

**STATEMENT OF REQUIREMENT FOR THE PROVISION OF REPAIR AND AD HOC
POST DESIGN SERVICES TO ASSORTED AVIONIC REPAIRABLES**

Contents

List of Abbreviations	2
Definition of Terms.....	2
Introduction.....	3
Line Item 1 - Project and Support Management.....	3
Line Item 2 – Repair – Spares Inclusive.....	5
Line Item 3 - PDS Ad-Hoc Tasking	7
Defence Standards and Regulatory Articles Relating to the Statement of Requirement.....	7
Manual of Maintenance and Airworthiness Processes	8
Design Organizations – Airworthiness Responsibilities	8
Military Air System Technical Data Exploitation	8
Air Safety Management	8
Air Safety Documentation Audit Trail	8
APPENDIX 1 to Annex A of Contract No. 700600377	1
APPENDIX 2 to Annex A of Contract No. 700600377	1
AC TEAM PDS TASK AUTHORISATION AND AGREEMENT FORM (TAAF).....	1

List of Abbreviations

ART	As Received Test
BER	Beyond Economic Repair
CMM	Component Maintenance Manual
DSA	Disposal Services Authority
MAA	Military Aviation Authority
MOD	Ministry of Defence
MRP	MAA Regulatory Publications
NFF	No Fault Found
OEM	Original Equipment Manufacturer
PM	Project Manager
PDS	Post Design Services
PRM	Progress Review Meeting
SOR	Statement of Requirement
TAAF	Task Authorisation and Agreement Form
U/S	Unserviceable Stock

Definition of Terms

In this document, the following words have the specific meaning defined below:

"shall" is used to indicate a mandatory requirement placed on the Contractor. Departure from such a requirement is not permissible without formal agreement between the Contractor and the Authority.

"will" is used to indicate an intention on the part of the Authority or its agents.

"the Contractor" means the person who, by the Contract, undertakes to supply the Articles, or perform the Service, or both for the Authority as is provided by the Contract. Where the Contractor is an individual or a partnership, the expression shall include the personal representatives of the individual or of the partners, as the case may be, and the expression shall also include any person to whom the benefit of the Contract may be assigned by the Contractor with the consent of the Authority.

"Authority" is used to refer to the Ministry of Defence.

"the Contract" means the agreement concluded between the Authority and the Contractor, including all specifications, plans, drawings, schedules and other documentation, expressly made part of the agreement.

"Work In Progress" Material that has entered the production process but is not yet a finished product. Work in progress (WIP) therefore refers to all materials and partly finished products that are at various stages of the production process. WIP excludes inventory of raw materials at the start of the production cycle and finished products inventory at the end of the production cycle

"Terms and Conditions" means General and special arrangements, provisions, requirements, rules, specifications, and standards that form an integral part of an agreement or contract.

"Repairable Articles" means main assemblies or component parts as defined in the contract which the Contractor can repair and restore to their intended and original configuration.

"Articles" means all goods (excluding Services) which the Contractor is required under the Contract to supply;

"Deliverables" term for the quantifiable goods or services that will be provided upon the completion of a project

"Spares Inclusive Repairs" means the firm price to repair an article covered in the contract will include the cost of any spares required to restore the article back to its original and intended configuration.

“As Received Test” means an external inspection of condition and functional test of received equipment carried out in accordance with the Component Maintenance Manual (CMM) for the equipment, to confirm any faults.

Beyond Economic Repair (BER) is defined as when the repair price exceeds 75% of the replacement cost or in the event of extenuating circumstances a percentage agreed between the Authority and Contractor.

“Certificates of Conformity” a document, signed by the Supplier, which states that the product conforms with contractual requirements

“No Fault Found” a term used in the field of failure analysis to describe a situation where an originally reported mode of failure can't be duplicated by the evaluating technician and therefore the potential defect can't be fixed.

“Serviceable” is defined as a piece of equipment or system with no known faults that is able to be used for its intended purpose.

“Disposal Services Authority” The Disposals Services Authority (DSA) is a Ministry of Defence (MOD) organisation with the sole Authority to dispose of all MOD surplus equipment in the UK

“Authority’s Task Number” means a unique reference number allocated to a specific task assigned to the Contractor under a TAAF.

