Ministry of Defence

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SCHEDULE B – GFA OBLIGATIONS OF THE AUTHORITY
(PLACEHOLDER - SUBJECT TO NEGOTIATION WITH CONTRACTOR)

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

Note: The Tenderer shall identify in their tender return any item or equipment which they require to support the service. If being sought for the contract, the Contractor shall where possible identify the term of the loan for each required item.

Ministry of Defence

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SCHEDULE C – PRICING AND PAYMENT

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

SCHEDULE C

PRICING AND PAYMENT

1 CONTRACT PERIODS

1.1 The Contract will consist of up to four Contract Periods. Pricing for each of the Contracting Periods will be determined in accordance with the following procedure:

a. Ahead of each follow-on Contract Periods, the Authority will request from the Contractor a priced proposal for delivering the Services in the next Contract Period. This shall include, in respect of the follow-on Contract Period:

i. Any changes the Authority wishes to make to the Services and the Contract;

b. The Contractor shall provide the Contract Data Requirements in accordance with Schedule Q (Contractor Deliverables), including a Fully Costed Work Breakdown Structure to be agreed with the Authority and an associated Financial Model. The Financial Model and fully costed Work Breakdown structure shall be used to detail the 'Target Cost' for the Pricing Period against the costs to be properly incurred for the purposes of this agreement, in line with the work to be provided as set out in Schedule A (Statement of Requirements).

c. If requested by the Authority, the Contractor shall provide any additional information required and/or shall consider revising the proposal in accordance with Authority feedback and resubmitting it to the Authority.

2. MAXIMUM PRICE TARGET COST INCENTIVE FEE (MPTCIF)

2.1 The Parties have agreed that a Maximum Price Target Cost Incentive Fee ("MPTCIF") arrangement as set out in this Schedule shall apply to all work carried out by the Contractor under Item 1 in Schedule A (Statement of Requirements).

2.2 The total amount payable to the Contractor for each Contracting Period under Item 1 of the Schedule of Requirements to the Contract shall be based on the Actual Costs incurred by the Contractor plus the Target Fee as set out in this Schedule C minus any performance withholds applied in accordance with Schedule F (Contract Performance)

2.3 The Contractor's Actual Costs under Clause 2.2 above means the Contractor's outturn costs properly incurred for the purposes of delivering its obligations under Item 1 of the Schedule of Requirements, where such costs are verified by the Authority to be Allowable, Attributable and Reasonable costs as if the Contract was a Qualifying Defence Contract under the Defence Reform Act 2014.

2.4 Within 6 months of the end of the Contract Period, the Contractor shall submit to the Authority a final auditable cost statement showing Appropriate, Attributable and Reasonable costs. The Authority may elect at its sole discretion to undertake an audit of the costs included in the final cost statement to satisfy itself that the costs are Allowable, Attributable and Reasonable.

<u>Contract Period 1</u>

2.5 The MPTCIF arrangement under Item 1 of the Schedule of Requirements comprises the following elements:

a. Target Cost - £xxxx.

[As bid by the Contractor, the cost broken down into a table by Contract Year and based on the Annual Flying Task (AFT) as detailed in Schedule H (Baseline Assumptions).]

b. Target Fee - £xxxx. [as bid by the Contractor, the Target Fee being a percentage of the Target Cost in 2.5.a above submitted as part of the Tender return]

c. Target Price - £xxxx. [being the total sum of the Target Cost plus the Target Fee broken down by Contract Year and included in the table provided in the Tenderer's response]

d. Maximum Price - £xxxx. [as bid by the Contractor, the Maximum Price being a percentage of the Target Cost in 2.5.a above submitted as part of the Tender return and being the maximum amount payable by the Authority. The Maximum Price will need to be calculated both annually and over the term of the contract in accordance with the process and tables set out under Clause 2.10.

2.6 The Contractor and the Authority shall share any cost over-runs above the Target Cost, where the Actual Costs exceed the Target Cost, or cost under-runs below the Target Cost where the Actual Costs are less than the Target Cost.

2.7 Notwithstanding Clause 2.2, the final price payable by the Authority to the Contractor shall not exceed the Maximum Price.

2.8 The total amount payable by the Authority under the MPTCIF shall be calculated as follows:

a. If the Actual Costs are equal to the Target Costs then the total amount payable by the Authority shall be the Actual Costs plus the Target Fee.

b. If the Actual Costs are less than the Target Cost the total price payable by the Authority shall be:

i. The Actual Costs; plus,

ii. The Target Fee, plus,

iii. Where the Actual Costs are no more than 20% below the Target Cost, the Parties will share the difference between Actual Costs and the Target Cost on a 60:40 (Contractor: Authority) ratio; or

iv. Where the Actual Costs are more than 20% below the Target Cost, the Parties will share the first 20% of any savings in accordance with Clause 2.8.b.iii, and shall share the remainder on a 40:60 (Contractor: Authority) ratio.

c. If the Actual Costs are greater than the Target Cost the total price payable by the Authority shall be:

i. The Target Costs; plus

ii. The Target Fee; plus,

iii. 50% of the difference between the Target Cost and the Actual Costs, except where this calculation results in a total amount payable which is greater than the Maximum Price, in which case the total amount payable shall be the Maximum Price.

d. Where a payment is due to the Authority following reconciliation, i.e. where the sum of the payments made by the Authority exceeds the price payable in accordance with this Clause 2.8.2, the Contractor shall submit a credit via the Authority's CP&F system in favour of the Authority equal to the amount owing to the Authority within one month of the Authority notifying the Contractor of the outcome of the reconciliation.

e. Where a payment is due to the Contractor following reconciliation, i.e. where the sum of the payments made by the Authority is less than the price payable in accordance with this Clause 2.8., the Authority shall add a new purchase order to the Authority's CP&F system in favour of the Contractor equal to the amount owing to the Contractor within one month of it notifying the Contractor of the outcome of the reconciliation.

2.9 Notwithstanding Clause 2.8, where the Contractor's performance under the Contract is such that it fails to meet any or all the KPIs as detailed in Schedule F (Contract Performance) for any given period of measurement, the Target Fee as detailed at Clause 2.5 of this Schedule C shall be subject to deductions.

Adjustment of Maximum Price Target Cost Incentive Fee Arrangement

2.10 At the commencement of the Contract, the Contractor shall set a baseline Target Price for the Contract Period based on delivering an Engine Service to meet the Annual Flying Task provided in Schedule H – Baseline Assumptions.

