

Serapis Tasking Form

Tasking Form Part 1: *(to be completed by the Authority's Project Manager)*

To:	Lot 4 QinetiQ Plc	From:	The Authority Dstl
Any Task placed as a result of your quotation will be subject to the Terms and Conditions of Framework Agreement Number: LOT 4 DSTL/AGR/SERAPIS/AII/01			
VERSION CONTROL			
Version 0.a created by Lot 4 Technical Lead. Version 1.1 created by [REDACTED] Version 2.0 created by Lot 4 lead to include Blue steel construct for Rbate Version 3.0 Dstl PM final release. Version 3.1 uplifted to final – Lot 4 Prog Mgr			
REQUIREMENT			
Proposal Required by:	July 2022	Task ID Number:	All129
The Authority Project Manager:	[REDACTED]	The Authority Technical Point of Contact:	[REDACTED]
Task Title:	Blue Steel for RBATE (Phase 1 HF Communications Bearers Theme Champion)		
Required Start Date:	August 2022	Required End Date:	31/03/2027
Requisition No:	RQ0000010995	Budget Range	Anticipated total budget for full scope and duration of task - £1m For Phase 1 HF theme experts - FY22/27 – 150k to 250k /per year
TASK DESCRIPTION AND SPECIFICATION			
Serapis Framework Lot	<input type="checkbox"/> Lot 1: Collect <input type="checkbox"/> Lot 2: Space systems <input type="checkbox"/> Lot 3: Decide <input checked="" type="checkbox"/> Lot 4: Assured information infrastructure <input type="checkbox"/> Lot 5: Synthetic environment and simulation <input type="checkbox"/> Lot 6: Understand		

Statement of Requirements (SOR)

CV Call for HF Theme Champion(s) to support Blue Steel for RBATE management task

The Resilient Bearers and Assured Transmission Environments (RBATE) research project is a new 5-year Communications and Networks Programme being pursued by Dstl.

To support the management of the RBATE project Dstl intend to establish an industry support task, contracted through Serapis Lot 4, that will provide Dstl improved collaboration with industry and additional capacity to fulfil roles by the use of Theme Champions.

To achieve this, the 'Blue Steel for DCEAT/ARA' construct, already being used will be replicated to deliver "Blue Steel for RBATE".

It is anticipated that theme experts will be required to support and drive one or more of the below themes that include (but not limited to):

- Troposcatter Communications
- HF/LF Communications
- Optical Communications
- Acoustic Communications
- mmWave
- VHF/UHF Communications

Typical delivery outputs from theme leads may include; reports, roadmaps, statement of research requirements, assurance documents, short study reports, report review documents, task outputs acceptance documents, standards review, high level experimentation design document.

The aim of this Phase 1 Statement of Requirements (SoR) is to establish the Blue Steel for RBATE project and call for CVs to set up a small team of up-to two industry theme experts to provide expert advice on **High Frequency (HF) communication systems**.

The activity will be in a customer friend role to support research outcomes that will enable MOD to develop new HF communications capabilities in all natural or modified operational scenarios (i.e. maritime, land, air and space). Outputs from the HF Theme Champions will be literature review reports, HF Standards review, and the definition of HF research strategy plans, HF demonstration concepts, novel use cases and engagement plans.

Requirement: High Frequency (HF) communication systems theme expert

This is a CV call.

Successful candidates will support the project and provide tactical and strategic direction, develop and address (either using resources within the team, or by drawing on additional expertise outside the team via SoRs) an action list of activities.

Activities for the HF theme champions could include but are not limited to:

- Developing initial vision statements
- Developing/contributing to novel outline use-cases to help direct the work
- Technology horizon scanning
- Reviewing research output and summarising outcomes in report form
- Identifying barriers to developing and exploiting the technologies needed
- Identifying HF communications capability gaps

- Technically reviewing commercial and academic research work to understand and direct planned HF - research work
- Identifying opportunities to accelerate the novel research work in the industrial/academic sector
- Drafting outline SoRs
- Developing research plans
- Highlighting research benefits and challenges
- Creating and maintaining an actions and activity log
- Engaging with Dstl stakeholders
- Generating white papers
- Attending national and international meetings