“NSN – NATO Stock Number” is a 13-digit numeric code, identifying all the 'standardized material items of supply' as they have been recognized by all NATO countries

“Firm” means a price, agreed for the Articles or Services, or both, which is not subject to variation.

“Investigative Engineering” refers to the specific investigation of materials, products, structures or components that fail or do not operate or function as intended as instructed by the Authority’s Project Manager.

“Engineering Support” refers to the provision of essential maintenance information, technical advice and engineering activities outside of the Core PDS tasks.

“Reference Material” refers to original ‘controls’ or standards used to check the quality and traceability of the product.

“Project Manager” and “Equipment Support Manager” Shall be the Authority’s representative shown at box 2 of DEFFORM 111.

Introduction

- 1 This Statement of Requirement sets out the activities the Contractor is to undertake to deliver the requirements of contract 700600377. The Authority’s Project Manager (PM), as identified in Box 2 of DEFFORM 111 of the Contract, will be responsible for the day to day management of the Contract on behalf of the Authority.
- 2 The Contractor shall be required to deliver all the requirements of contract 700600377 in accordance with the following line items:
 - 2.1. Line Item 1 – Project and Support Management.
 - 2.2. Line Item 2 - Repairs - Spares Inclusive.
 - 2.3. Line Item 3 –PDS Ad Hoc Tasking.

Line Item 1 - Project and Support Management

- 3 The Contractor shall provide Project and Support Management that shall include but not limited to the following:

No.	Deliverable	Acceptance/Description	Frequency	Format
1	Progress Review Report	To be issued to the Authority’s PM no later than	Monthly	.pdf .doc

		<p>5 working days after the last day of the reporting calendar Month.</p> <p>To include; Repair progress to include; repair output programme and forecasts, Work In Progress (WIP), Contractor stock holdings and completed deliveries.</p> <p>PDS Ad Hoc progress to include; progress on current tasks in progress with forecast completion dates, tasks completed.</p>		
2	Progress Review Meetings (PRM)	<p>The Contractor shall carry out all PRM secretarial activities. The standing PRM agenda at Appendix 1 to Annex A of contract No. 700600377 will be used as a basis for discussion.</p> <p>The Contractor shall provide sufficient and appropriate representation to the meetings to enable the PRM to be conducted.</p>	4 monthly	Meetings shall be held via Teleconference unless otherwise agreed by the Authority.
3	Minutes of PRM	Typically, notes and actions will be taken and distributed by the authority.		
4	Project Management Plan	Acceptance by DT Project Manager	With Tender	.pdf/.doc
5	Quality Management Plan	Acceptance by DT Project Manager	Draft with Tender, finalised document within 4 weeks of Contract Award	.pdf/.doc
6	Project Assumptions and Dependencies List	Acceptance by DT Project Manager	Draft with Tender, finalised document within 4 weeks of Contract Award	.pdf/.doc
7	Supplier Management Plan	Acceptance by DT Project Manager	Draft with Tender, finalised document within 4 weeks of Contract Award	.pdf/.doc

8	Risk Management Plan	Acceptance by DT Project Manager	Draft with Tender, finalised document within 4 weeks of Contract Award	.pdf/.doc
9	Risk Register	Acceptance by DT Project Manager	Draft with Tender, finalised document within 4 weeks of Contract Award	.pdf/.doc

Approvals Management. The Contractor shall maintain EASA Part 145 Maintenance Organisation Approval, or equivalent, and ISO 9001-2015 accreditation, for the duration of the contract.