[Note: The Tenderer is to complete the Tables below and those at Schedule H as part of their submission]

FOI Act Exemption Section 26 (1)(b)

Tables 1 – xx Target Price over the Contract Periods

Annual Flying Task figures per CASP	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
[redacted]											
[redacted]											
[redacted]											
[redacted]											

Apache Engines

Target Price by Financial Year (£ GBP)											
AFT (@100%) per CASP	10308	8555	5361	3501	1620	0	0	0	0	0	0
% of Annual Flying Task (AFT)	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
120%											
110%											
100%											
90%											
80%											
70%											

Merlin Mk2

Target Price by Financial Year (£ GBP)											
AFT (@100%) per CASP	7125	7335	7558	7665	8130	8130	8130	8130	8130	8130	8130
% of Annual Flying Task (AFT)	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
120%											
110%											
100%											
90%											

80%											
70%											

Target Price by Financial Year (£ GBP)									
	Option 1			Option 2			Option 3		
AFT (@100%) per CASP									
% of Annual Flying Task (AFT)	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035	2035/2036	2036/2037	2038/2039	2039/2040
120%									
110%									
100%									
90%									
80%									
70%									

Merlin Mk3A/4A

Target Price by Financial Year (£ GBP)											
AFT (@100%) per CASP	899	1456	1143	969	1581	1581	1581	1581	1581	1581	1581
% of Annual Flying Task (AFT)	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
120%											
110%											
100%											
90%											
80%											
70%											

Target Price by Financial Year (£ GBP)									
	Option 1			Option 2			Option 3		
AFT (@100%) per CASP									
% of Annual Flying Task (AFT)	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035	2035/2036	2036/2037	2038/2039	2039/2040
120%									
110%									
100%									
90%									
80%									
70%									

Merlin Mk3/4

Target Price by Financial Year (£ GBP)											
AFT (@100%) per CASP	3896	4077	4857	5492	5377	5377	5377	5377	5377	5377	5377
% of Annual Flying Task (AFT)	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
120%											
110%											
100%											
90%											
80%											
70%											

Target Price by Financial Year (£ GBP)									
	Option 1			Option 2			Option 3		
AFT (@100%) per CASP									
% of Annual Flying Task (AFT)	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035	2035/2036	2036/2037	2038/2039	2039/2040

120%									
110%									
100%									
90%									
80%									
70%									

2.11 Annually, the Target Price will need to be adjusted by reference to the updated Annual Flying Task (AFT) that produced by the Front Line Commands.

2.12 The Authority will provide the Contractor with this updated Annual Flying Task for the next Contract Year 3 months before the commencement of each Contract Year. The Parties to the Contract shall then compare the updated Annual Flying Task to the baseline Annual Flying Task detailed in Schedule H to determine the flying hour band and associated Target Cost that shall pertain for that year. Where the Authority does not provide an updated Annual Flying Task in any Contract Year, then the Contractor shall set a Target Cost for the service based on the 100% band for the appropriate year in Schedule H.

2.13 The revised Target Cost, determined in accordance with 2.12 above, will then be used to determine the revised Target Fee and Target Price that shall pertain for that year.

2.14 The revised Target Price shall then be used to calculate a revised Target Price for the Contract Period; comprising the Target Price for all previous Contract Years plus the Target Price for the current year, calculated in accordance with 2.13, above plus the Target Price for future Contract Years (assuming 100% of the Annual Flying Task).

2.15 Similarly, a revised Maximum Price should be calculated for the Contract Year and the Contract Period as per 2.12, 2.13 and 2.14 above.

2.16 The Contractor shall provide details of its calculations for the above 1 month prior to the commencement of the financial year in question for acceptance by the Authority.

Hours Below Defined Limits

2.17 Where the Authority provide an updated Annual Flying Task at a lower limit than has been defined at Schedule H then the Contractor shall set a Target Cost for the service based on the 70% line for the appropriate year in Schedule H.

2.18 The revised Target Cost will then be used to determine the revised Target Fee and Target Price that shall pertain for that year.

2.19 The revised Target Price shall then be used to calculate a revised Target Price for the Contract.

2.20 Similarly, a revised Maximum Price should be calculated.

2.21 The Contractor shall provide details of its calculations for the above 1 month prior to the commencement of the financial year in question for acceptance by the Authority.

Hours Above Defined Limits

2.22 Hours flown in excess of 120% of the Annual Flying Task as detailed at Schedule H in any financial year are defined as “Surge”. Hours in excess of the Annual Flying Task but less than or equal to 120% of the Annual Flying Task are not Surge.

2.23 The Authority will, where possible, inform the Contractor of any planned Surge in advance of its occurrence.

2.24 Where a surge arises, the Authority undertakes to make additional payments for those Surge flying hours under Item 2 in Schedule of Requirements.

3 REVISION OF THE MAXIMUM PRICE TARGET COST INCENTIVE FEE ARRANGEMENT IN RESPECT OF ESCALATION

3.1 The Target Cost, Target Price and Maximum Price identified and adjusted at Clause 2 shall be subject to further revision as follows:

a. Payments to the Contractor in respect of Item 1 Services shall be made on a monthly basis at one-twelfth of the Annual Target Price as set out in this Schedule C. The payments due in respect of Services provided from Contract award until 31 March 2023 shall not be subject to escalation. From 1 April 2023, the monthly payments due under Clause 2 shall be revised in accordance with the change in the estimated average annual index value of [K8ZU – Top Level Service Index for in-service support] between a base date of March 2023 and the estimated average annual increase for the financial year based on the forecast as made in the December before the relevant financial year. This calculation shall be conducted each year at the same time as the Authority provides an updated Annual Flying Task 3 months before the commencement of each financial year.

b. The Target Cost, Target Fee and Target Price identified in this schedule shall be escalated in the same way and to the same extent.

c. For the avoidance of doubt, following any revision of the Target Cost in accordance with Clauses 2 and 3, the Maximum Price shall continue to reflect the cap on the maximum amount payable by the Authority.

d. Where the Index referred to in Clause 3.1.a is no longer produced, or in the opinion of the Authority is subject to change in its scope to the extent it is no longer suitable for the purposes of this Clause 3, the Authority shall nominate an alternate Index and formula with the intent that it shall be substituted for the Index identified in Clause 3.1.a.

4 INTERIM MPTCIF RECONCILIATION

4.1 The Parties agree that the MPTCIF arrangement for each Pricing Period shall be subject to annual reconciliation. Both the cost payment and fee payment shall be subject to this reconciliation.

4.2 During the Contract Period the Contractor shall submit to the Authority, within [one month] of the end of each Contract Year, an interim auditable cost statement detailing a breakdown of those costs it considers a charge to the Contract during the Contract Year that ended immediately preceding the statement date. The Authority may elect at its sole discretion to undertake an audit of the costs included in the interim cost statement.

4.3 Each quarter the Parties shall jointly review the Contractor's performance and financial reporting to inform the end of year financial reconciliation

4.4 The interim MPTCIF reconciliation for Pricing Period 1 shall comprise the following elements per Contract Year (the sum of which equals those elements detailed in Clause 2.5):

Contract Year	Target Cost	Target Fee	Target Price	Maximum Price

1	[TBD]	[TBD]	[TBD]	[TBD]
2	[TBD]	[TBD]	[TBD]	[TBD]
3	[TBD]	[TBD]	[TBD]	[TBD]
4	[TBD]	[TBD]	[TBD]	[TBD]
5	[TBD]	[TBD]	[TBD]	[TBD]
6	[TBD]	[TBD]	[TBD]	[TBD]
7	[TBD]	[TBD]	[TBD]	[TBD]
8	[TBD]	[TBD]	[TBD]	[TBD]
9	[TBD]	[TBD]	[TBD]	[TBD]
10	[TBD]	[TBD]	[TBD]	[TBD]

4.5 For each Contract Year, the Parties shall share equally any cost over-runs above the Target Cost where the Actual Costs exceed the Target Cost or cost under-runs below the Target Cost where the Actual Costs are less than the Target Cost in accordance with the process set out in Clause 2.8.

