

ASTRID – TASKING FORM – Part A

Once complete please email the Tasking Form to:

- Official – ASTRID@baesystems.com.
- Official Sensitive – ASTRID@baesystems.r.mil.uk.

Note to Commercial Staff:

ASTRID has been let and is owned by Defence Science & Technology Laboratory (Dstl) and any work placed under it is subject to UK Govt DEFCONs. Full DEFCON definitions can be found here:
(note account required to access but easy to set up)

TASKING FORM			
To:	CORDA	From (Organisation):	DSTL

Framework contract number:	DSTL/AGR/01142/01
Agreed quotation date (if known):	NOT YET KNOWN

REQUIREMENT SUMMARY AND AUTHORITY CONTACTS:	
Project Manager (name & telephone)	Redacted under FOIA Section 40 – Personal information
Technical Lead (name & telephone)	Redacted under FOIA Section 40 – Personal information
Commercial Officer (name & telephone)	Redacted under FOIA Section 40 – Personal information
Task title (for Dstl: max 30 characters inc AST/ prefix)	AST074/Theoretical review of the use of analytical gaming methods and techniques to explore the utility of defence in grey zone competition.
Anticipated start date	11/10/21
Anticipated end date (core work)	04/03/22
Anticipated end date (options)	N/A
Requisition or Purchase Order ref	100168516
ASTRID task number	AST074
Task description	Please see attached Statement of Requirement

SCHEDULE OF REQUIREMENTS:

Brief list of requirements (core and options) – add rows as appropriate (full details appear in the attached Statement of Requirement)

Item No	Core or Option	Description / Title
1	Core	Explore whether you can artificially bound a complex, unbounded problem so that specific variables can be isolated and studied in detail (ideally through a game or using game-like systems).
2	Core	Identify methods which can be used to verify and validate the outputs from games that look at strategic issues in an experimental way

Pricing:

Firm Price



Ascertained cost*

*only at Authority's discretion



Firm Pricing shall be in accordance with DEFCON 127 or DEFCON 643 and DEFCON 648
Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802.

Cyber Risk:

Risk level:

Redacted under FOIA Section 26 – Defence

Assessment ref:

Redacted under FOIA Section 26 – Defence

DEFCON 658



(applicable for all risk levels except 'N/A')

Limitation of Contractors Liability Risk: *(see attached SOR and Risk Assessment for more detail)***ASTRID Liability Spreadsheet:**

Demanders are required to complete an ASTRID liability spreadsheet that will look at the direct and indirect risks associated with their requirement. Performing this assessment before submitting the Task to CORDA prevents delays post receipt of proposal, which can add circa 4 weeks to the time to award.

The ASTRID liability spreadsheet can be found at the following address:

<p>Each risk must be assessed in turn and a score for that risk entered in to the spreadsheet.</p> <p>A completed copy of the spreadsheet must be attached to this Tasking Form & SOR when submitting to CORDA. A copy must also be placed on ICAS with the requisition</p>		
Direct Risk:	<p>Redacted under FOIA Section 43</p> <p>– Commercial Interest</p>	<p>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 CORDA.</p> <p>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 CORDA.</p>
Indirect/Consequential Risk	<p>Redacted under FOIA Section 43</p> <p>– Commercial Interest</p>	<p>In the event that the risk is “Excluded” demanders may continue with the submission of their requirement to CORDA.</p> <p>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 CORDA.</p>

DEFCONS (Defence Conditions):				
Please confirm which specific DEFCONS are required for the task (Dstl staff click for greater DEFCON detail and NIPPY Guidance). If you are unsure, please discuss with your IP contact, or commercial				
91	Edn 11/06	Intellectual Property Rights In Software		<input type="checkbox"/>
539	Edn 08/13	Transparency (automatically included unless removed by Authority Commercial staff for exemption reasons)		<input checked="" type="checkbox"/>
703	Edn 08/13	Intellectual Property Rights - Vesting In the Authority To be specified on the Tasking Form		<input type="checkbox"/>
705	Edn 11/02	Intellectual Property Rights - Research and Technology To be specified on the Tasking Form		<input checked="" type="checkbox"/>
<p>Acceptance or rejection of deliverables</p> <p>This MUST match the number of days stated in the SOR. The default for reports is ‘up to 30 days’, and the default for software is ‘up to 60 days’. Please specify if requesting different and discuss with commercial</p>				
524	Edn 10/98	Rejection		30 days
525	Edn 10/98	Acceptance For the Purposes of schedule of requirements item 2 of this Contract the period for acceptance and rejection of deliverables shall be specified within the Tasking Form at Annex D.		30 days

