

Sow 10707141451 – Remote Sensor Network

Annex A: Statement of Work



Annex A to Contract 707141451

Remote Sensor Network

STATEMENT OF WORK

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GENERAL DESCRIPTION

1. The purpose of this Statement of Work is to define the scope and content of the technical and management activities to be undertaken by the Contractor and the support required under the Contract.
2. This SOW will bound the scope of the requirements by the Authority in relation to the procurement, support, maintenance, and repairs of the Remote Sensor Network systems supported under this Contract. The Contractor shall provide in-service support to enable the Authority to maintain availability of the systems supported under this Contract.
3. From Contract Award, the Contractor shall support the equipments listed under Appendix 1 to these Annex A. Additional procurements of equipments may be undertaken throughout the Contract Term through the Framework Tasking procedure. The support of new equipments against the scope of this Contract shall be agreed through a Contract Amendment.

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
SoW 01 Project Management Meetings	Core	Meetings shall be held at either Contractor or Authority locations, or via Teleconference when suitable. The agreed Terms of Reference for each type of meeting shall be detailed in the appropriate management plan.	Contract Start up meeting.	Contract Start-Up Meeting – within 30 working days of Contract Award (CA).	Contract Start-Up Meeting – within 30 working days of Contract Award (CA).

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		<p>Where practical, meetings are to be scheduled and combined in order to minimise travelling and costs.</p> <p>The progress meetings shall be held Virtually or at MOD Abbey Wood Bristol, the Contractor's Office, or User location as appropriate and agreed.</p> <p>The Contractor shall arrange progress meetings so that:</p> <ul style="list-style-type: none"> • A suitable date is set so that all key stakeholders can attend. • The agenda is received by all stakeholders. • A suitable meeting room is arranged. • Accurate minutes are taken and distributed, stating agreed actions. <p>The Contractor shall provide administrative and secretarial services, including but not limited to:</p> <ul style="list-style-type: none"> • Terms of Reference for all meetings • Meeting agendas (to be agreed with the Authority) • Host and provide administrative and secretarial services for meetings. • Meeting minutes distributed to the Authority for approval. • Issue and distribute the final agreed minutes. <p>All discrepancies and shortfalls in documentation raised at the progress meeting shall be responded to within one week and remedied within four weeks, by the Contractor or Authority as applicable, throughout the duration of contract.</p>	Non-Formal Ad-Hoc. To be contracted through the Framework Tasking process.	As required	As required
SoW 02 Quarterly Reviews	Core	<p>The Contractor shall provide and submit the agenda, to the Authority, for review and approval, no later than 5 working days before the meeting. As a minimum the agenda items shall include:</p> <ul style="list-style-type: none"> • Overview of all changes on previous quarter • Review of the individual task progress • Future taskings/requirements. • Performance against the Key Performance Indicators • Risk and Opportunity management • Review of Joint Action Log (JAL) • Review of Joint Project Log (JPL) 	<p>Quarterly Project Review Meeting</p> <p>Provision of Agenda and minutes.</p> <p>Presentation of project outputs either via PDF,</p>	Content to be agreed with the Authority no later than 5 working days before the meeting. A report covering applicable points as a	Agenda provided to the Authority no later than a minimum of 5 working days prior to the Quarterly

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		<ul style="list-style-type: none"> Review of top project risks. Finance and Commercial review. Sub-Contractor status/progress and any issues that will impact quality, delivery, and performance if relevant. Any security/safety/documentation progress/issues to note. <p>Any other relevant subjects for discussion and AOB (Any Other Business).</p>	word or PowerPoint	minimum. All documents shall be delivered in a format compatible with Microsoft Office Applications.	Project Review Meetings.
SoW 03 SQEP Project Manager	Core	<p>The Contractor shall assign a Suitably Qualified and Experienced Personnel (SQEP) Project Manager (PM) for the procurement and through life support of the Contract. The PM will act as the Single Point of Contact (SPoC) with the Authority and hold suitable knowledge of the system solution.</p> <p>In the absence of the assigned PM the Authority requires a Deputy as a point of contact.</p> <p>The nominated PM shall:</p> <ul style="list-style-type: none"> Provide telephone and email contact details for the point of contact. Respond to Authority requests for assistance made within normal UK working hours no later than two working days after the request is made. Respond to any Authority written correspondence within five working days of receipt unless otherwise agreed by the Authority. 	Evidence of Suitably Qualified and Experience Personnel (SQEP) nominated with CV in PDF format. The competent and experienced Project Manager shall oversee and maintain satisfactory project progress and will exercise effective project management and control and produce timely reports.	CV of proposed PM provided.	CV of SQEP PM with ITN Response
SoW 04 Project Management Plan (PMP)	Core	<p>The Contractor shall produce a Project Management Plan (PMP) which outlines the timings and durations of all planned/required activities and includes:</p> <ul style="list-style-type: none"> Background 	PMP Delivered.	Project Management Plan. (PMP)	PMP updated throughout life of project.