4.6 The Parties agree that both parties shall be bound by the Contract to resolve the reconciliation three months after the end of each Contract Year unless agreed mutually by the Authority and the Contractor's equivalent responsible person.

5 PAYMENT UNDER MPTCIF - ITEM 1 IN SCHEDULE OF REQUIREMENTS

5.1 All payments to be made by the Authority to the Contractor under the Contract shall be subject to the provisions of Clause 2 to this Schedule C.

5.2 All payments from the Authority to the Contractor will be made in Pounds Sterling.

5.3 The Electronic Delivery Form (DEFFORM 129J) shall be submitted to the Authority's nominated Project Officer for authorisation. If authorised, the Project Officer shall give authorisation for payment to be made by the Defence Bills Agency (DBA) by loading the relevant information into the Contracting, Purchasing and Financing electronic procurement tool (CP&F) system.

5.4 The approval of and/or making of any payment by the Authority shall not be construed as acceptance of the performance of the Contractor's obligations nor as a waiver of its rights, remedies, and liabilities under this Contract.

5.5 Payment of the Target Cost to be provided under the Contract shall be made via a monthly service payment for cost that shall be paid in arrears. The monthly service payment will be calculated by dividing the Target Cost for the Contract Year by twelve.

5.6 Reconciliation of the Actual Cost against the Target Cost shall be undertaken during the annual reconciliation, whereby the Contractor's actual costs against the Target Cost will be reviewed and agreed and adjustments to payments for that year will be made.

5.7 Payment of the Target Fee to be provided under the Contract shall be made via a monthly service payment for fee that shall be paid in arrears. The monthly service payment for fee will be calculated by dividing the Target Fee for the Contract Year by twelve.

5.8 Reconciliation of the Target Fee shall be undertaken during the quarterly reconciliation, whereby the Contractor's performance against the KPIs in accordance with Schedule F (Contract Performance) will be assessed and the impact of any deviation from Level 0 performance will be applied to the Target Fee. This may result in a portion of the total fee payments made during the year being paid back to the Authority as per Clause 2.8.d of this Schedule C.

5.9 The MPTCIF payments (Target Cost and Target Fee) will be adjusted in accordance with Clauses 2, 3 and 4 of this Schedule C and Schedule F (Contract Performance).

6 PAYMENT – ITEM 2 IN SCHEDULE OF REQUIREMENTS

6.1 The Authority shall pay the Contractor the agreed Firm Prices for tasking authorised under Item 2 of the Schedule of Requirements on completion of the individual tasks.

6.2 The Authority shall also pay under the provisions of Item 2 of the Schedule of Requirements, the agreed amount(s) authorised in respect of Surge flying.

6.3 The Authority will, upon acceptance of such evidence, authorise receipt of the associated payment on CP&F.

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SCHEDULE D – PRICING STATEMENT
(PLACEHOLDER – SUBJECT TO NEGOTIATION WITH CONTRACTOR)

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

This Schedule D is a placeholder for price agreement statements made under Item 2 of the Schedule of Requirements and Schedule J during the period of the Contract.

SCHEDULE E – GOVERNANCE

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

SCHEDULE E

GOVERANCE

1. INTRODUCTION

1.1 Both Parties shall exercise governance of the Contract through their respective integrated management organisations.

1.2 The schedule of formal meetings is set out below and minutes will be taken, agreed and issued to provide an audit trail of decisions and ensure governance of the contract.

2. POINTS OF CONTACT

2.1 The Authority's Service Delivery Manager or his authorised deputy, as described in DEFFORM 111 shall act as principal point of contact with the Contractor and act as the focal point within the Authority's organisation for all matters concerning the performance of this Contract.

2.2 The Contractor's Programme Manager, or their nominated deputy shall act as principal point of contact with the Authority.

3. CONTRACT MEETINGS

3.1 The Contract meetings are detailed in the tables below.

3.2 The Contractor shall be responsible for:

a. The provision of facilities in support of all meetings hosted at the Contractor's premises, unless otherwise agreed with the Authority.

b. Organising the meeting, giving notice of no less than 10 working days to attendees.

c. Collating all information required for discussion and/or presentation at the meeting. Any documentation is to be issued to attendees no less than 10 working days in advance of the meeting date.

d. Issuing minutes and presentations no later than 10 working days after each meeting.

e. Follow up and completion of any actions placed upon the Contractor within the meeings listed below, within the timescales agreed.

3.3 The Authority shall review and agree the minutes and actions of any previous meetings prior to issue within 10 working days upon receipt of draft minutes.

3.4 Attendance to be agreed between the Authority and Contractor, including provision of reserves empowered to act in the absence of the nominated attendee.

3.5 The Contractor shall provide suitably qualified and experienced personnel (SQEP) representatives at all meetings outlined in the tables below.

3.6 Meeting agendas are outlined in the tables below and may be mutually amended and agreed, as appropriate.

3.7 The Contractor and Authority shall jointly review the effectiveness of meetings annually and implement agreed changes.

4. DISPUTE RESOLUTION

4.1 Either Party may raise a dispute relating to the Contract by issuing a written notice to the other Party.

4.2 The Parties will attempt in good faith to resolve any dispute or claim arising out of or relating to this Contract by negotiation in accordance with DEFCON 530 through the use of the dispute resolution procedure detailed below.

4.3 Both Parties agree in this respect that, in the first instance, any dispute should be addressed and resolved at the lowest working level possible.

4.4 If it is not possible to resolve the issue within one (1) calendar month then this will be escalated to managers, identified below, by notice in writing by one Party to the other ("date of escalation"):

Authority's Project Manager:	Merlin Service Delivery Manager
Contractor's Project Manager:	Programme Manager

4.5 Should it not be possible to resolve the issue within one (1) calendar month of the date of escalation then the senior representatives as defined below shall meet as soon as practicable but no later than one calendar month from the date of escalation and endeavour to resolve the dispute between them:

For the Authority:	Merlin Delivery Team Leader
For the Contractor:	Project Director Helicopters

4.6 Either Party may, by reasonable notice in writing to the other, nominate any other person or persons to be the senior representative of that Party in place of any person or persons currently acting as its senior representative.

4.7 In the event that the Parties' senior representatives cannot reach an agreement no later than two (2) calendar months of the date of escalation, then the remaining provisions of DEFCON 530 shall apply and the parties may use any alternative dispute resolution procedure on which they agree, or refer it to arbitration.