Technical experience required will include but not be limited to:

- HF communications applications
- HF Standards (NATO and other)
- HF ionospheric and groundwave propagation (line of sight and beyond line of sight)
- HF waveforms
- HF antennas
- HF radio systems
- Wideband and narrow band techniques
- Experimentation design and planning
- Spectrum regulation
- Automated channel selection systems
- Automated link establishment
- Automated link maintenance
- Development of novel use cases
- Identifying barriers to developing and exploiting HF technologies

Skills required:

- Development of research goals and requirements
- Innovative thinking i.e. the ability to identify linkages, exploitation routes and develop road maps and research plans
- Experimentation and trials experience in planning, conducting and recording results
- Good presentation, communications and listening skills
- Report writing
- Ability to provide strategic (>3 years) and tactical (<3 months) advice to enable decision making
- Ability to work in a cross discipline team and maintain a high tempo of response

Resource Demand for HF theme experts

Approximately 2 days a week on a Time and Materials basis.

Constraints

Companies that provide experts may bid for tasks and activities emerging from the outputs of the experts, following a confirmation of conflict of interest statement i.e. that the expert individual involved in developing the specific SoR is not directly involved in the bidding process. (This enables the expert to be involved as a planned resource if needed).

It is noted that the composition of the team may change during the lifetime of the project.

Innovation Benefits and Exploitation Plan (IBEP)

By conducting the work the following are anticipated.

1. Innovation – (i.e. what are we building on?)
 - a. General know-how and previous knowledge of platform systems
 - b. S&T trends
 - c. Future HF concepts
2. Benefits (i.e. what will the contracted stakeholders get from this?)
 - a. Development of new HF capabilities
 - b. Closer defence-sector collaboration
 - c. Increased collaboration between industry, academia and government.
3. Exploitation (what are the artifacts that Dstl will get that can be more widely exploited)
 - a. Reports and papers
 - b. Demonstrators
 - c. Understanding of technical barriers
 - d. Know-how in the wider supply chain for design tools
4. Plan (what's the plan for exploitation)
 - a. Development or support of specific standards.
 - b. International leadership in HF concepts

Outputs.

Outputs (or artefacts) of the activities that may be exploited more widely include:

- Reports and white papers
- Monthly report of activities
- Draft SoRs

Deliverables.

Deliverables of the project are suggested in in the Deliverables section and will be agreed during proposal development.

Procurement Strategy

☒ Lot Lead to recommend

☐ Single Source / Direct Award

Pricing:

☐ Firm Pricing

☒ Ascertained Costs*

☐ Other*

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

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

*only at Authority's discretion

Task IP Conditions

Task IP Conditions (Follow the NIPPY 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 <input checked="" type="checkbox"/>	Vests ownership with the Authority
DEFCON 705 Full Rights <input type="checkbox"/>	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* <input type="checkbox"/> , 15* <input type="checkbox"/> , 16* <input type="checkbox"/> , 90* <input type="checkbox"/> , 91* <input type="checkbox"/> , 126* <input type="checkbox"/>	Generally only suitable for deliverables at TRL 6 and above.
BESPOKE IP Clause <input type="checkbox"/> *	Details to be added and agreed by IP Group
* Do not use without IPG advice and approval	
<p><i>Please state in this text box if MOD or the customer has a requirement a) that one or more Other Government Departments is able to share confidentially with their own suppliers, b) to publish but you do not think there is a requirement to own or control the deliverable, or c) to share under a procurement* Memorandum of Understanding (MOU).</i></p> <p><i>If any of these three issues applies, please contact IPG for advice before completing this form.</i></p> <p><i>*Listing research MOUs is not required, but can be a helpful courtesy to the supplier.</i></p>	

DELIVERABLES

[REDACTED]

DELIVERABLE: ACCEPTANCE / REJECTION CRITERIA

Unless otherwise stated below, Standard Deliverable Acceptance / Rejection applies. This is 30 business days, in accordance with DEFCON 524 Rejection, and DEFCON 525 Acceptance.