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		<ul style="list-style-type: none"> Objectives Dependencies, assumptions & exclusions Organisation, roles & responsibilities Strategies & procedures Administration Management and activities of any sub-Contractors. Approach to PM methodologies on future taskings <p>Any changes required following a review of the draft PMP delivered with the Tender shall be implemented as part of the submission of the PMP deliverable.</p> <p>The Contractor shall monitor and implement updates to the PMP as required throughout capability delivery. The Contractor shall highlight any potential updates at project review meetings.</p>		All documents Shall be delivered in a format compatible with Microsoft Office Applications.	<p>Statement of compliance with tender response</p> <p>Draft PMP at Contract Award</p> <p>Initial PMP delivered 30 days post contract award</p>
SoW 05 Schedules	Core	<p>The Contractor shall create and maintain a master task schedule to track progress against each of the contracted tasks. The Schedule shall include:</p> <ul style="list-style-type: none"> Activity name. Most likely task durations. Successors and dependencies. Milestones including ILS, Commercial and Project Milestones Critical path. 	Delivery of task schedules where individual tasks specify (PDF format)	An updated schedule as agreed by the Authority.	<p>Deliver a schedule along with response to tasking form.</p> <p>Update schedule 5 days prior to the Quarterly Project Review Meetings.</p>
SoW 06 Risk Management	Core	<p>The Contractor shall identify and report all risks (including supportability risks) associated with the Contract.</p> <p>The report shall include, but not be limited to, the following:</p>	The risk and opportunities plan (ROMP) will detail as a	The Contractor shall provide	Draft Risk Register with tender response

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		<ul style="list-style-type: none"> • Risk Description including impact and potential trigger date. • Pre-Mitigation Probability • Pre-Mitigation Impact (Cost, Time & Performance) with BOE (Basis Of Estimate) • Proposed Mitigations • Estimated Completion Date of Mitigation Activity • Post Mitigation Probability • Post Mitigation Impact (Cost, Time, and Performance) with BOE (Basis Of Estimate) • Proposed fall back plans. 	<p>minimum how risks will be identified, recorded, managed, and reported; the rights of visibility and access that the Authority will have to the risk register and the reliance of the Contractors risk management processes on the Authority or its staff.</p> <p>The Contractor shall ensure that the risk report is maintained throughout the project and presented as part of monthly progress report. The active Risks shall transition to the In-Service Support Phase.</p> <p>The risk register shall be a living document that evolves with</p>	<p>the Authority with a draft Risk Register identifying the key risks to the project as part of its tender. The risk detail should include a description of the risk, it's impact on cost, schedule and scope, the probability of the risk occurring, the timescale in which the risk may occur, their recommended treatment approach, risk owner, and contingency plan.</p>	<p>Revised plan 60 days post contract award</p> <p>Report updated as required throughout life of project.</p>

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			<p>project progress and shall be updated (if necessary) following each Progress meeting.</p> <p>The Contractor Point of Contact (POC) and Authority POC shall ensure that the combined register is maintained throughout the Contract Term.</p>		
SoW 07 Project Logs	Core	<p>The Contractor shall provide a Joint Action Log to capture actions through the project, and a Joint Project Log to detail project history and working decisions.</p> <p>Joint Action Log will act as a record of tasks that have been placed and agreed by action owners throughout the project. It is to be a shared document but is managed and updated by the Contractor.</p> <p>JAL to include:</p> <ul style="list-style-type: none"> • Unique serial number for each action. • Description of action. • Applicable task. • Action owner. • Measure of importance (H/M/L). • Requested completion date. • Date of last update. • Status (completed/incomplete). 	<p>Draft Joint Action Log (JAL) and Joint Project Log (JPL) to be drafted in an appropriate format, as agreed between Contractor and Authority. And then maintained by the Contractor.</p>	<p>Joint Action Log and Joint Project Log formally issued to and accepted by the Authority. Maintained and updated throughout the project life.</p>	<p>JAL and JPL delivered 30 days post contract award.</p> <p>Logs updated as required throughout life of project.</p>

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		<ul style="list-style-type: none"> Comments. <p>Joint Project Log will record any key decisions, meetings, and milestones to assist in recording the project history. It is to be a shared document but is managed and updated by the Contractor. This is to contain any LFE that is developed throughout the delivery of the project.</p>			
SoW 08 Safety & Environmental Management	Core	<p>The Contractor shall be required to plan and implement an effective Safety and Environmental Management System (SEMS) in accordance with DEF STAN 00-056, DEF STAN 00-051 and MoD Acquisition Safety and Environmental Management System (ASEMS) and any associated standards as applicable (e.g., DEF STAN 00-055), ensuring all the products, services or systems are safe for people and the environment.</p> <p>The contractor shall comply with the DSA01.1 policy, applying the regulations defined in DSA02.DLSR.</p> <p>The Contractor shall lead this requirement and act as the Safety and Environmental Design Authority and endorse the design as safe.</p> <p>The Authority shall be responsible for the final endorsement.</p>	<p>Develop and maintain body of evidence to support the Safety and Environmental Case (SEC)</p> <p>Maintain the Safety and Environmental Management Plan in accordance with the DEF STAN 00-056, 00-051 and DSA01.1 and DSA02.DLSR</p> <p>Maintain the extant Safety and Environmental Case Report (SECR) in accordance with the DEF STAN</p>	<p>Compliance with: DEF STAN 00-056 DEF STAN 00-051 DEF STAN 00-055. DSA01.1 DSA02.DLSR ASEMS</p>	<p>Initial draft of statements and declarations summarising how the Contractor is going to meet all safety and environmental management deliverables to be returned with tender response.</p> <p>SEMP, SECR, Hazard log, EFM and Legislation Compliance Matrix to be supported from contract award</p>