Ser	Meeting Type	Host	Frequency	Authority Attendance	Contractor Attendance	Agenda Items	Comments
Contract Performance Meetings							
1	Fleet Status	Yeovil/Contractor rotational	Monthly	Merlin Propulsion Engineering Authority Mgr Merlin Service Delivery Mgr	[Contractor to populate]	Review of previous actions Review of flying hours Sentencing of KPIs Review of FOD events Review of non-attributable demands Availability Fly Forward Status of unserviceable engines	
2	Quarterly Programme Review	Yeovil/Contractor rotational	Quarterly	Merlin Service Delivery Mgr Merlin Propulsion Engineering Authority Mgr Merlin Engineering Authority Front-Line Command Rep Merlin Commercial Merlin Performance Mgr	[Contractor to populate]	As per Fleet Status meeting plus: Customer Satisfaction Engine FOD Rate Review outstanding fault investigation reports Review of QPRM Action log Contract Amendment status Commercial issues Fleet status Quality issues and warranty	Last quarterly meeting of year will be the Annual Contract Review
Technical Meetings							
3	Technical Review	Yeovil/Contractor rotational	Monthly	Merlin Propulsion Engineering Authority Mgr Merlin Propulsion Engineering Support Merlin Service Delivery Mgr	[Contractor to populate]	Review of previous actions Review of current technical issues Additional service task status Fault investigation Technical publication review	

Ser	Meeting Type	Host	Frequency	Authority Attendance	Contractor Attendance	Agenda Items	Comments
4	Local Modification & Configuration Control Board	Yeovil	March, June, September, December	Merlin Engineering Authority Merlin MODS Mgr Merlin Service Delivery Mgr Merlin Propulsion Engineering Authority Mgr	[Contractor to populate]	TBC	
5	Local Technical Committee	Yeovil	Feb, May, July, October	Merlin Engineering Authority Merlin MODS Mgr Merlin Service Delivery Mgr Merlin Propulsion Engineering Authority Mgr	[Contractor to populate]	TBC	
6	Propulsion Integrity Working Group	Yeovil	Six monthly	Merlin Engineering Authority Merlin Propulsion Engineering Authority Mgr Merlin Propulsion Engineering Support	[Contractor to populate]	TBC	
Quality Meetings							
7	Engine Quality Assurance Group	Yeovil/Contractor rotational	Six Monthly	Merlin Quality Assurance Mgr Merlin Propulsion Engineering Authority Mgr Yeovilton CAMO Culdrose CAMO	[Contractor to populate]	Review of previous minutes & actions Project Quality Strategy, plans & Organisation responsibilities Audits, NCRs & non-conformance Management Non-conformance control DQAFF Surveillance activities & report	

Ser	Meeting Type	Host	Frequency	Authority Attendance	Contractor Attendance	Agenda Items	Comments
Safety Meetings							
8	2 Star Merlin Equipment Safety Review (Major)	Yeovil	Yearly	Director Helicopters OC Chief Engineer OC Safety Lead Merlin TAA Merlin Engineering Authority Merlin Propulsion Engineering Authority Mgr Merlin Head Safety Merlin QA Mgr Merlin Environmental Mgr FLC Yeovilton CAMO Culdrose CAMO	[Contractor to populate]	TBC	
9	Merlin Safety and Environmental Panel	Yeovil	Six monthly	Merlin TAA Merlin Engineering Authority Merlin Head Safety Merlin AESM Merlin Safety Management System Mgr RTSA Desk Officer Merlin Environmental Mgr CAMOs Chief Air Engineer	[Contractor to populate]	TBC	

Ser	Meeting Type	Host	Frequency	Authority Attendance	Contractor Attendance	Agenda Items	Comments
10	Hazard Analysis Working Group	Yeovil	Quarterly	Merlin Engineering Authority Merlin Propulsion Engineering Authority Mgr Merlin Safety Mgr Merlin Avionics EA Merlin Mech EA	[Contractor to populate]	TBC	
11	2 Star Apache Equipmenty Safety Review (Major)	ABW	Yearly	Director Helicopters OC Chief Engineer OC Safety Lead Apache TAA Apache Engineering Authority Merlin Propulsion Engineering Authority Mgr Apache Head Safety Apache QA Mgr Apache Environmental Mgr FLC	[Contractor to populate]	TBC	

Ser	Meeting Type	Host	Frequency	Authority Attendance	Contractor Attendance	Agenda Items	Comments
12	Apache Safety and Environmental Panel	Yeovil	Six monthly	Apache TAA Apache Engineering Authority Apache Head Safety Apache AESM Apache Safety Management System Mgr RTSA Desk Officer Apache Environmental Mgr CAMOs Chief Air Engineer	[Contractor to populate]	TBC	

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SCHEDULE F – CONTRACT PERFORMANCE

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

SCHEDULE F

CONTRACT PERFORMANCE

1. PERFORMANCE MEASUREMENT

1.1 Performance will be measured by the Contractor and reports submitted to the Authority.

1.2 The Contractor's reporting will measure the Contractor's performance on a calendar month basis.

1.3 The Contractor's performance will be measured by 6 Key Performance Indicators (KPIs) that have been designed to measure critical areas of Service provision by the Contractor to the Authority and are set out at sections 2, 3, 4, 5, 6 and 7 of this Schedule.

1.4 This will be reviewed by the Authority and discussed at the monthly and quarterly meetings specified in Schedule E (Governance). The Authority's decision on the performance against KPIs shall be based on this information provided at Clause 1.1 of this Schedule and shall be final.

1.5 The achieved level of performance, as calculated in accordance with the performance measure in Tables A to G below, shall impact Contract payments in accordance with Clause 1.

1.6 Where in any calendar month the required performance level in respect of a KPI is not met, the Authority shall be entitled to a deduction (a service credit) for poor performance as calculated in accordance with Tables A to G below. This deduction shall be applied to the monthly payment in the following calendar month.

1.7 Deductions made under Clause 1.6 shall be permanent.

1.8 Deductions are cumulative between KPIs and the maximum deduction is 100% of the Contract Fee.

1.9 Measurement of the KPIs and Performance Measures will commence from the Contract Effective Date.

1.10 Overachievement against one KPI cannot be used to offset underachievement against another KPI.

1.11 If it is agreed that the Contractor's performance is assessed as Levels 1, 2 or 3 on a KPI, this must be specified in the relevant performance report. A Remediation Plan shall be submitted to the Authority in accordance with Condition 29 of the Terms and Conditions under the Contract.

1.12 Where the Contractor believes a KPI has been or will be assessed as Levels 1, 2 or 3 as a result of a failure by the Authority to comply with its obligations under the Contract, the Contractor shall notify the Authority at the earliest opportunity.

1.13 The Authority will take this into consideration when assessing performance and consider KPI alleviation on a case by case basis provided that the Contractor has:

a. Delivered reasonable evidence demonstrating the impact the Authority has had on performance;

b. Demonstrated the link between the impact the Authority has had on performance and the KPI; and

c. Taken all reasonable action to mitigate the effect of the Authority's impact on performance as far as possible and has delivered evidence of the actions taken.

1.14 Where the Contractor anticipates that their performance against a KPI will be assessed as Levels 1, 2 or 3, the Contractor shall notify the Authority in writing of:

a. the events or circumstances, which have affected or are likely to affect the Contractor's performance;

b. the steps the Contractor has taken and will take to minimise the adverse effects of the Contractor's performance; and

c. the period during which the Contractor expects that its performance for the KPI will or is likely to be assessed as Levels 1, 2 or 3.