Defence Based Simulation and Modelling:		
Defence Standard	03- 050	<input type="checkbox"/>
Other		<input type="checkbox"/>

DELIVERABLES: Please see attached SOR for full details

GFX:

Yes



No



If yes, please see attached SOR for full details of equipment / information / facilities

Security Classification of the Work: (delete as appropriate*)

Redacted under FOIA Section 26 – Defence

**Failure to delete unnecessary higher classifications will result in delays at the firewall*

The overarching ASTRID contract contains a Security Aspects Letter (SAL) covering tasks up to Official Sensitive at quotation stage. If the Statement of requirement (SOR) is a higher classification, please complete the relevant SAL and send with this tasking form and SOR.

If this is the case, please tick the box to indicate you are attaching a separate SAL for your task



Any task placed as a result of your quotation will be subject to the Terms and Conditions of Dstl contract number DSTL/AGR/01142/01

ASTRID – TASKING FORM – Part B

To:	From: Redacted under FOIA Section 40 – Personal information
FAO:	PoC: Redacted under FOIA Section 40 – Personal information
Tel:	Tel: Redacted under FOIA Section 40 – Personal information

Proposal Reference AST\CMRCL\Prop\02016 (attached)

The proposal shall include, but not be limited to:

- A full technical proposal that meets the individual activities that are detailed in Statement of Requirement (Part A to Draft Tasking Form)
- A Work breakdown structure/project plan with key dates and Deliverables identified including required delivery dates for Government Furnished Assets.
- A clear identification of Dependencies, Assumptions, Risks and Exclusions which underpin your Technical Proposal.

COST BREAKDOWN (to be completed by the Contractor)

You are to use rates that have been previously agreed within the Analysis for Science & Technology Research in Defence (ASTRID) at Annex E.

Please also provide a price breakdown which should include, but is not limited to: labour costs, transportation, travel and subsistence, overheads and profit. In support of your Proposal you are requested to provide clear details of all Dependencies, Assumptions, Risks and Exclusions that underpin your price

Price quotation of **£138,445.63** (ex VAT) is submitted for **ASTRID Task 074 (R168516)– Grey Zone Gaming** and breakdown attached

Ascertained Price ☐

Firm Price ☒

Hybrid* ☐

*if hybrid, please specify which pricing mechanism applies to which work packages and/or deliverables in the “Milestones Deliverables and Payments” table

VALUE FOR MONEY EVIDENCE - KPI 1 (to be completed by the Contractor)

The Collaborative sourcing mechanism was utilised for supplier selection. This maximises Value for Money by:

- Deploying the optimum team to deliver the work (maximising quality)
- Promoting discussions with the customer during proposal work up:
 - Better aligning the supplier's understanding of the requirement,
 - Better informing the customer's understanding of their problem and the solution to solving it,
 - Eradicating 'gold plating',
 - Deploying the appropriate SQEP and;
 - Reducing technical (and financial) risk.
- Enforcing use of suppliers lowest UK Government rates
- Reviewing effort levels to ensure that they are commensurate with the required level of work

- The Technical Lead will provide assurance that the Statement of Work is delivered as per the specification

RAND combines the academic rigour of a university with the agile, client-oriented delivery and robust project management of a professional consultancy, and brings a 75-year track record of strategic-level gaming and research on gaming theory and practice, as well as deep expertise in grey zone competition. Furthermore, it has assembled an integrated and interdisciplinary team of Task Support partners, providing access to the diverse expertise and experience of NSC, QinetiQ and Vedette Consulting.