Line Item 2 – Repair – Spares Inclusive

- 4 The Contractor shall provide a spares inclusive Repair facility for the duration of the Contract for the Articles listed at Appendix 2 to this Annex. All Repairs shall be on a task by task basis.
- 5 Articles for Repair shall be issued to the Contractor on Contract Loan terms in accordance with the Terms and Conditions of the Contract. The Contractor shall store all unserviceable Repairable Articles, sent for repair or investigation by the Authority, in a dry facility at their premises to ensure no on-site degradation.
- 6 On receipt of an Article the Contractor shall carry out an As Received Test (ART) in accordance with the Component Maintenance Manual (CMM) for the equipment, to confirm any faults. Where a fault is found with the Article, the Contractor shall provide a quote for repair and a forecast turn-round time and the Authority will then decide whether to proceed with the repair. If the repair is tasked then the Contractor shall proceed in accordance with the CMM for the Article and within the delivery timescales agreed. The Authority's PM shall issue instructions for disposal if they decide not to pursue with a repair.
- 7 The Contractor shall supply all spares and materials necessary for the Repair of Articles covered by the Contract. All spares, replacement parts etc, supplied by the Contractor shall be OEM parts as detailed in the approved drawing set with supporting documentation to prove full traceability of components to the OEM. Certificates of Conformity may be requested by the Authority's PM at any time during the Contract. Where possible, the Contractor will utilise serviceable or repaired parts or from "Beyond Economic Repair" (BER) Articles in accordance with paragraph 11 of the SOR where possible.
- 8 As part of any Repair, the Contractor is to identify existing known MOD/Original Equipment Manufacturer (OEM) modifications that have been authorised and propose their embodiment for written consent by the Authority. The contractor should note that it is the intention of the Authority to apply Service Bulletins Q-17/06 (MOD 2), Q18/09 (MOD 3) and Q13-Q18-13 (MOD 4) to all applicable Q18 equipment (All Service Bulletins are applicable to Part No. Q18-946.22.28.4.CF) and that this will be will be tasked on an ad hoc basis.
- 9 **No Fault Found.** If the ART identifies a 'No Fault Found' (NFF) Article then the Contractor shall inform the Authority's PM at Box 2 of the DEFFORM 111 of the Contract. The Authority's PM may either request the Contractor to undertake further investigation or process the Article in accordance with the CMM and return the Article as Serviceable. If the Authority agrees that there is a NFF Article then the Contractor shall claim payment for an

ART only. If, after further investigation, a NFF Article is subsequently deemed to have a fault, the Contractor shall repair the equipment in accordance with paragraph 6 and 7 above.

- 10 **Articles Beyond Economic Repair (BER).** An Article is BER if its repair price exceeds 75% of the replacement cost. No work shall be carried out on any Article which, after superficial examination, is considered to be BER unless authorised by the Authority's PM. If an Article is identified as BER, the Contractor shall inform the Authority's PM. All Articles declared BER shall be segregated by the Contractor and retained as such until further instructions are given by the Authority's PM. The Authority reserves the right to inspect/audit BER stock holdings at the Contractor's premises at any time throughout the duration of the Contract. If the Authority agrees the Article is BER, the Authority's PM shall issue instructions for disposal in accordance with paragraph 14 below. The Authority PM's decision regarding BER Articles shall be final and conclusive.
- 11 The Authority shall be responsible for all packaging of equipment between MOD locations and the Contractor's location. The Contractor shall be responsible for all packaging between their premises and distribution to the Authority's sites. All equipment listed at Appendix 3 to this Annex A shall be packaged in accordance with the Contract.
- 12 Transportation of Articles between the Contractor and the Authority's sites shall be carried out by the MOD transport system. The Contractor is to notify the Authority's PM and the MOD's transport agency at Box 10 of the DEFFORM 111 to the Contract that the Articles are ready for collection, upon which service transport shall be arranged.

Urgent Requirements

- 13 Repairs to meet cases of special urgency will be submitted direct to the Contractor via email from the Authority's PM. The Contractor is required to deal with these orders in accordance with this contract, but as a matter of urgency within a timescale agreed with the Authority on a task by task basis. In such circumstances, the Authority may decide on the most appropriate mode of transport to ensure timely delivery.

Disposal of Redundant Parts and Materials

- 14 All parts, materials etc arising from the Articles issued to the Contractor for repair, whether serviceable or not, shall remain the property of the Authority, and any such parts or materials not used in the repair of the Articles shall be disposed of as follows:
 - 14.1. Serviceable and economically repairable parts are to be brought onto the Public Stores Account in accordance with the Terms and Conditions of the Contract, where these repairable parts are to be segregated and accounted for separately.
 - 14.2. Any parts not deemed to be Serviceable or have been classed as BER in accordance with paragraph 9 are to be disposed of. The Contractor is to contact the Authority's PM for disposal instructions in accordance with the MOD policy, utilising the Disposal Services Authority (DSA).

