

## Statement of Requirement (SoR)

Reference Number	1000168561
Version Number	1.0
Date	06/10/2021
1.	Requirement
1.1	Title
	Towed Body Survey
1.2	Summary
	<p>1. Dstl has interest in acquiring additional sensing systems to support the ongoing M5 joint project. Dstl has recently become aware that a number of undulating towed bodies are already owned by the Royal Navy and that the Royal Navy does not wish to retain these systems.</p> <p>2. Dstl would therefore like to contract the manufacturer (Chelsea Instruments) of these systems to conduct a survey of these systems. This is required so that an informed decision can be made regarding the feasibility of acquiring these systems from the Royal Navy and the expected costs to have them serviced and modified to support the M5 programme.</p>
1.3	Background
	Included in the Summary 1.2 above.
1.4	Requirement
	<p>1. Conduct an engineering survey of the towed bodies currently held by the RN.</p> <p>2. Report the results of this survey in a report to be delivered to the Dstl.</p> <p>3. Report must cover the following details.</p> <p>a. Current material state of the towed bodies including water tight enclosures and electronics.</p> <p>b. Current material state of all supporting equipment including by not limited to</p>

	<ul style="list-style-type: none"> <li>i. Winches including hydraulics</li> <li>ii. Deployment apparatus if fitted</li> <li>iii. Cables</li> <li>iv. Any watertight cable termination</li> <li>v. Structural cable to the towed bodies</li> <li>vi. Slip rings if fitted</li> <li>vii. Any data handling systems including deck units or similar</li> </ul> <p>c. Estimates of the requirements for deployment of the towed bodies, this will include</p> <ul style="list-style-type: none"> <li>i. Likely personnel required for sea trial deployment assuming 24 hour manning</li> <li>ii. Size and capability of vessel required to deploy, Dst shall supply a list of vessels to be assessed. This must include details as to whether any welding will be required.</li> <li>iii. Requirements of deck space required for entire towed body system in terms of standard ISO containers.</li> <li>iv. Requirements for transportation of an entire towed body system.</li> <li>v. Details of any power and hydraulic requirements from the host vessel</li> </ul>
<b>1.5</b>	<b>Options or follow on work</b>
	<b>Options (may run concurrently in any year):</b>

1.6	Deliverables & Intellectual Property Rights (IPR)						
Ref.	Title	Due by	Format	TRL	Expected classification (subject to change)	What information is required in the deliverable	IPR DEFCON/ Condition <i>(Commercial to enter later)</i>
D0	Kick-off meeting (optional) if deemed necessary by Dstl and the supplier (within one month of contract start)	T0*+<1 month	Face to face meeting either at supplier site or Dstl Porton Down				DEFCON 705 shall apply
D1	Report/ Survey reports	T0*+2 months	Pdf				DEFCON 705 shall apply
D2	Presentation of the survey results	Before the report	Powerpoint + face to face discussion				DEFCON 705 shall apply

\*NB: T0 here refers to contract start date

1.7	<b>Standard Deliverable Acceptance Criteria</b>
	<p>All reports included as deliverables under the contract e.g. Progress and/or Final Reports etc. must comply with the Defence Research Reports Specification (DRRS) which defines the requirements for the presentation, format and production of scientific and technical reports prepared for MoD.</p> <p><b>Survey Reports:</b> The report should detail, document, and summarise the results of work done during the period covered and shall be in sufficient detail to comprehensively explain the results achieved; substantive performance; a description of current substantive performance and any problems encountered and/or which may exist along with proposed corrective action. An explanation of any difference between planned progress and actual progress, why the differences have occurred, and if behind planned progress what corrective steps are planned. All Reports shall be free from spelling and grammatical errors and shall be set out in accordance with the Statement Of Requirement (1) above.</p> <p>Failure to comply with the above may result in the Authority rejecting the deliverables and requesting re-work before final acceptance.</p>
1.8	<b>Specific Deliverable Acceptance Criteria</b>
	Not applicable