2. KPI 1 – ENGINE AVAILABILITY

2.1 Where demanded by the Authority, the Contractor is required to make available Engines free of planned maintenance for a period of at least 50 flying hours and/or 3 calendar months whichever occurs first at the Main Operating Base (MOB).

2.2 On a calendar month basis, all demands shall be met within the Required Delivery Date (RDD). Performance below 100% compliance shall be addressed as identified in Table A.

2.3 The Authority shall make demands to the Contractor using the Authority's logistic systems.

2.4 The Contractor's performance in delivering Engine Availability shall be assessed by measuring the number of demands fulfilled by the RDD on a monthly basis (see Table A).

Table A

Requirement	Detailed Requirement – Contractor	Performance Measure	Performance Metric Category (see Condition 29.5)	Deduction Factor to be applied
Availability of Engines free of planned maintenance for a period of 50 flying hours and / or 3 calendar months by the RDD	The Contractor shall provide support through the provision of Engine availability when requested and as required by the Authority	The percentage compliance with RDD of engine delivery dates to MOBs, which will be calculated by taking the number of engine demands satisfied by the RDD within the reporting period and dividing by the total number of engine demands within the reporting period, and expressed as a percentage	>98% (Level 0)	0%
			90%-98% (Level 1)	10%
			81-89.9% (Level 2)	20%
			<81% (Level 3)	30%

3. KPI 2 – SPARES AVAILABILITY

3.1 The Contractor shall provide spares to support the maintenance and repair of the engine in response to demands from the Authority. Performance below 100% compliance shall be addressed as identified in Table B.

3.2 The Authority shall make demands to the Contractor using Authority's logistics systems.

3.3 For the purpose of KPI 2 (Spares Availability) the RDD shall mean the delivery date to the MOB.

Table B

Requirement	Detailed Requirement – Contractor	Performance Measure	Performance Metric Category (see Condition 29.5)	Deduction Factor to be applied
Availability of Spares by the RDD	The Contractor shall make available spares to support the maintenance and repair of the Engine as required by the Authority	The number of engine spares demands satisfied by the RDD in the reporting period, divided by the total number of engine spares demands in period, expressed as a percentage	>98% (Level 0)	0%
			90%-98% (Level 1)	5%
			80-89.9% (Level 2)	10%
			<79.9% (Level 3)	15%

4. KPI 3 – TECHNICAL QUERY PROVISION

4.1 The Contractor shall respond to technical queries from the Merlin Delivery Team (MDT) Propulsion Engineering Authority Team within the Required Response Time. Performance below 100% compliance shall be addressed as identified in Table D.

4.2 The MDT Propulsion Engineering Authority Team will submit all queries via [Resolve]. All queries will be recorded on a technical query form.

4.3 The Demand Level of each query will be determined by the MDT Propulsion Engineering Authority Team upon submission to the Contractor. Queries are classified into the bands identified in Table C:

Table C

Performance Metrics Category	Required Response Time (RRT)
Band 1 - High	Requires response within [2] hours of demand to the Contractor
Band 2 – Medium	Requires response between [2-8] hours of demand to the Contractor
Band 3 – Low	Requires response within 48 hours of demand to the Contractor

4.4 All Technical Query responses received by the Authority will be assessed by the MDT Propulsion Engineering Authority Team. The MDT Propulsion Engineering Authority Team will declare their satisfaction/dissatisfaction of the response to the Contractor on a technical query form.

4.5 Contractor performance shall be measured using the following formula:

$$\text{Technical Queries \%} = \frac{\text{Total number of technical queries closed by the Authority within the RRT over the Performance Period (calendar month)}}{\text{Total number of technical queries due to be closed over the Performance Period}} \times 100$$

TABLE D

Requirement	Detailed Requirement – Contractor	Performance Measure	Performance Metric Category (see Condition 29.5)	Deduction Factor to be applied
Technical Query Provision with the Required Response Time	The Contractor shall respond and satisfy Technical Queries within the required time given the Demand Level of that Technical Query as identified in 4.3 above.	Actual percentage of Technical Query (TQ) responses satisfied by the Contractor leading to the Authority closing the TQ within the Demand Level timescale.	>97% (Level 0)	0
			95-97% (Level 1)	2%
			90-94.9% (Level 2)	5%
			<90% (Level 3)	10%

5. KPI 4 – TECHNICAL PUBLICATION SERVICE

5.1 The Contractor shall provide a Technical Publication Service as part of the contract, as detailed in Schedule A (Statement of Requirements).

5.2 Issues with Technical Publications are raised and tracked through the F765 process. The Authority will monitor the Contractor's performance in closing out these issues using the KPI detailed in Table E.

5.3 The Authority is particularly interested in how well the Contractor closes out Urgent and Priority F765s and so this KPI will exclude the measurement of Routine F765s.

5.4 The performance of the Contractor against this KPI will be measured using the standards detailed in Table E.

TABLE E

Requirement	Detailed Requirement – Contractor	Performance Measure	Performance Metric Category	Deduction Factor to be applied
The Contractor shall provide a Technical Publication Support Service	The Contractor shall provide a Technical Publication Support Service	Number of F765 closed to the Authority's satisfaction in the previous month against total open, expressed as a percentage. Only Urgent and Priority F765s to be counted, excludes Routine	>97% (Level 0)	0
			95-97% (Level 1)	2%
			90% - 94.9% (Level 2)	5%
			<90% (Level 3)	10%

6. KPI 5 – TIMELY SUBMISSION OF INFORMATION

6.1 The Contractor shall provide the required management information as defined in Schedule Q (Contractor Deliverables).

6.2 Schedule Q (Contractor Deliverables) details the most significant deliverables (known as Category A deliverables) that the Authority will measure the Contractor's performance on in this KPI.

6.3 Category A Deliverables specified in Schedule Q (Contractor Deliverables) received by the Authority shall be assessed for satisfactory completion by the Authority, who will declare their Satisfaction/Dissatisfaction of the deliverable to the Contractor.

6.4 The performance of the Contractor against this KPI will be measured using the standards detailed in Table F.

6.5 The Demand Level of each query will be determined by the Authority upon submission to the Contractor.

TABLE F

Requirement	Detailed Requirement – Contractor	Performance Measure	Performance Metric Category (see Condition 29.5)	Deduction Factor to be applied
Submission of Deliverables and Management Information	The Deliverables detailed at Schedule Q shall be delivered to acceptable quality and on time	Percentage of quality, accessible, Category A Contract Data Deliverables provided to the Authority on time, in accordance with Schedule Q (Contractor Deliverables)	>97% (Level 0)	0
			95-97% (Level 1)	1%
			90% - 94.9% (Level 2)	3%
			<90% (Level 3)	5%

KPI 6 – MEAN TIME BETWEEN UNSCHEDULED REMOVALS (MTBUR)

6.6 The Contractor shall provide safe, reliable and maintainable engines as part of the Contract.

6.7 In conjunction with the Contractor, the Authority shall measure the average period between unscheduled removals in hours over a rolling 12-month period.