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			00-056, 00-051 and DSA01.1 and DSA02.DLSR		
SoW 09 Security Management	Core	<p>The Contractor shall provide assurance that security is being managed in accordance with the security management plan</p> <p>a. The Contractor should hold a current Cyber Essentials Certificate (https://www.gov.uk/government/publications/cyber-essentials-scheme-overview)</p> <p>b. Where the clause above is currently not satisfied, the Contractor undertakes to apply to the Cyber Essentials framework assessment to achieve a certificate and provide the authority with an implementation plan including timelines of how this will be achieved.</p> <p>c. The Contractor shall manage information in accordance with the Security Aspects Letter (SAL) at Annex K.</p> <p>d. The Contractor shall maintain Facility Security Clearance (FSC) for the duration of the Contract. The Contractor shall immediately notify the Authority if it is unable to maintain FSC.</p> <p>e. The Contractor shall complete the provided Defence Cyber Protection Partnership (DCPP) (https://www.gov.uk/guidance/defence-cyberhttps://www.gov.uk/guidance/defence-cyber-protection-partnershipprotection-partnership) Supplier Assurance Questionnaire (SAQ) to provide evidence that they are working towards the required assurance status associated with the Authority provided Risk Assessment Reference (RAR) number RAR-587480896.</p>	<p>Cyber Essentials Certificate. Where a Cyber Essentials Certificate is not held, the Contractor will apply to the Cyber Essentials Framework assessor and achieve certification within 1 month following contract award or provide the authority with an implantation plan including times of how this will be achieved.</p>	<p>Cyber Essentials Certificate</p> <p>Completed SAQ</p>	<p>Cyber Essentials Certificate provided with ITN response.</p> <p>Completed SAQ with ITN response.</p> <p>Cyber Implementation Plan (if required) within 30 days from Contract Award.</p>
SoW 10	Core	The Contractor shall provide and maintain a Security Management Plan as an Annex to the Engineering Management Plan (EMP)	Security Management Plan as an Annex to the	Security Management Plan as an Annex to the	Initial draft statements and declarations

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Project Security Management Plan		<p>The Security Section of the EMP shall define the key Information Assurance (IA) issues and key IA events and deliverables defined within a schedule.</p> <p>The Security Section of the EMP shall set out the security measures to be implemented and maintained by the Contractor in the development environment in relation to all aspects of the project delivery, including with the supply chain.</p> <p>The Security Section of the EMP shall set out the security design approach to all Remote Sensor Network tasks; the following activities are expected in accordance with DEFSTAN 05-138 and 05-139</p> <p>Contractor Security Activities The key security activities to be performed by the Contractor shall be defined in the Annex to EMP. These shall include:</p> <ul style="list-style-type: none"> a. Attending/ Leading Monthly Security Working Groups (SWG) as required by the Authority from Contract Award. b. Producing documentation to support each of the Remote Sensor Network tasks and ongoing assurance activities. This should include: <ul style="list-style-type: none"> a Identification of compliance and non-compliance with relevant standards as per DF47 Annex F. b Control Measure Assessment in line with National Institute of standards and Technology (NIST) 800-53 and 800-37 where applicable c Risk identification and mitigation measures in line with NIST 800-30 methodology d Information Lifecycle diagrams/ descriptions. National Cyber Security Centre (NCSC) recommend Systems Theoretic Process Analysis (STPA) process for these. e Penetration testing (where required by the SWG) c. The Risk Mitigation aspects of the Contractor solution shall include technical controls (design, configuration of products) in response to both the Contractor's risk assessment and the Authority's Systems Requirement Document (SRD) Requirements. 	<p>Engineering Plan (EMP).</p> <p>Security Artefacts relevant to the task</p>	Contractor's Engineering Plan (EMP)	<p>summarising how the Contractor is going to meet the Project Security requirements with ITN response.</p> <p>Revised Security Management Plan (annex to EMP) to be delivered 90 days post contract award</p> <p>Maintained and Updated throughout the contract period</p>