This teaming arrangement and the development of an approach (see Section 2) involving multiple interactive workshops with subject matter experts in strategic-level gaming and/or the grey zone have both been premised on providing a time- and resource-efficient way of capturing as broad a range as possible of expert insights on each of the research questions provided by Dstl in the RFI, within the tight timeframe for delivery in FY21/22. Collectively, this team offers a wide range of added value for this opportunity, such as:

- Both the Task Lead and Task Support partners understand Dstl's needs and continue to bring innovation to meet them: RAND, NSC, QinetiQ and Vedette have each worked for Dstl on a wide variety of studies, including gaming and research into grey zone and related threats, as well as for wider parts of UK Defence and Government.
- RAND has its own Centre for Gaming and routinely incorporates a range of gaming methods and theory and practice into its wider research – either as an analytical tool or educational tool as needed. RAND has been at the forefront of innovation in wargaming techniques since the 1950s, especially in strategic-level gaming, and understands the strengths and limitations of different gaming and modelling approaches in different application areas.
- The team's combined research and gaming expertise can be leveraged efficiently through the expert consultation in WP2 and WP3, as well as helping to target the literature review activities in WP1. RAND, NSC, QinetiQ and Vedette bring relevant expertise and access to pre-existing knowledge and thinking generated through their respective track records of work for UK MOD and others on analytical gaming, strategic-level gaming, the grey zone and related topics. This includes synergy with a range of relevant recent or ongoing projects conducted by these four organisations for Dstl across the R-Cloud, HSSRC, ASC and ASTRID frameworks, among others, as well as for other parts of UK Defence.
- The team's combined research and gaming expertise also goes beyond defence. Unlike many other organisations, for example, RAND also does non-defence-related gaming, including on topics such as health service responses to a pandemic. This ensures a broad understanding of the 'state of the art' in gaming, as well as the challenges applying gaming to different topics. Others in the partnership, such as QinetiQ, have similarly supported non-defence games for other parts of UK Government to test decision-making in a crisis situation.

In particular this proposal contains the following elements:

- Reuse of supplier's IP and/or toolsets, reducing the amount of effort required in delivering the Task and/or improving quality
- A team that has a reduced learning curve due to their collective experience; improving efficiency
- A level of innovation judged to have the potential to improve technical quality and/or reduce cost
- Confidence that a supplier will deliver the agreed requirements for an agreed firm price
- Task Lead rates have been scrutinised and actively challenged on framework sign-up to drive value for money.

Start date:	10/12/2021	End date:	04/03/2022
Signed on behalf of the Contractor: [Redacted under FOI exemption Personal Information]			
Printed name:	Redacted under FOIA Section 40 – Personal information	Date:	15/12/2021

Contractor's Cost Breakdown

PROVISION FROM PRIME:

[illegible]

[illegible]

RAND (Task Lead)	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest
RAND (Technical Lead)	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest
GRAND TOTAL Ex VAT				£138,443.13

Milestones Deliverables and Payments					
Milestone No	Description	Pricing (Ascertained or Firm)	£ Ex VAT	Due Date	Deliverable DEFCON 703 / 705 (14, 90 & 91)
Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest	Redacted under FOIA Section 43 – Commercial Interest
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TOTAL £ Ex VAT			£138,443.13		

Request for Limitation of Liability	
The Authority has performed a review of the risk profile for this Task and the proposed limitation of contractors liability is summarised in part A of this Tasking Form, and detailed in the ASTRID Liabilities spreadsheet attached to the Statement of Requirement. If required to do so by the Liabilities spreadsheet, or if the the Contractor believes that the risk profile is incorrect, they should complete Annex A providing details of the identified risk, the mitigations in place, and the revised limitation of contractors liability requested.	
<input checked="" type="checkbox"/>	Additional limitations included – see attached completed form at Annex A

Requested Amendments to Framework Conditions

The Prime should detail below any requests for amendments to the terms and conditions of the Framework if deemed necessary for this particular task