Tests

- 15 On satisfactory completion of testing a Test Certificate is to be issued, a copy of which shall be attached to the completed Article in a weatherproof bag and a further copy to be retained by the Contractor.
- 16 Any additional work required to perform additional testing as a result of unsatisfactory results, shall be carried out by the Contractor at no additional charge to the Authority.

Line Item 3 - PDS Ad-Hoc Tasking

- 17 The Contractor shall provide a PDS Ad-Hoc Tasking service for the duration of the Contract in support of the items contained in Appendix 2 to this Annex. All PDS Ad-Hoc Tasking provisioned under Line Item 3 shall be on a task by task basis. Any requests from the Authority to the Contractor for a PDS Ad-Hoc Tasking will be submitted/agreed using the Air Commodities Team PDS Task Authorisation and Agreement Form (TAAF) at Appendix 4.
- 18 PDS Ad-Hoc tasks raised under Line Item 3 of this contract may include but not limited to the following activities:
- 18.1. Ad-Hoc Meetings to resolve specific issues to deliver the Contract as required by the Authority's PM. The Contractor shall provide sufficient suitably qualified and experienced representation to the meetings to enable reviews to be conducted. The Contractor shall be responsible for providing all administration and secretariat services unless otherwise stated by the Authority.
- 18.2. The provision of Investigative Engineering and Engineering Support against PDS tasks authorised by the Project manager and work arising from F760 Narrative Fault Investigations and F761 Fault Reports including provision of ART and SST reports for equipment returned for investigation within agreed timescales, including provision of access to the design chain.
- 18.3. Any other associated tasks authorised by the Authority's PM.

Line Item 3 PDS Ad-Hoc Tasking Deliverables/Requirements

- 19 The following table lists the deliverables which shall be provided to the Authority, their content and the frequency to be issued:

Deliverable No.	Deliverable	Acceptance/Description	Frequency
12	Supply of Technical Documentation	To be submitted on an ad-hoc basis to the Authority's PM within 20 working days of request.	Ad-hoc

Defence Standards and Regulatory Articles Relating to the Statement of Requirement

- 21 The following table identifies the Defence Standards (DefStan) and MAA Regulatory Articles (RA) that are to be applied to the work that is to be carried out in satisfaction of this Statement of Requirement. The contractor is to deliver to the DefStans and RA detailed below, supporting the Authority's implementation where applicable. The latest versions of the Terms and Conditions detailed in the table below are to be applied and should be read in conjunction with the Terms and Conditions attached to the contract.

DEFSTAN 05-010 Part 0, 1, 2, 3	Product Definition Information
DEFSTAN 05-055	Measurement and Calibration System Requirements
DEFSTAN 05-057	Configuration Management of Defence Materiel
DEFSTAN 05-61 Parts 1 and 9	Quality Assurance Procedural Requirements
DEF-STAN 05-099	Managing Government Furnished Assts in Industry
DEFSTAN 00-056	Safety Management Requirements for Defence Systems
DEFSTAN 05-138	Cyber Security for Defence Suppliers

DEFSTAN 81-035	Packaging of Electrical and Electronic Items
DEFSTAN 81-41 Parts 1, 2, 3, 4, 5, 6	Packaging of Defence Material
MAA01	MAA Regulatory Policy
MAA02	MAA Master Glossary
MAA03	MAA Regulatory Processes
MAP-01	Manual of Maintenance and Airworthiness Processes
RA1014 (1) and (2)	Design Organizations – Airworthiness Responsibilities
RA1018 (1)	Responsibilities of the Production Organization
RA1020 (4)	Responsibilities of the Aviation Duty Holder-Facing Organizations
RA1140 (1)	Military Air System Technical Data Exploitation
RA1200 (1)	Air Safety Management
RA1225	Air Safety Documentation Audit Trail
RA1410	Occurrence Reporting and Management
RA 5103	Certificate of Design
RA 5203	Materiel Specifications
RA 5301	Control of Designs
RA 5303	Local Technical Committee
RA 5401	Provision of Technical Publications
RA 5404	Fault Reporting and Investigation for Contractors
RA 5405	Special Instructions (Technical)
RA 5502	Air System Maintenance Documentation, Forms and Certificates
RA 5835	Military Production Organization (MRP 21 SubpartG)
RA 5855	Parts and Appliances (MRP 21 Subpart K)
RA 5865	Repairs (MRP 21 Subpart M)
RA 5885	Identification of Products, Parts and Appliances (MRP 21 Subpart Q)