6.8 The target average Mean Time Between Unscheduled Removal shall be [hours and / or calendar].

TABLE G

Requirement	Detailed Requirement – Contractor	Performance Measure	Performance Metric Category (see Condition 29.5)	Deduction Factor to be applied
The Contractor shall provide engines which meet a target average Mean Time Between Unscheduled Removal shall be [hours and / or calendar]	The Contractor shall provide engines which meet a target average Mean Time Between Unscheduled Removal shall be [hours and / or calendar]	Average Mean Time Between Unscheduled Removal across all engines in a calendar year	Within target (Level 0)	0
			Target – [0%-10%] (Level 1)	10%
			Target – [>10%-20%] (Level 2)	20%
			Target - [>20%] (Level 3)	30%

7. PERFORMANCE MEASURES

7.1 Performance Measures are intended to monitor and understand both how the service is being delivered and to ensure that the Contractor and the Authority are able to exploit potential opportunities and efficiencies and manage delivery risk throughout the duration of the contract.

7.2 Table H below lists the Performance Measures relevant to the Contract, some of which represent information that the Authority is required to report to its customers and stakeholders.

7.3 Performance Measures are to be reported to the Authority as part of the Contractor's Quarterly Report and in accordance with Schedule Q (Contractor Deliverables).

Performance Measures

TABLE H

Ref	Measure Name	Measure Purpose	Algorithm	Measurement Period
1	Number of serviceable assets/total assets	The purpose of this measure is to ensure the Contractor returns assets to serviceability promptly	Number of serviceable engines under the Contractor's control divided by total number of engines under the Contractor's control.	Monthly
2	Total engine demands met by RDD	The purpose of this measure is to ensure that the Authority understands what the volume of successfully met engine demands is.	The sum of engine demands successfully met within the Required Delivery Date (RDD).	Monthly
3	Total engine demands	The purpose of this measure is to ensure that the Authority understands what the volume of engine demands is.	The sum of engine demands made.	Monthly
4	SPI per engine	The purpose of this measure is to ensure that engine maintenance is being completed to plan and to understand any deviations from this.	Schedule Performance Index (SPI) of all engine maintenance tasks (one SPI for each engine going through maintenance).	Monthly
5	CPI per engine	The purpose of this measure is to ensure that engine maintenance is being completed to budget and to understand any deviations from this.	Cost Performance Index (SPI) of all engine maintenance tasks (one CPI for each engine going through maintenance).	Monthly
6	OSSR	The purpose of this measure is to understand how effective the inventory management process is.	Off the Shelf Satisfaction Rate (OSSR) for all in scope engine spares.	Monthly
7	Routine IETM Amendments	The purpose of this measure is to ensure that the accuracy or technical manuals is maintained.	Number of engineering approved F765s with a cycle time that exceeds 180 days within current reporting period (monthly). Algorithm: Contractor delivery date minus Engineering approval date = >180 days.	Monthly

		100% Routine IETM amendments will be incorporated in publications, pending engineering review, within 2 revision cycles (provided that the Task ID is generated and the task is engineering approved prior to the cycle cut- off date)		
8	Urgent IETM amendments	The purpose of this measure is to ensure that the accuracy or technical manuals is maintained. The Contractor shall provide urgent IETM amendments to publications in the correct format within 30 days from the time a Task ID is generated and the task is engineering approved.	Number of completed urgent amendments delivered, correctly formatted, to the Authority during the reporting period which were completed within 30 days of Task ID generation and approval; divided by the total number of urgent amendment delivered, correctly formatted, to the Authority plus the number of urgent amendments currently in work greater than 30 days from Task ID generation and approval x 100	Monthly
9	Target Stock Level variance	The purpose of this measure is to monitor whether inventories are overstocked.	Sum of all the positive variances between each item's Actual Stock Level and Target Stock Level. (Does not take into account negative variances as we are interested in overstocking not understocking, as this will be revealed by OSSR and RDD measures).	Monthly
10	Inventory Modelling	The purpose of this measure is to monitor how effective the Contractor's inventory modelling is.	Total spent on in-scope spares divided by total spend on spares, expressed as a percentage.	Monthly
11	Inventory days of supply	The purpose of this measure is to reduce the risk of excess and obsolete inventory	Inventory on hand divided by average monthly usage; expressed as a %	Monthly
12	Discrepancy Reports	The purpose of this measure is to ensure that the correct number of items are delivered with the correct paperwork, in order to minimise the number of Discrepancy Reports raised against delivered items	Direct count of number of discrepancy reports received at the Contractor against in-scope items	Monthly
13	Reporting Efficiency	The purpose of this measure is to monitor the amount of effort being spent in the production of Contract Data Deliverables	Average personnel-hours taken to produce each Contract Data Deliverable	Monthly

14	F765 action efficiency	The purpose of this measure is to monitor the amount of effort being spent in dealing with F765 actions.	Effort (hours) and cost incurred per F765 action	Monthly
15	Technical Query Efficiency	The purpose of this measure is to monitor the amount of effort being spent in dealing with Technical Queries.	Effort (hours) and cost incurred per Technical Query	Monthly

Ministry of Defence

de&S MOD COMMERCIAL

SCHEDULE G – INTEGRATED LOGISTIC STRATEGY

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

SCHEDULE G

INTERGRATED LOGISITICS SUPPORT

1. INTEGRATED LOGISTIC SUPPORT OVERVIEW

1.1 Integrated Logistic Support (ILS) is a disciplined approach to managing Whole Life Costs that affect both the Ministry of Defence (MOD) and its suppliers. Its aim is to optimise Whole Life Costs by minimising the support system required for products, through influencing their design for supportability and determining the optimum support requirements. A product is defined as an equipment, service, system, or sub-system. The end result is supportable and supported products at an optimised cost.

Note: Due to changes introduced by the DE&S Transformation programme, ILS may also be referred to as Technical Through Life Support (TTLS). The activities and responsibilities of a TTLS Manager remain the same as for the MOD ILS Manager.

1.2 ILS activity is typically summarised into 4 key objectives:

a. Influence the Design.

b. Develop the Support Resources Requirement.

c. Acquire the Appropriate Support Resources.

d. Provide the Required In-Service Support at the Optimum Whole Life Cost.

2. PROJECT SUMMARY

2.1 The MAEFS project is a Service support project, with the following vision:

"Merlin Delivery Team (MDT) is seeking to achieve the best Value for Money (VfM) engine Cost of Ownership (COO) through seeking market interest from potential bidders to provide future service support for both Merlin and Apache engines."

3. ILS PLAN

3.1 Aim. The aim of this ILS Plan is to:

a. Identify and document the logistic requirements and constraints.

b. Describe the required logistic actions, tasks and milestones.

c. Ensure that all relevant ILS elements and tasks are considered.

d. Establish responsibilities for ILS programme participants.

e. Describe the Supportability Analysis (SA) Strategy.

3.2 Objectives. The objectives of ILS for the MAEFS programme are:

a. To establish and implement a robust sustainable, affordable and through-life support solution for the Merlin and Apache engines which delivers the required level of availability

as defined in the User Requirement Document (URD) and System Requirement Document (SRD).

b. To influence sub-system design with logistic support considerations if a novel solution is selected.

c. To ensure that logistic support resource requirements are within the constraints identified in the CONUSE and SRD.

d. To minimise the demand for support resources and hence reduce through-life costs.

e. To look for opportunities to reduce the existing engine support logistic footprint using modelling to confirm the effectiveness of proposals.