Redacted under FOIA Section 43 – Commercial Interest

Options and Payments

Item No	Description / Title from Part A	£ (ex VAT)*	Expiry Date

*Price(s) quoted to be held valid until end date of options ☐
(If unticked a requote will be required)

ASTRID – TASKING FORM – Part C**1. Offer of Contract:** *(to be completed by Authority Commercial Services)*

Commercial Officer:	Redacted under FOIA Section 40 – Personal information	Tel:	Redacted under FOIA Section 40 – Personal information
Vendor Agreement No (if applicable):	Redacted under FOIA Section 43 – Commercial Interest		
Purchase Order Number:	1000165957		
Start date (T0) is deemed to be:	20/12/2021	If preferred, CORDA has given permission for you to amend the table in Part B to show actual due dates. If you make any changes, please change the font to RED and draw attention to them in the 'comments & clarifications' box below.	

Commercial comments and clarifications to proposal:

Redacted under FOIA Section 43 – Commercial Interest
Please note amendmend in **RED** in TOF

Please note error in rates and pricing by rand, results in a revised contract value of **£138,443.13**.

Commercial Approval:

Redacted under FOIA Section 40 – Personal information

Date:

20/12/2021

Please Note: Task Authorisation to be issued by Authority Commercial Services Department once the Vendor Agreement and Purchase Order numbers have been inserted. Any work carried out prior to issue is at the Contractor's own risk

2. Unqualified Acceptance of Offer made in Part C.1 above: *(to be completed by the Prime Contractor and returned to Authority's Commercial Services)*

Name:		Tel:	
Position in Company:			
Signature :		Date:	

ASTRID – TASKING FORM – Part D

COMPLETION OF TASK *(to be completed by the Prime Contractor and returned to the nominated Authority Task owner as detailed in Part A - failure to return could result in payment being delayed)*

For the avoidance of doubt, Section D confirms the final value of the task. The value stated in this section will be the contracted value for the task and will take precedence over any previous values referred to in sections above.

Confirmation of Deliverables as per Part A:

Yes ☐

No ☐

Actual Task start date:

Actual Task completion date:

Final invoice submitted on:

For firm price of:

£

For the final LoL price of:

£

Comments from Contractor on the task:

Task completed to Authority's satisfaction (to be completed by nominated Task owner)

Comments from Task owner on the task:

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Anticipated exploitation inc timescales:	
Follow-up date with End User if necessary:	

Key Performance Indicators (KPIs):
<p>Timeliness of deliverables:</p> <p>This KPI is a pass or fail question and each deliverable will be given a score of either 1 for meeting the required date or 0 for failure to meet the required date.</p> <p>Where any agreed contract amendments or changes to the delivery dates have been made, the revised delivery date will supersede the previous agreed date. Where a Deliverable is late as a result of the Authority's actions, and this is agreed to by the Authority, the deliverable shall be marked as on-time.</p>

Total number of deliverables within task: _____	
Of which on time:	
Of which deemed late:	
Comments / Notes:	

Quality of Deliverables: Deliverables are deemed to be accepted once the Authority has reviewed them and has confirmed that they are of an acceptable standard and is willing to pay the invoice associated with the deliverable. Deliverables can be rejected on the grounds of technical, financial and grammatical errors.		
Mark:	Measure:	Number of deliverables in this category:
Accepted	Technically and editorially acceptable. Minor changes may be needed to improve exploitability of the output or to tailor the output for the end customer.	
Minor revisions	Deliverables require minor editorial and/or technical revisions prior to acceptance. Minor changes may also be needed to improve exploitability of the output or to tailor the output for the customer.	
Major revisions	Deliverables require significant editorial and/or technical revisions and further review by the Authority.	
Rejected	Deliverables do not meet the requirement and are rejected	
Any additional comments / Notes:		
Signed:		
Date:		

Annex A - Redacted under FOIA Section 43 – Commercial Interest

Annex A - Redacted under FOIA Section 43 – Commercial Interest

Annex A - Redacted under FOIA Section 43 – Commercial Interest