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SoW 11 Engineering Management	Core	<p>The tenderer shall produce an Engineering Management Plan (EMP) which outlines how engineering support shall be managed throughout the life of the project.</p> <p>This shall include but not limited to;</p> <ul style="list-style-type: none"> • The contractor's approach to systems engineering and understanding of system integration and system boundaries. • Management of resource allocated to the project matching its varying demand, ensuring they are appropriate in terms of size and SQEP to the needs of the various tasks at all stages. • Design and manufacturing elements that they are appropriate in terms of production scale and requirements. • EMC management. 	<p>Draft EMP with tender response</p> <p>Revised EMP to be delivered 90 days post contract award</p>	<p>All documents Shall be delivered in a format compatible with Microsoft Office Applications.</p>	<p>Revised EMP to be delivered 90 days post contract award</p> <p>Maintained and Updated throughout the contract period</p>
SoW 12 Requirements Management	Core	<p>Verification and Validation Requirements Matrix (VVRM) and acceptance</p> <p>Within the EMP, the Tenderer shall show how they will manage requirements through the life of the Commercial Off the Shelf (COTS), Military Off the Shelf (MOTS) or bespoke equipment.</p> <p>This shall include but not limited to:</p> <ul style="list-style-type: none"> • Interpretation of User Requirements that have come directly into the project without an SRD provided by the Authority. • Interpretation of System Requirements, developing design characteristics and formalising a final design solution. • Management of system boundaries and integration • Process of collation of acceptance evidence against requirements. 	<p>Submitted as part of the draft EMP at tender response</p>	<p>All documents Shall be delivered in a format compatible with Microsoft Office Applications.</p>	<p>Maintained and Updated throughout the contract period</p>
SoW 13 Integrated Test/Trials, Evaluation and Acceptance Plans (ITEAPs)	Core	<p>Within the EMP, the Tenderer shall show their approach to (ITEAP's) to provide assurance in the performance of design solutions.</p> <p>This shall include but not limited to:</p> <ul style="list-style-type: none"> • Planning of required verification and validation for each project • Planning of testing where necessary, setting pass/fail criteria and how it would be executed and reported. • Use of verification and validation evidence to assure requirements compliance. 	<p>Submitted as part of the draft EMP at tender response</p>	<p>Acceptance by Authority</p>	<p>Maintained and Updated throughout the contract period</p>

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		The Authority shall be able to witness ITEAP activity as necessary.			
Sow 14 Market Scoping Studies (MSS)	Core	<p>The MSS report should be clear and concise and designed for both technical and non-technical users; this should include but not be limited to:</p> <ul style="list-style-type: none"> • Clear images of all solutions identified, including manufacturer, cost, technical capability, pros and cons against the user requirement. • Comparison charts and graphs of all relevant factors • Solution maturity level, • Suggestions as to any modifications that would / could be made including impact and risks/ opportunities. • Procurement/ signature considerations <p>The study should include an executive summary, introduction and recommendations.</p> <p>As a guide, the reports produced shall contain (but not limited to) the following:</p> <ul style="list-style-type: none"> • Contents • Introduction and background to technology/ capability for uneducated readers • Products available • Country of origin • Manufacturer details • UK reseller details (if appropriate) • Maturity of available product(s) – Applicable Technology Readiness Level (TRL). TRLs defined with in task documents. • Security of Supply • Price • Export/ import restrictions • Current employment (by User role) • Current employment (by User region) • Potential Concept of Operation (CONOP) • Potential integration issues • Potential development issues 	A report covering applicable points as a minimum. All documents shall be delivered in a format compatible with Microsoft Office Applications.	Authority will have 5 working days to review submitted draft reports prior to acceptance. All reports submitted shall be of the same, or greater, quality than the Market Scoping study submitted at ITN.	MSS topics shall be agreed with the Authority at start of month 3, 6, 9 and 12 of the contract. Reports shall then be delivered end of month 3, 6, 9 & 12 throughout the duration of the contract.

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		<ul style="list-style-type: none"> Service and support considerations Obsolescence 			
SoW 15 Configuration Management	Core	<p>The Contractor shall ensure Configuration Control of Remote Sensor Network artefacts in accordance with Defence Standard 05-057 Issue 8 "Configuration Management of Defence Material".</p> <p>A. Configuration Control (CC) shall be applied to ensure tracking of the status of all units.</p> <p>B. It shall be conducted in accordance with Defence Standard 05-57.</p> <p>C. If the Configuration status of the System has changed, the Contractor shall agree (via the TAF process) what changes can be made to the overall fleet of the systems to maintain availability for the Users.</p> <p>D. Work will be tasked by the MOD Point of Contact (POC) (Operations Manager (OM) or PM) who shall prioritise the work to be undertaken.</p> <p>E. The Contractor shall with the agreement of the Authority establish a Joint Asset Register to track systems in the repair loop to ensure that the Users retains the maximum availability.</p>	The system configuration management will be reviewed as an agenda item at every quarterly progress meeting.	Initial draft of statements and declarations delivered with ITN response.	<p>Plan updated as required throughout life of project.</p> <p>Configuration Management Plan (CMP) formally issued to and accepted by the Authority within the Contractor's Integrated Support Plan (ISP) within 90 days of contract award.</p>
SoW 16 Supportability	Core	<p>The Contractor Shall provide an Integrated Support Plan (ISP) in response to the Authority's Integrated Logistic Support Plan (ILSP) in accordance with the guidance contained within Defence Standard 00-600 (all parts).</p> <p>ISP. This plan shall include as a minimum:</p> <p>A. A description of the Contractor's logistic support management structure, organisation and:</p> <p>(1) Nominate a dedicated person responsible for all ILS activities of the system's Support Solution</p> <p>(2) Describe how the Contractor will be managed and co-ordinated their Sub-Contractors</p>	1. Draft of statements and declarations summarising how the contractor is going to meet all ILS requirements covered within the Authority's ILS Plan is to be	Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised	Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan

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		<p>B. Provide details of how the Contractor will deliver the ILS deliverables in line with the Authority's ILS Plan specifically covering the ILS Elements below and any additional identified deliverables within the ILS Plan:</p> <ol style="list-style-type: none"> (1) Support Strategy and Maintenance Plan in accordance Def Stan 00-045 and Annex A of the Authority's ILS Plan (2) Availability, Reliability and Maintainability (AR&M) Plan in accordance with Def Stan 00-040. Def Stan 00-042 and Annex B of the Authority's ILS Plan (3) Software Support Plan in accordance with Def Stan 00-55, Def Stan 00-56, and Annex C of the Authority's ILS Plan (4) Human Factors Integration (HFI) Plan in accordance with Joint Services Publication (JSP) 912, Def Stan 00-251 and Annex D of the Authority's ILS Plan (5) Support and Test Equipment Plan in accordance with Annex E of the Authority's ILS Plan (6) Technical Information Management Plan (TIMP) in accordance with Def Stan 00-601, Part 3 and Annex F of the Authority's ILS Plan (7) Technical Publications Plan in accordance with Annex G of the Authority's ILS Plan (8) Training and Training Equipment Plan in accordance with JSP 822, Def Stan 03-044, Def Stan 03-50, and Annex H of the Authority's ILS Plan (9) Supply Support Plan in accordance with Def Stan 00-600 and Annex I of the Authority's ILS Plan (10) Materiel and Financial Accounting Plan in accordance with Annex J of the Authority's ILS Plan (11) Packaging, Handling, Storage & Transportation (PHS&T) Plan in accordance with the Def Stan 81-041 parts 1-6, DEFCON 129 and Annex K of the Authority's ILS Plan (12) Configuration Management Plan in accordance with Def Stan 05-057 and Annex L of the ILS Plan (13) Obsolescence Management Plan in accordance with BS EN IEC 62402:2019 and Annex M of the Authority's ILS Plan (14) Facilities and Infrastructure Plan in accordance with Annex N of the Authority's ILS Plan (15) Disposal Plan in accordance with Def Stan 00-600 and Annex O of the Authority's ILS Plan 	<p>delivered with ITN return.</p> <p>2. Initial Integrated Support Plan to be delivered 90 days post contract award</p>	<p>by the Authority after Contract Award with the full ISP delivered 90 days post contract award.</p>	<p>delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.</p>

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		<p>C. Produce an ILS Deliverables Schedule detailing the tasks and description of the ILS activities that the Contractor intends to undertake to meet the Project/ILS Milestones for the duration of the contract.</p> <p>D. Provide Secretariat duties of Logistic Support Committee (LSC) Meetings for the duration of the contract.</p> <p>E. Provide support to the Authority's Support Solution Acceptance process (Logistic Demonstration (LD) and Ease of Maintenance Assessment (EMA) prior to the declaration of Initial/Final Operating Capability (IOC/FOC).</p> <p>*Defence Logistics Framework: https://www.defencegateway.mod.uk/sites/dlf</p> <p>**Defence Standardisation: https://www.dstan.mod.uk/</p>			
SoW 17 Materiel and Financial Accounting	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> 1. Propose how Authority assets within their custodian are to be managed and updated on behalf of the Authority for the duration of the Contract. 2. Propose how Asset delivered and/or proposed to be delivered will be Managed on behalf of the Authority for the duration of the contract. 	Draft Materiel and Financial Accounting Plan in line with the Authority's ILS Plan	Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90	Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post

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				days post contract award.	contract award.
SoW 18 Technical Publication (Equipment/ System Documentation)	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> 1. Review (at least annually or as dictated by a change in the configuration status and/or change to the Bill of Material that form their Systems and/or Sub systems) and advise the Authority of any changes to the Operation, Maintenance and Repair of any of their Systems and/or Sub Systems that may impact the supporting Technical Publications. 2. Produce Initial Technical Publications using the AESP structural layout within Def Stan 00-601 Part 4 but not necessarily the prescribed format. The Authority will advise on the acceptable standard at the first meeting after contract award. 3. Final Authority agreed Technical Publications will be provided in MS Word and PDF format. 4. Any changes (through systems and/or sub systems updates and modifications) resulting in a change to the supporting Technical Publications will be agreed prior to inclusion with the Authority and be limited to a change of no more than 30 pages of text on both sides of the paper. 5. Any changes to the Supporting Technical publications requiring updates in excess of 30 pages will be costed and approved through the Task Authorisation Form (TAF) process once agreed with the Authority. 	<ol style="list-style-type: none"> 1. The Contractor shall provide a draft Technical Information Management Plan (TIMP) as part of Tender return, 2. An initial TIMP is to be delivered with the ISP within 30 days of contract award. 3. Following annual review of the Equipment Documentation, The Contractor is to provide updates, if changes are required within 10 working days. These will be reviewed by the Authority's POC within 5 Working days. 	<p>Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90 days post contract award.</p>	<p>Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.</p>