3.3 Scope. This ILS Plan applies to the MAEFS programme which have been endorsed and this plan draws on them to identify the ILS requirements for the Assessment Phase, and in some places subsequent phases. The plan aims to bound the activity that will ultimately demonstrate that the Merlin and Apache engines are supportable through life by the successful bid.

3.4 ILS is not a stand-alone activity; it must be closely tied to the design process to assure the relevance of the proposal to the assets within the sub-system. Supportability Analysis will mirror this development by identifying the logistic effect of support solution and/or sub-system design on the overall system capability of both aircraft types and provide guidance on alternative options. This will require a co-ordinated approach to the planning and management of ILS tasks.

3.5 Organisation. The Merlin Projects TTLS Manager (DES Merlin-ProjMgr1e) will undertake the formal duties of the MOD ILS Manager and will be supported by the Merlin Projects Deputy TTLS Manager (DES Merlin-ProjMgr4e1) along with other SMEs within the Integrated Logistics function who will work together in assessment of the ILS aspects of responses to the ITT and development of the support solution.

4. ILS MANAGEMENT

4.1 The Contractor shall assign a Suitably Qualified and Experienced Person (SQEP) as ILS Manager for the MAEFS Programme. The ILS Manager shall be provided adequate resources necessary to manage the Contractor's ILS programme.

4.2 The Contractor's ILS Manager shall have full responsibility and accountability for the performance of all ILS requirements for the MAEFS programme. The details of the ILS Manager and the ILS team shall be published in the Integrated Support Plan (ISP).

4.3 Integrated Support Plan (ISP). An ISP will be prepared by the Contractor and describe in detail the Contractor's activities planned to provide the contractual deliverables for the MAEFS project. The ISP is the principle document by which the ILS content of a potential contractor's bid will be assessed. As such, the inclusion of a comprehensive draft with any tender response is mandatory (SR-214 refers) - the ISP should normally initially closely mirror the ILS Plan and should address all the requirements within.

4.4 Activities detailed in the ISP should reference the supportability aspects of the Integrated Master Schedule.

4.5 The ISP shall:

a. Detail the contractor's ILS organization.

b. Detail the planned ILS activities.

c. Define how the ILS requirements of the Award Criteria and System Requirement Document (SRD) will be met and demonstrated.

d. Define how the ILS deliverables in the MAEFS SoW will be generated and delivered.

e. Take account of the plans and guidance within the ILS Plan.

f. Comply with the requirements of Def Stan 00-600, agreeing any deviation with the TTLS Manager.

g. Define how ILS Risks are identified and managed.

h. Demonstrate how ILS methodology has influenced design (where applicable).

4.6 The ISP may be tailored dependant on the solution being proposed - clearly a novel solution will require more information to be provided across all elements than a bid to support the current engine solution. Tailoring of the response should be justified in the Contractor's ISP for each instance.

4.7 Supportability Analysis Plan (SAP). The SAP will be prepared by the contractor and should describe in detail the Contractor's SA organization and the activities planned to fulfil the SA contractual requirements, which will be detailed in the Statement of Work (SoW). The SAP will describe the methods and procedures to be applied during the Project together with timing and responsibilities and will be included as part of the ISP.

4.8 Should a novel solution be selected, analysis should be used by the Contractor to determine the support impacts of equipment that is not currently part of the Merlin and/or Apache fleets and for which there is no in-service knowledge. The scope and level of detail of SA will be determined by the Contractor and agreed by the Projects TTLS Manager (DES Merlin-ProjMgr1e).

4.9 Progress Report. The Contractor shall submit updates to the ISP in advance of major programme milestones and at least annually until contract completion. Updates should be provided to the MAEFS Commercial Officer for onward distribution to the TTLS Manager at least 10 working days prior to programme reviews.

4.10 Elements Plans. The Contractor shall update existing element plans and create element plans where none exists in accordance with Def Stan 00-600 to reflect changes to the aircraft through MAEFS. The ILS Element Plans (EPs) can be incorporated into the ISP or submitted as separate documents. The EPs shall detail planned ILS activities associated with the detailed ILS subjects and shall define how requirements will be satisfied and compliance demonstrated. The evidence generated by the ILS work shall be reported in accordance with the MAEFS SoW.

4.11 The EPs shall detail any associated deliverables. The EPs shall take account of the plans and guidance within this ILS Plan, the SRD and the CONUSE. The EPs shall comply with the

requirements of Def Stan 00-600. The Contractor shall prepare and submit EPs in the same timescales as the ISP.

4.12 Throughout the implementation of the ILS programme the Contractor shall demonstrate how the principles of ILS have been used to influence the support solution and design (if applicable) of the sub-system.

4.13 Logistic Information Repository. The ILS process generates information held across a diverse range of systems which will collectively be referred to as the Logistic Information Repository (LIR). LIR documents shall be distributed in an agreed machine-readable format (e.g. .PDF/MS Office) accessible across both industry and MoD with common information held by both parties. All information generated shall indicate:

a. Originating Party.

b. Version.

c. Date of last update.

4.14 As a minimum the LIR should be tailored to the complexity of the equipment and allow all relative supportability information to be used in an organized and uniform manner to identify and develop logistic support resource requirements.

4.15 The structure of the LIR must account for the hierarchy of the:

a. Sub System.

b. Group.

c. Assembly.

d. Sub-assembly.

e. Part.

4.16 The LIR should include but not necessarily be limited to, the following outputs:

a. Logistic Control Number (LCN).

b. SA Candidate.

c. Equipment Descriptions.

d. Original Equipment Manufacture Technical Information.

e. Technical Documentation.

f. FMECA information.

g. Preventative and Corrective Maintenance Tasks.

h. Spares Data.

i. Supporting Equipment and Tools Data.

j. Packaging, Handling Storage and Transport data.

k. Facilities Data.

4.17 The data within the LIR shall be made available to the Customer.

4.18 Logistic Control Numbers. The Contractor shall propose a Logistic Control Number (LCN) scheme and structure that will be used to identify the equipment and its constituent parts from an ILS perspective.

Annexes

Plan Title	**Annex**
Training and Training Equipment (T&TE) Plan	A
Packaging, Handling, Storage and Transport (PHS&T) Plan	B
Maintenance Plan	C
Reliability and Maintainability (R&M) Plan	D
Technical Documentation Management Plan	E
Support and Test Equipment (S&TE) Plan	F
Disposal and Termination Plan	G
Facilities and Infrastructure Plan	H
Human Factors Integration (HFI) Plan	I
Supply Support Plan (SSP)	J
Configuration Management Plan	K
Obsolescence Management Plan	L
Safety and Environment Protection Plan	M
Through Life Finance Plan	N
Software Support Plan	O
Supportability Analysis Strategy	P
Terms of Reference of the Logistics Support Committee	Q

Annex A to
MAEFS ILS PLAN
Dated 20 Feb 18

TRAINING AND TRAINING EQUIPMENT (T&TE) PLAN

1. AIM

1.1 The aim of this document is to provide an overview of the required policy and content for the Training and Training Equipment Plan required as an accompaniment to the ILS Plan.

