity:** Five-day Sea kayaking adventure training in a sheltered to moderate water environment.
- **Environment:**
 - **Sheltered water.** Ungraded sections of slow-moving rivers where the group could paddle upstream against the flow (not involving the shooting of, or playing on, weirs or running rapids). Areas of open water (e.g., lakes and lochs) where the paddlers are no more than 200 metres offshore and the wind strength does not exceed Beaufort force 3, avoiding the group being swept/blown out of the safe working area. Slow moving estuaries (less than 0.5 Knots) such as all enclosed bays, enclosed harbours where there is minimal possibility of being blown offshore, defined beaches with easy places to land throughout, no tide races, overfalls, or surf. The definition implies normal conditions and care is advised when water and air temperatures are low.
 - **Sea.** A stretch of coastline with some areas where it is not easy to land but there will always be straight forward land points a maximum of two nautical miles apart. Crossings not exceeding two nautical miles. Up to 2 Knots of tide (but not involving tide race or overfalls). Wind strengths do not exceed Beaufort force 4. Launching and landing through surf (up to 1 metre, trough to crest height).
 - **Surf.** Sections of sandy beaches free from significant hazards (e.g., rocks and strong rips) and easy access. Gentle, sloping, and spilling waves, preferably peeling. Not pitching or dumping. Wave height should be no more than double overhead when seated in a kayak in the trough of the wave (head high for a stand-up surfer).
- **Instructors / Staff:** JSAT: Sea Kayak 4* Leader (S4L), or Civilian: British canoeing Awarding Body, Sea Kayak leader (tidal and non-tidal) with sea kayak coach (moderate water).
- **Location:** Pärnu bay including Kihnu, Sorgu and Manija islets, SW Estonia.

- **Accommodation:** four person cabins at Sea Kayaking Estonia Basecamp, Soomaa National Park, Pärnu county, Estonia and / or Riida farm, Manija Island and / or Kihnu sadama öömaja, Lemsi village, Kihnu island.
- **Feeding:** Where meals are not included, the opportunity to purchase (CILOR) / cook food, and the facilities to do so, must be provided.
- **Transport:** quote includes needed costs for daily transport and equipment logistics during the activity. Transport cost from barracks to activity and off the activity are not included in the quote.

Canoeing

- **Activity:** Five-day Canoeing adventure training in a sheltered water environment.
- **Environment:**
- **Sheltered water.** Ungraded sections of slow-moving rivers where the group could paddle upstream against the flow (not involving the shooting of, or playing on, weirs or running rapids). Areas of open water (e.g., lakes and lochs) where the paddlers are no more than 200 metres offshore and the wind strength does not exceed Beaufort force 3, avoiding the group being swept/blown out of the safe working area. The definition implies normal conditions and care is advised when water and air temperatures are low.
- **Instructors / Staff:** JSAT: Canoe 4* Leader (C4L), or Civilian: British canoeing Awarding Body, Canoe leader (tidal and non-tidal) with Canoe and Kayak coach (sheltered water).
- **Location:** Soomaa national Park, SW Estonia.
- **Accommodation:** four person cabins at Soomaa puhkeküla or Sea Kayaking Estonia Basecamp, Soomaa National Park, Pärnu county, Estonia.
- **Feeding:** All meals included.
- **Transport:** quote includes needed costs for daily transport and equipment logistics during the activity. Transport cost from barracks to activity and off the activity are not included in the quote.

Skiing

- **Activity:** Five days of Nordic and alpine skiing skills at Haanja Nature Park.
- **Environment:** More than 50 km of cross-country skiing tracks, endless possibilities for ski touring either on official tracks or off piste, Kütioru Alpine Skiing center with five slopes.
- **Instructors / Staff:** JSAT; Alpine: Ski Leader 1 (SL1) / Nordic: Nordic Leader 1 (NL1), or Civilian qualifications; either British Association of Snowsports Instructor, Level 2 Nordic or Alpine or Estonian ESSIA Level C qualification.

- **Location.** Haanja Nature Park is well established skiing destination including cross county, ski touring and alpine skiing possibilities. Haanja, Võru county, SE Estonia.
- **Accommodation.** 2-4 person cabins with shower and WC at Kurgjärve Sports Center, Haanja village, Võru County.
- **Meals.** Where breakfasts and dinners are included there must be an opportunity to purchase / cook lunch with facilities provided.
 - **Transport.** quote includes needed costs for daily transport and equipment logistics during the activity. Transport cost from barracks to activity and off the activity are not included in the quote.

Milestones

Other considerations with regards to deliverables & milestones include:

- The contract duration will be 12 months.
- There will be Two Options for an additional 12 months each and the Authority may enact these by Contract Amendment no later than two months prior to the expiry of the first year.
- Invoices will be provided by the supplier to the Authority on a monthly basis and, upon acceptance, payment will be made within fourteen calendar days against each invoice.
- Invoices will be provided by the Supplier in advance for Accommodation and Food and after successful completion for the packets.
- Acceptance of each packet will be confirmed by 5RIFLES-HQCOY-APTC-SSI (the coordinating role at Brigade level)
- Service review meetings will be run ad-hoc, on request from the supplier or Authority.
- The cost of transport outside of the above provision will be borne by the Authority.

Government Furnished Supplies

No equipment or supplies need to be provided to facilitate the Adventurous Training. The Authority will provide information on personnel attending Adventurous Training including pickup locations, dates and times.

Payment

The supplier will be paid via CP&F/Exostar on a monthly basis as per invoices received by the Authority from the supplier.

Contract management arrangements

Six monthly meetings will be held with the supplier to review progress and address any issues either party has. Ad Hoc Review meetings to discuss emergent issues may be held requested from the Authority or the supplier.

The Contractor's performance will be monitored by 1 and 2 LoDA inspections. Should the contractor fail to meet the required standards the inspecting officer will raise the issue to SO2 Assurance in Army Adventurous Training Group (AATG) and Ad Hoc Review Meetings may be requested to resolve any issues.