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SoW 19 Quality Management	Core	<p>Quality Management System - The contractor shall maintain a Quality Management system in accordance with ISO9001:2015 (or equivalent) throughout the duration of this Contract, with an appropriate scope to meet the contract deliverables, this shall be certificated by a United Kingdom Accreditation Service (UKAS) accredited certification body or equivalent International Accreditation Forum (IAF) member. This shall be at no additional cost to the Authority.</p> <ol style="list-style-type: none"> 1. NATO Quality Assurance Requirements (Design/Development and Production) – For the purposes of the Contract AQAP2110 Edition D entitles. "NATO Quality Assurance Requirements for Design, Development and Production" shall apply where the Contractors Quality Management System meets the requirements of ISO 9001:2015. Certificate of Conformity shall be provided in accordance with DEFCON 627. Note: Refer to Quality Conditions within the Contract. 2. Concessions - For the purpose of the Contract, Concessions shall be managed in accordance with Defence Standard 05-061 Part 1 entitled "Quality Assurance Procedural Requirements - Concessions Issue 7". 3. Counterfeit Avoidance Management - For the purposes of the contract, Counterfeit Avoidance Management shall be managed in accordance with Defence Standard 05-135 entitled "Avoidance of Counterfeit Materiel Issue 2". 4. Contractor Working Parties - For the purposes of the contract, and Contractor Working Parties shall be provided in accordance with Defence Standard 05-061 Part 4 entitled " Quality Assurance Procedural Requirements - Contractor Working Parties Issue 4". 5. Informative Quality Assurance Standards - For Guidance on the application and interpretation Please use the appropriate AQAP Standard Related document (SRD). <p>Where Government Quality Assurance is performed against this Contract, it will be in accordance with AQAP 2070 Edition B. For the purposes of the Contract, ISO 25051:2008 Software engineering - Software Product Quality Requirements and Evaluation (SQuaRE) shall apply.</p>	The Contractor shall provide a draft Quality Management plan (QMP) as part of Tender return	Delivery of statements confirming elements of QMP will be met. Future iterations will be advised by the Authority after Contract Award with revised QMP delivered 90 days post contract award.	Initial draft of statements and declarations summarising how a contractor is going to meet all QM elements delivered with ITN response. Revised plan to be delivered 90 days post contract award.

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		<p>6. Quality Assurance Representative - All Reference to the GQAR in the documents which form part of this Contract shall be read as referring to the Authority specified in Box 7 of the DEFFORM 111.</p> <p>The Contractor shall provide a Deliverable Quality Plan to the Authority for approval in accordance with DEFCON 602A – Deliverable Quality Plan and AQAP 2105 Edition C Version 1 entitled "NATO Requirements for Deliverable Quality Plans" within 3 months of Contract Award. Once the Deliverable Quality Plan has been approved by the Authority, it shall be incorporated into the Contract at Annex O. The Contractor shall be solely responsible for the accuracy, suitability and applicability of the Deliverable Quality Plan. The Contractor shall ensure that the processes and procedures applied to this Agreement are periodically reviewed and that any changes to the PQMP shall be subject to prior approval by the Authority.</p>			
SoW 20 Obsolescence Management	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <p>The Contractor shall manage Obsolescence.</p> <p>The Contractor shall be responsible for managing obsolescence over the entire period of the contract and, notwithstanding any Obsolescence Issues or problems; the Contractor remains responsible for meeting all performance and other requirements of this contract.</p> <p>The Contractor shall provide the Authority with obsolescence status briefs, as part of quarterly progress meetings and reporting.</p> <p>Where any Obsolescence issues are likely to impact the System capabilities and/or performance the Contractor shall provide an Obsolescence Report immediately to the Authority through phone and/or email communication exchanges.</p> <p>Contractor shall be liable for all costs incurred in identifying and implementing a Form Fit Function (Equivalent) replacement to resolve the Obsolescence Concern or Obsolescence Issue. The costs for which the Contractor is responsible include, but are not limited to, the costs of investigating part availability, locating suitable part replacement, vendor interface, engineering efforts, testing and qualification requirements, documentation changes.</p> <p>The Authority shall be responsible for all other costs associated with:</p>	<p>Provision of Obsolescence Management Plan as part of the Contractor's ISP.</p> <p>Any known obsolescence concerns should be emailed as soon as it is identified to the Authority. This should be followed up in more detail as part of the next obsolescence status brief.</p>	<p>Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90 days post contract award.</p>	<p>Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.</p>

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
		<ol style="list-style-type: none"> 1. The mitigation of Obsolescence Concerns (limited to planned system upgrades and risk mitigation buys); 2. The resolution of Obsolescence Issues excluding Form Fit Function <p>No work other than that agreed as part of the contract shall take place in association with Obsolescence unless otherwise agreed as part of a Framework Tasking.</p>			
SoW 21 Disposal Management	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> 1. The Contractor shall provide Disposal Management for Remote Sensor Network equipment, that conforms to Authority's template that is attached with contract 2. Agree (through the TAF process) any identified Disposal requirements with the Authority and the Defence Equipment Sales Agency (DESA) prior to undertaking any Disposal activity. 3. Consider the option and advise the Authority of the possibility of the Contractor considering to "buy back" the System and/or Sub systems when considering Disposal activities. 	<ol style="list-style-type: none"> 1. Draft Disposal Plan in line with the Authority's ILS Plan 2. Within 90 days of contract start, The Contractor will provide a Disposal Plan to the Authority for acceptance 	Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90 days post contract award.	Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.
SoW 22 Packaging, Handling,	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> 1. Consider PHS&T issues relating the Tactical and Operational requirements of the Users. 	<ol style="list-style-type: none"> 1. PHS&T Plan in line with the Authority's ILS Plan. 	Delivery of statements confirming elements of ISP will be	Initial draft of statements and declarations summarising

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Storage and Transportation (PHS&T)		<p>2. Consider PHS&T issues relating to the PHS&T requirements for batteries within or external to the proposed systems and/or sub systems throughout the Contract.</p> <p>The Contractor shall provide a Packaging, Handling, Storage, and Transportation (PHS&T) Plan as part of the Contractors Reliability and Maintainability Case Report. This to be placed within the ISP.</p>	2. Further iterations of this document will be as agreed with the Authority.	met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90 days post contract award.	how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.
SoW 23 Availability, Reliability & Maintainability	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> 1. Where Availability, Reliability and Maintainability may or will be affected as a result of any service or repair conducted in accordance with any other element of this specification, the Contractor shall notify the Authority immediately. 2. Provide evidence of how the AR&M are to be assessed to meet the systems and/or sub systems requirements. 3. As soon as an Availability, Reliability or Maintainability concern has been identified, initial details of the concern should be emailed immediately to the Authority. This should be followed up within 5 working days with a proposed plan of action. 	<p>1. The Contractor shall provide an initial statement declaring they are able to meet all elements of the Reliability and Maintainability Case Report covered within the Authority's ILS Plan.</p> <p>2. Further iterations of this document will be as agreed</p>	Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP	Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
			with the Authority and a final issue to be delivered 90 days post contract award.	delivered 90 days post contract award.	contract award.
SoW 24 Maintenance Plan	Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> Where Maintenance support may or will be affected as a result of any service or repair conducted in accordance with any other element of this specification, the Contractor shall notify the Authority immediately. Provide evidence of how the agreed Maintenance Plan is to be assessed to meet the continued systems and/or sub systems Maintenance policy. As soon as an Availability, Reliability or Maintainability concern has been identified, initial details of the concern should be emailed immediately to the Authority. This should be followed up within 5 working days with a proposed plan of action. 	<ol style="list-style-type: none"> The Contractor shall provide an initial statement declaring they are able to meet all elements of the Maintenance Plan as part of the Tender Return, Confirm that the contractor can provide Level 4 engineering and technical services for the contract period. Detail preventative maintenance and any required specialist equipment. 	<p>Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90 days post contract award.</p>	<p>Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.</p>

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
			4. A full and final version of this to be delivered with the ISP 90 days post contract award		
SoW 25 Special Tools and Test Equipment (ST&E) Plan	Core	The Contractor shall select any specific Support and Test Equipment (S&TE) required by the Authority to undertake Level 1/2 Maintenance from the MOD Inventory. Where new to service S&TE is required by the Users, this will need to be justified and costed.	1. The Contractor shall provide an initial statement declaring they are able to meet all elements of the S&TE Plan as part of the Tender Return, 2. A full and final version of this to be delivered with the ISP 90 days post contract award	Delivery of statements confirming elements of ISP will be met. As detailed within the Authority's ILS Plan. Future iterations will be advised by the Authority after Contract Award with the full ISP delivered 90 days post contract award.	Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN return. Full Integrated Logistics plan to be delivered 90 days post contract award.
SoW 26 Technical Support	Core	The Contractor is to provide Technical Support covering the equipment under the contract to provide expert advice and resolve issues. The Contractor shall provide telephone and e-mail technical support to the Point of Contact (PoC) for equipment covered by the contract.	During the working day the Contractor shall be contactable by telephone and/or email facility to	1. Proposed arrangement for Technical Support as part of the Maintenance Plan in line	Initial draft of statements and declarations delivered with ITN response.

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
			<p>provide Subject Matter Expert (SME) Technical Support and guidance to the Authority representatives during the duration of this contract.</p> <p>Responses to be provided to the POC within 5 working days of first contact.</p>	<p>with the Authority's ILS Plan</p> <p>2. Satisfactory Technical information documents that meet the necessary standards.</p>	Throughout the contract period.
SoW 27 Spares	Non-Core	<p>Spares:</p> <ol style="list-style-type: none"> 1. A Purchase Order, issued to the Contractor by the Authority's POC, will constitute the Authority's approval to proceed with the manufacture and supply of the items listed at Annex B. The Contractor shall acknowledge receipt of the Purchase order within 3 business days. The Contractor shall then proceed with the manufacture and supply of the spares order. 2. If the Contractor is unable to accept the demand order whether wholly or in part, he shall notify the Authority's issuing branch giving the reasons and where appropriate recommendations for amendment. 3. The Contractor shall deliver the articles Ex Works and notify the Authority's Project Manager who will arrange collection. The Contractor shall endeavour to collate deliveries into batches whenever possible. Once the items are ready for delivery, the Contractor shall notify the Authority's POC to arrange booking onto User site. 4. The Contractor shall deliver the articles Ex-Works against the timescales listed against each item at Annex B. The Contractor shall endeavour to collate deliveries into batches whenever possible. Once the items are ready for collection, the 	Delivery shall be against the lead times identified for each ordered item.	Contractors' compliance statement to the Spares processes	<p>Contractors statement as part of the ITN response</p> <p>Throughout the contract period</p>