Standard Deliverable Acceptance / Rejection:-

Yes ☒ (DEFCON 524 Rejection, and DEFCON 525 Acceptance)

No ☐ (if no, please state details of applicable criteria below)

Deliverable Acceptance / Rejection Criteria:-

If there are any other specific acceptance/rejection criteria you would like to apply to any of the deliverables, please state them here.

Government Furnished Assets (GFA)

ISSUE OF EQUIPMENT/RESOURCES/INFORMATION/FACILITIES (if not applicable, delete table and insert "None" in this text box)

Unique Identifier/ Serial No	Description	Classification	Type	Available Date	Issued by	Return or Disposal Date	Any restrictions?

<i>Serial no</i>	<i>Description</i>	<i>Official-Sensitive</i>	<i>Equipment</i>	<i>00/00/0000</i>	<i>Issuer</i>	<i>00/00/0000</i>	<i>Include details here</i>

QUALITY STANDARDS

☒ **ISO9001** (Quality Management Systems)

☐ **ISO14001** (Environment Management Systems)

☐ **ISO12207** (Systems and software engineering — software life cycle)

☐ **TickITPlus** (Integrated approach to software and IT development)

☐ **Other:** (Please specify in free text below)

[REDACTED]

TASK CYBER RISK ASSESSMENT. (In accordance with [DEF STAN 05-138](#) and the [Risk Assessment Workflow](#))

[REDACTED]

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

Please ensure all completed forms are copied to DSTLSERAPIS@dstl.gov.uk when sending to the Lot Lead.

Tasking Form Part 2: *(To be completed by the Lot Lead)*

To:	The Authority	From:	The Lot Lead
------------	---------------	--------------	--------------

Proposal Reference QINETIQ/EMEA/CIT/PRO2201773 (attached)

Delivery of the requirement:

The proposal shall include, but not be limited to:

- A full technical proposal that meets the individual activities that are detailed in Statement of Requirements (Part 1 to Tasking Form).
- Breakdown of individual Deliverables, with corresponding Intellectual Property rights applied.
- Breakdown of Interim Milestone Payments, with corresponding due dates.
- A work breakdown structure/project plan with key dates and deliverables identified.
- A list of required Government Furnished Assets from the Authority, including required delivery dates.
- A clear identification of Dependencies, Assumptions, Risks and Exclusions which underpin your Technical Proposal.
- Sub-Contractors Personnel Particulars Research Worker Form and security clearances (if applicable)

PRICE BREAKDOWN and COMMERCIAL

Liabilities:

[REDACTED]

Offer of Contract: *(to be completed and signed by the Contractor's Commercial or Contract Manager)*

Total Proposal Price in £	Core £96,940.04 (Ninety six thousand, nine hundred and forty eight pence) [REDACTED]	(ex VAT)
Start Date:	ASAP	End Date: 31/03/27
Lot Leads Representative	Name	[REDACTED]
	Tel	[REDACTED]
	Email	[REDACTED]
	Date	12 th October 2022 (update to address error in hourly rate for sub-contractor)
Position in Company	Commercial Lead – Research & Innovation	
Signature	[REDACTED]	

Core Work – Breakdown

[REDACTED]

[REDACTED]

[REDACTED]

Core Work – Milestone breakdown costs

Proposed Milestones Payments

Your TMS bid costs shall be included in milestone 1.

The final Milestone must reflect the actual cost of the deliverable, and be greater than 20% of the Task value, unless otherwise agreed with your Commercial POC

Please duplicate the template per milestone table format below as necessary, and rename milestone number accordingly.

Please note: As this task is being conducted on a time and materials basis, the milestones below are indicative values at this stage based on the agreed activity run rate. Actual invoice values will be confirmed to the Dstl PM as per the reporting cycle described in the technical proposal.

[TABLES REDACTED]

Tasking Form Part 3:

To be completed by the Authority's Commercial Officer and copied to the Authority's Project Manager.

1. Acceptance of Contract:		
Authority's Commercial Officer	Name	[REDACTED]
	Tel	[REDACTED]
	Email	[REDACTED]
	Date	21/10/2022
Requisition Number		RQ0000010995
Contractor's Proposal Number		All129 - RBATE HF communications bearers Theme Champion.
Purchase Order Number		DSTL0000009052
Signature		[REDACTED]
<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>		