APPENDIX 1 to Annex A of Contract No. 700600377**PROGRESS REVIEW MEETING (PRM) AGENDA****AGENDA FOR THE AIR COMMODITIES PROGRESS REVIEW MEETING TO BE HELD ON (DATE) AT (TIME)****References**

A. Contract No. 700600377

The PRM is to be held in accordance with Reference A and will be chaired by the Authorities Contract Project Manager. The purpose of the PRM is to provide a forum for the Authority and the Contractor to discuss the performance of the contract.

Item No	Item	Lead
1	Introductions and Apologies.	Contractor
2	Review of the Minutes from the previous PRM and actions therein.	Contractor
3	Performance Review – Review of deliverables and agreement on any alleviation.	Contractor
4	Commercial Review	
	- Invoicing and Payments	AC Comm
	- Contract Amendments	AC Comm
	- Commercial Issues	AC Comm
5	Repair Review	
	- Review of WIP	AC PM
	- Review of delivery forecasts, agree and amend where appropriate variations in the repair program	AC PM
6	Risk Review - review of risks that may affect Contract 700600377, associated mitigation actions and consequence	Contractor
7	Contract Quality Review	Contractor
8	PDS Review	
	- Review of PDS tasks in progress and forecast completion dates	ACT PM
9	AOB.	Contractor
10	Date of next meeting.	Contractor

COMMERCIAL-CONTRACTS

APPENDIX 2 to Annex A of Contract No. 700600377
REPAIRABLE ARTICLES

Management Code	Nation Code	Item Identification Number	NATO Stock Class	Classification Code	Nomenclature	Part Number	Estimated Repair Quantity/Yr	TMA Code	As Received Test & Survey (VAT ex) Prices Valid until 14th October 2025	Repair Price (VAT ex)	Repair Turnaround Time (days)
110 BX	01	0890737	5985		ANTENNA	2041440-0101	0		██████	Quote	60
110 BX	01	0891064	5841		INDICATOR,HEIGHT-RANGE	2070964-0104	0		██████	Quote	60
110 BX	01	1566659	5841		CONTROL,RADAR SET	2070965-0103	1		██████	Quote	60
110 BX	01	1571444	5975		MOUNTING BASE,ELECTRICAL EQUIPMENT	3614444-0101	0		██████	Quote	60
110 BX	01	1606275	5975		MOUNTING BASE,ELECTRICAL EQUIPMENT	2041442-0102	0		██████	Quote	60
506 A	14	2990645	6610		PITOT TUBE	33494	0		██████	No Bid	No Bid
110 BX	01	3051921	5841		RECEIVER-TRANSMITTER,RADAR	2070963-0101	1		██████	Quote	60
110 BX	01	3051921	5841		RECEIVER-TRANSMITTER,RADAR SST	2070963-0101	3		██████	Quote	60
506 A	14	3060956	6610		ALTIMETER,PRESSURE	64140-950-1	1		██████	Quote	60
506 A	14	3577799	6680		INDICATOR,ELECTRICAL TACHOMETER	64500-200-1	0		██████	Quote	60
506 A	14	4465222	6620		INDICATOR	104PN01Y6228	5		██████	Quote	60

COMMERCIAL-CONTRACTS

006 A	99	7202927	6115		GENERATOR	3002KGA-1	2			Quote	60
506 A	99	9111475	6645		CLOCK Q18	Q18-946.22.28.4.AA	2			Quote	60
506 A	99	9750365	1680		Modification iaw SB Q-17/06 ¹	Q18-946.22.28.4.CF	Approx. 60			Quote	60
506 A	99	9750365	1680		Modification iaw SB Q-18/09 ²	Q18-946.22.28.4.CF	tbd			Quote	60
506 A	99	9750365	1680		Modification iaw SB Q13-Q18_13 ³	Q18-946.22.28.4.CF	tbd			Quote	60