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
		<p>Contractor shall notify the Authority's Project Manager to arrange collection through MOD Transport.</p> <p>5. Payment shall be made on delivery and acceptance by the Authority.</p> <p>6. Any new to service items may be NATO Codified in accordance with the requirement of the task.</p>			
SoW 28 Repairs	Non-Core	<p>1. The Authority shall issue the articles to the Contractor's premises and shall raise an Order for completion of a Repair Survey in accordance with the template at Appendix 1 to Annex C. The Purchase Order shall constitute the Authority's approval to proceed with the Survey. The Contractor shall acknowledge the Purchase order within 5 business days.</p> <p>2. Articles issued for repair/modification shall be issued to the Contractor as Contract Works Items in accordance with DEFCON 611 and must be recorded by the Contractor accordingly.</p> <p>3. On completion of the Survey the Contractor shall submit a Survey Report to the Authority's Project Manager. The Survey Report shall detail whether it is a minor or major repair as defined below and provide a firm price quotation for the work, showing a comprehensive breakdown of the elements of the quotation including:</p> <ul style="list-style-type: none"> i. Materials ii. Subcontract costs iii. Labour Hours and contractually agreed labour rates. iv. Task commencement and completion dates <p>4. Pricing provided in the Survey Report shall be subject to DEFCON 643 - Price Fixing (Non-Qualifying Contracts)</p> <p>5. The Contractor shall identify any items as Beyond Economic Repair (BER)* The Contractor shall notify the Authority's Project Manager of any BER items for instructions. Any disposal actions shall be undertaken in accordance with DEFCON 601 – Redundant Material.</p>	Repairs to be completed within the agreed turnaround time as stated in the Survey Report and agreed though the Purchase Order.	Contractor's compliance statement to the Repairs processes	Contractors statement as part of the ITN response Throughout the contract period

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
		<p>* For the purposes of this contract, the definition of BER is to be based upon 75% of the cost of a new replacement.</p> <ol style="list-style-type: none"> Acceptance of the firm price quotation for the repair shall be made through the issuing of a Purchase Order. The Contractor shall accept the Purchase Order within 10 business days and proceed with the repair. The Contractor shall complete the repair within the agreed timescales and notify the Authority's Project Manager once the repair has completed so that collection can be arranged. The Contractor shall deliver all items Ex-Works unless otherwise agreed through the Purchase Order. The Contractor shall ensure that all repaired articles be fit for purpose and certified for use. Payment shall be made upon delivery and acceptance by the Authority. 			
SoW 29 Software and Licences	Non - Core	<p>In addition to the production of the Contractor's ISP and associated Support Plans detailed in SoW 16 above, the Contractor shall:</p> <ol style="list-style-type: none"> The Contractor shall deliver all Software and Software licenses required to support Remote Sensor Network systems. All software shall be delivered in accordance with Condition 5 – Intellectual Property Rights of the Terms and Conditions of this Contract. A Software Support Plan is to be developed as an annex to the Contractor's Integrated Support Plan. This is to detail all activities that support the operation of software and sustain the ability of software to satisfy the requirement. <p>Additionally, the Contractor is to include the process and procedures required for the installation of Software patches/updates that can be undertaken by the Authority's Trained Users</p>	<ol style="list-style-type: none"> Compliance Statement/Agreement from the Contractor that any Software and/or Software Licences required for the duration of this contract will be available to the Authority and its Users. The Contractor shall provide free access rights to any Software 	<p>Software to be provided in accordance with DEFCON 91.</p> <p>For any COTS Software the Contractor shall provide the Authority a Licence in accordance with the format set out in</p>	<p>Initial draft of statements and declarations summarising how a contractor is going to meet all ILS elements covered within the Authority's ILS Plan delivered with ITN</p>

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
			<p>developed as part of the Project. Where the information is proprietary the Authority shall be informed. The Authority shall be given the licence to use and/or update any Software to meet the Operational requirements.</p> <p>3. The Software Support Plan, in accordance with the Authority's Integrated Logistics Support Plan (ILSP) should address the Software Change Management Process.</p>	DEFFORM 701	return. Full Integrated Logistics plan to be delivered 90 days post contract award.
SoW 30 Framework Tasking	Non-Core	<p>Support via TAF process.</p> <p>Framework tasking could include but not be limited to:</p> <ul style="list-style-type: none"> a) New requirements b) General ad-hoc technical meetings. c) General formal technical meetings. 	1. Completed Ad-hoc TAF with information relevant to the task.	Contractors' compliance statement to the TAF processes	Contractors statement as part of the ITN response

Ref	Core / Non-Core	Statement of Requirement	Contract Deliverables	Acceptance Criteria	Delivery & Frequency
		<ul style="list-style-type: none"> d) Advice and technical assistance outside core hours provision. e) Reproduction of amended drawings for the Authority. f) Work outside core services as a result of Safety & Environmental Management. g) Investigation and reporting on equipment failure. h) Monitor issues that result from equipment failure. i) Attendance and Support at additional Safety meetings. j) Additional market scoping studies in addition to the 4 contracted per year k) Provision of design services for non-core tasks. l) Supply of Modifications. m) Provision of source data for codification of modifications. n) Fitting Modifications. o) Provision of training for fitting modification kits. p) Provision of Field Service Representative when required. q) Capability Improvements. r) Delivery of additional systems. s) Provision of additional Training Courses. t) Subcontract Work. u) Assistance to Dstl. v) Any other advice, data, and documentation for the purpose of writing and maintaining the Through Life Management Plan (TLMP)/Service Delivery Plan (SDP). w) Disposals 	2. Task carried out within agreed timescale and cost as defined in the associated TAF.		Throughout the contract period

Annex A

List of equipment to be supported in accordance with the Statement of Work above.

- [Redacted]