<b>2.</b>	<b>Quality Control and Assurance</b>	
<b>2.1</b>	<b>Quality Control and Quality Assurance processes and standards that must be met by the contractor</b>	
	<input checked="" type="checkbox"/> <b>ISO9001</b> (Quality Management Systems) <input type="checkbox"/> <b>ISO14001</b> (Environment Management Systems) <input type="checkbox"/> <b>ISO12207</b> (Systems and software engineering — software life cycle) <input type="checkbox"/> <b>TickITPlus</b> (Integrated approach to software and IT development) <input type="checkbox"/> <b>Other:</b> (Please specify below)	
<b>2.2</b>	<b>Safety, Environmental, Social, Ethical, Regulatory or Legislative aspects of the requirement</b>	
	Not applicable	
<b>3.</b>	<b>Security</b>	
<b>3.1</b>	<b>Highest security classification</b>	
	<b>Of the work</b>	OFFICIAL-SENSITIVE
	<b>Of the Deliverables/ Output</b>	OFFICIAL-SENSITIVE
<b>3.2</b>	<b>Security Aspects Letter (SAL)</b>	
	Yes If yes, please see SAL reference- 1000168561 dated 6 <sup>th</sup> October 2021	
<b>3.3</b>	<b>Cyber Risk Level</b>	
	Very low	
<b>3.4</b>	<b>Cyber Risk Assessment (RA) Reference</b>	

	<p>RAR-254048012</p> <p>If stated, this must be completed by the contractor before a contract can be awarded. In accordance with the <a href="https://suppliercyberprotection.service.xgov.uk/">Supplier Cyber Protection Risk Assessment (RA) Workflow</a> please complete the Cyber Risk Assessment available at <a href="https://suppliercyberprotection.service.xgov.uk/">https://suppliercyberprotection.service.xgov.uk/</a></p>
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4. Government Furnished Assets (GFA)					
GFA to be Issued - No					
If 'yes' – add details below. If 'supplier to specify' or 'no,' delete all cells below.					
GFA No.	Unique Identifier/ Serial No	Description: <i>Classification, type of GFA (GFE for equipment for example), previous MOD Contracts and link to deliverables</i>	Available Date	Issued by	Return Date or Disposal Date (T0+) <i>Please specify which</i>

	Proposal Evaluation criteria
5.1	Technical Evaluation Criteria

Technical Criteria						
Response Number	Assessment of the ITT will be based on the following 5 criteria	Maximum Score	Score	Weighting Percentage	Weighted score	Maximum score
R1	Acceptance of terms	100		20 %		20
R2	Demonstrate a track record in surveying related to the requirement, including evidence of ability to deliver to time, cost and quality	100		20 %		15
R3	Supply a detailed technical proposal which demonstrates knowledge of the requirement as specified in the SOR.	100		30 %		10
R4	Ability to achieve timely delivery of requirement from contract award (T)	100		30 %		10
Tender score						<b>100</b>
<b>Marking Scheme: No intermediate scores will be permitted. Each individual question will be evaluated against the following scoring mechanism.</b>						
Rating	Characteristic	Score				
Excellent	The response addresses all elements of the requirement, or exceeds it, and provides a comprehensive, unambiguous and thorough explanation of how the requirement will be fulfilled.	100				
Good	The response addresses all of the elements of the requirement and provides sufficient detail and explanation of how the requirement will be fulfilled.	70				
Adequate	The response addresses the key elements of the requirement but is weak in some areas and does not fully detail or explain how the requirement will be fulfilled.	30				



Proposal Evaluation criteria			
5.1	Technical Evaluation Criteria		
	Inadequate	The response does not address or explain how the requirement will be fulfilled and fails to demonstrate the ability to meet the requirement.	0
5.2	Commercial Evaluation Criteria		
Commercial Response			
1.	Completed in Annex A (Offer). Compliant pricing submission with detailed cost breakdown.		PASS/FAIL
2.	Details of the points of contacts for commercial, project management and technical have been provided.		PASS/FAIL
3.	Compliance with the required price quotation validity period of 60 days.		PASS/FAIL
4.	Unqualified acceptance of all Framework and Conditions Version 4		PASS/FAIL