AC

AC TEAM PDS TASK AUTHORISATION AND AGREEMENT FORM (TAAF)**PART 1.****1. Task No:** /****

Contract No: 700600377*

Contractor:

Company Project No.:

Contract Item No:

Description of Task:

Approved on behalf of the MOD Authority

Name:**Signature:****Post:****Date:****PART 2.****Firm Price Quotation / Cost Estimate;**

The Cost breakdown as below is a firm price quotation / maximum cost estimate *

Labour	Man hours	Hourly rate	Value £
a. Total Labour (Prime and Overheads)			
b. Direct Material (please provide copies of invoices)			
c. Material Overheads			
d. Travel and Subsistence			
e. Other Costs			
f. Total Costs			
g. Profit – Risk/Non-risk (delete as appropriate)			

Total TAAF Value

Approved on behalf of Contractor.

Additional information/Cost breakdowns included in Appendix A.

Yes*

No*

Name:**Signature:****Post:****Date:****PART 3.****4a. Approval to Proceed**

The cost and necessity of this task has been scrutinised by the MOD Authority and is deemed to be both Fair and Reasonable based on the evidence provided. I approve the task which can now proceed.

Approval on behalf of the MOD Authority.

Name:**Signature:****Post:****Date:**

4b. Approval Declined

Based on the evidence available:

The requirement for the task no longer exists.

The proposed task is unlikely to deliver the required output and/or deliver value for money.

Declined on behalf of MOD Authority.

Name:**Signature:****Post:****Date:**

TASK No. /****

5. MOD Commercial Branch Price Agreement:

With reference to this TAAF, I have confirmed the rates are correct and I am content that subject to the task being work scoped to the satisfaction of the project manager that commercial approval is granted for the task to proceed.

For Director of Contracts (MOD)

Name:**Signature:****Post:****Date:**

*To be completed for tasks exceeding £5,000

INPUTTING CP&F / CCMS DETAILS (DATA MUST BE INSERTED PRIOR TO ISSUE OF THE APPROVED TAAF)

CP&F Purchase Order
Number:CP&F Purchase Order
Date:CCMS Transaction
Number:Officer inputting this PDS
Task onto CP&F:**Name:****Signature:****Distribution:** Contractor, AC Commercial Team.**PART 4.****6. Contractor Completion**

The task has been completed and all required outputs delivered

* Liability has been accepted by - No charge to MOD

* Liability has not been accepted by - Costs as above

Name:**Signature:****Post:****Date:****PART 5.**

7. Project Management Branch Price Agreement of completion:

* Liability agreed - The above task is complete, the man-hours, material and bought-out/sub- contract costs are commensurate with the Task.

* Contractor liability agreed - No charge to MOD

* Liability relating to this activity is in question; the above charge has not been agreed. Additional PDS activity is required or commercial resolution through the AC Team commercial manager is to be established.

* The task, subsequent to approval, has been either cancelled or terminated where costs have been incurred a revised TAAF with the original number followed by an "a" annotation will be raised (this original TAAF will have zero value)

(* Delete non- applicable)

Agreed on behalf of the MOD Authority

Name:

Signature:

Post:

Date:

8. INPUTTING CP&F/ CCMS RECEIPT DATA (ON COMPLETION OF THE TAAF)

CCMS Transaction Number:

CP&F / CCMS Receipt Date of this PDS Task:

Officer inputting this Receipt Data onto CP&F / CCMS:

Name:

Signature:

Distribution: Contractor, AC Commercial Team.



AC

TAAF ADDITIONAL NARRATIVE DETAIL / COST BREAKDOWN FORM

TAAF
No.

/ ****

Contract
No.

700600377*

TAAF
Title.

1. Additional Narrative Detail / Cost Breakdown:

Cost Element	Man-hours Cost	/ Hourly rate / Quantity	Value £
Total TAAF Value			
Number of Additional Narrative Detail / Cost Breakdown Forms raised			1 of 1

2. Is a total value of Detailed Cost Breakdown included in the Part 2 of the original TAAF in the Cost Breakdown Table Yes ☐ No ☐

3. Is this TAAF a Firm Price Quotation or Maximum Cost Estimate Firm Price ☐ Max Cost ☐

Name Signature Post: Tel: Date: