



Ministry
of Defence



Statement of Requirement

Aircrew Training Analysis 705748451



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1 OVERVIEW OF THE AUTHORITY

The Royal Air Force (RAF) is the United Kingdom's air and space force.

The RAF's (also, the Authority) mission is to support the objectives of the British Ministry of Defence (MOD), which are to provide the capabilities needed to ensure the security and defence of the United Kingdom and overseas territories, including against terrorism; to support the Government's foreign policy objectives particularly in promoting international peace and security. The RAF must deliver an agile, adaptable and capable Air Force that, person for person, is second to none, and that makes a decisive air power contribution in support of the UK Defence Mission.

2 THE REQUIREMENT

The Authority urgently needs to increase the number of trained aircrew to match operational demands. The Authority is seeking consultancy support for guidance on how best to:

1. Uncover the true drivers of the aircrew recruitment-training-deployment processes and visualise this for easy consumption
2. Allow RAF to simulate outcomes (e.g. number of trained aircrew over time, cost incurred) given a selected set of potential interventions and engage stakeholders across the organisation on what the path forward should be
3. Work with our existing tech systems and data partners to develop a roadmap for how to deploy and scale appropriate digital tools and hardwire appropriate change into the organisation.

Deliverables to be delivered include :

1. An understanding of the current aircrew recruitment-training-deployment processes and drivers of current issues
2. An interactive conceptual model to simulate outcomes for different interventions on the recruitment-training-deployment process [not linked to source data]
3. A high-level roadmap for how to scale and industrialise the model including backlog for data improvements

3 KEY MILESTONES AND DELIVERABLES

The duration of this Contract is expected to be 6 weeks; however, this may be subject to change. The Supplier should note the following anticipated project milestones that the Authority will measure the quality of Work Package delivery against. The proposed deadlines are subject to change.

Milestone	Description	Deadline
1	████████████████████	████████████████████
2	████████████████████	████████████████████

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3	[REDACTED]	[REDACTED]
4	[REDACTED]	[REDACTED]
5	[REDACTED]	[REDACTED]

4 REPORTING and CONTRACT MANAGEMENT

The Authority and Supplier will convene monthly Contract review meetings.

The Supplier must produce monthly a forward working plan for the next calendar month on the last working day of the calendar month alongside their invoice.

The Authority will provide the incumbent suppliers with suitable GFX in the form of MODNET laptops to allow access to the official Sensitive Information required to deliver the outputs contained within this contract, or, authorise the Supplier to receive and process Sensitive Information on Supplier devices and servers.

Any provision of MODNET laptops is on a temporary loan basis and any GFX offered in support of this contract must be returned to the Authority in full working order upon completion of this contract.

5 CONTINUOUS IMPROVEMENTS

The Supplier will be expected to continually improve the way in which the required Services are to be delivered throughout the Contract duration.

The Supplier should present new ways of working to the Authority during monthly Contract review meetings.

Changes to the way in which the Services are to be delivered must be brought to the Authority’s attention and agreed prior to any changes being implemented.

6 SOCIAL VALUE

The Authority has a responsibility to act and to support nature, the environment and its vital contributions to biodiversity. The Supplier is required to act in sustainable manner in the delivery of the Contract, particularly in terms of eliminating waste, reducing travel and minimising energy consumption. The Supplier must comply with all current legislation regarding sustainability and legislation introduced or amended during the period of the contract pertaining to this.

7 QUALITY

Outputs and deliverables shall be delivered in accordance with MOD policies and will be approved by the Contracting Authority as fit for purpose prior to sign off.

8 PRICE

A Firm Price proposal will be provided, and price must be exclusive of VAT.

9 STAFF AND CUSTOMER SERVICE

The Supplier shall provide a sufficient level of resource throughout the duration of the Contract to consistently deliver a quality service.

The Supplier's staff assigned to the Contract shall have the relevant qualifications and experience to deliver the Contract to the required standard.

The Supplier shall ensure that staff understand the Authority's vision and objectives and will provide excellent customer service to the Authority throughout the duration of the Contract.

10 SECURITY AND CONFIDENTIALITY REQUIREMENTS

Allocated consultants must hold as a minimum; BPSS clearance.

The Authority, upon entry to its sites retains the rights to search visitors, this must be accepted by the allocated consultants. Entrance to site/premises and to grant access a proof of photo ID along with proof of the security clearance held will need to be provided to the Authority to book the consultant onto site / premises.

11 PAYMENT AND INVOICING

Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables and confirmation from the project team that the items invoiced for have been accounted for. The Authority will pay the fixed fee upon satisfactory completion of Milestone 3. The payment mechanism for future milestones will be agreed between the Authority and Supplier following the completion of Milestone 3.

Invoices should be submitted to: Contract, Purchasing & Finance (CP&F) and via ExoStar. Invoices should include confirmation of the Authority's acceptance of the applicable milestone(s). Payment will then be made via the CP&F System upon receipt of a valid and accredited invoice.