2. BACKGROUND

2.1 The training of personnel is fundamental to the effective deployment and Through Life Management of the engine sub-system.

3. REQUIREMENTS

3.1 The contractor shall assess the need for any changes to current Merlin or Apache training[1] caused by the MAEFS project in accordance with JSP 822 (Defence Direction and Guidance for Training and Education) and the MAEFS SoW. This assessment should consider the effect on both operator and maintainer training.

3.2 As a minimum this activity should include a Training Needs Survey, with further analysis to be undertaken in accordance with JSP 822 should it be agreed with the Authority that there is a need to implement changes to the training systems.

3.3 If deemed necessary, and following subsequent Training Needs Analysis, any necessary training material developed should include the following:

a. A Formal Training Statement (FTS) - to include the appropriate course specifications tailored to the engine sub-system (as detailed in JSP 822).

b. An Instructional Specification (ISPEC) for the engine sub-system as required and identified from the TNA.

c. An Assessment Specification (ASPEC) tailored to the engine sub-system and aligned to the overall Assessment Strategy (AssStrat) of each platform – The ASPEC informs the overarching AssStrat and collectively these documents must demonstrate appropriate assessment methods including a blend of formative, summative and practical assessments.

3.4 The Contractor shall support the Merlin and Apache DTs and the Users in the process of evolving the Training system by attending the quarterly Training System Working Groups.

[1] [redacted]

FOI Act Exemption Section 26 (1)(b)

Annex B to
MAEFS ILS PLAN
Dated 20 Feb 18

PACKAGING, HANDLING, STORAGE AND TRANSPORT (PHS&T) PLAN

1. AIM

1.1 The aim of this document is to provide an overview of required content for the Packaging, Handling, Storage & Transportation (PHS&T) Plan required as an accompaniment to the ILS Plan.

2. BACKGROUND

2.1 In general, equipment and spares must be available, in a serviceable condition and ready for use when needed. However, it may be impossible to forecast the requirement and, although "just in time" principles are used when possible, it may mean that materiel could be stored for long periods and/or transported to inhospitable locations at short notice. Consideration to PHS&T of the engine sub-system is required to ensure the condition of these units does not suffer from degradation and that availability requirements are supported.

3. REQUIREMENTS

3.1 The Contractor shall provide a PHS&T Plan which details how the Contractor will manage this element which should include, but not be limited to, the following:

a. Packaging Standards.

b. Handling of Equipment.

c. Storage (short and long term in all potential operational environments).

d. Transportation including supporting supply documentation (via air, sea and land).

e. Marking of parts and NATO Codification.

3.2 The Contractor shall specify the shelf life of all items, where applicable, and how they will be maintained through the service life.

3.3 The Contractor shall identify and supply written information on all constraints to PHS&T for the engine sub-system, support equipment and spares.

3.4 The Contractor shall identify all hazardous items in the engine sub-system, support equipment and spares or their relevant packaging.

3.5 The Contractor shall detail proposed demand and return routines and the turn-round timescales.

Annex C to
MAEFS ILS PLAN
Dated 20 Feb 18

MAINTENANCE PLAN

1. AIM

1.1 The aim of this document is to provide an overview of the required policy and content for Maintenance Planning as an accompaniment to the ILS Plan.

2. BACKGROUND

2.1 The maintenance concept for Merlin and Apache is constructed on two basic parameters, the line of equipment support and the level of maintenance to be undertaken. The level of maintenance defines the scope and depth of tasks to be undertaken and the line defines the part of the organisation to carry out those tasks. Both aircraft operate a 1st-4th Line support construct, though some Depth activities are carried out in the Forward domain, known as 2nd Line.

3. REQUIREMENTS

3.1 The Merlin and Apache maintenance and repair policy is as follows:

a. Adjustment and consumable replacement will be carried out by the User

b. Repair by replacement of LRUs (ie the engine sub-system as a complete assembly and its' ancillaries) will be carried out by the User

c. All subsequent maintenance to be carried out under Contractor Logistic Support (CLS) arrangements (arrangements to be specified, in detail, by the Contractor)

d. Any recommended deviation from this policy shall be highlighted to the Merlin Projects TTLS Manager for consideration.

3.2 The Contractor shall plan and carry out analysis to include, but not be limited to:

a. Maintenance Concept.

b. Level of Repair Analysis (LORA).

c. Source Maintenance and Recoverability Codes.

d. Manpower and Personnel requirements.

e. Integration with LOG NEC information system.

f. Health monitoring and wear debris analysis requirements including any additional requirements due to operations from other environments (eg embarked, desert etc).

g. Tooling (any deviation from standard Merlin/Apache toolkits).

h. Access to equipment for repair/piece part spares replacement.

i. Expedient Repair provision.

j. POL usage.

k. Aircraft integration.

3.3 The Contractor shall investigate, analyse and report on the need and implementation of any changes to the current maintenance policies, including but not limited to:

a. Scheduled maintenance.

b. Corrective maintenance.

c. Testability philosophy.

d. Maintenance of stored items.

e. Allocation of maintenance tasks to skill levels and roles.

f. Environmental impact on maintenance including Chemical, Biological, Radiological and Nuclear.

3.4 The Contractor shall investigate, analyse and report on the engine change activity, including but not limited to:

a. Time.

b. Manpower requirements.

c. Tooling requirements.

d. Hazard analysis for activity ashore and afloat.

3.5 The Contractor shall investigate, analyse and report on the optimum maintenance policy for the equipment.

3.5 The support solution shall demonstrate where equipment design has minimised the maintenance and operator manpower requirements.

Annex D to
MAEFS ILS PLAN
Dated 20 Feb 18

RELIABILITY AND MAINTAINABILITY (R&M) PLAN

1. AIM

1.1 The aim of this document is to provide an overview of required format and content for the Reliability and Maintainability (R&M) Plan required as an accompaniment to the ILS Plan.

2. BACKGROUND

2.1 The critical nature of the engine sub-system and direct link to availability is such that R&M has a major impact upon the ability to meet the SRD.

3. REQUIREMENTS

3.1 The Contractor shall plan and carry out an R&M programme to include, but not be limited to:

a. Gathering R&M Data.

b. Reliability predictions underpinned with evidence.

c. FMECA in accordance with MilStan 1629.

d. Testability Philosophy.

e. Critical and Life Limited Items.

f. Reliability and Maintainability Case Report delivered in accordance with Def Stan 00-42 and at timescales within the ILS SoW to include:

i. A description of performance against R&M requirements of the SRD.

ii. The provision of R&M data and it's impact to the Forward Fleet of both aircraft types.

iii. A demonstration of how the use of ILS has influenced the design of equipment (where applicable).

iv. A description of R&M risks and mitigation actions.

g. URD/SRD R&M requirements (SR-230) compliance assessment.

h. Establishment of a set of R&M baseline characteristics (where applicable).

i. Impact on MTBF (based on empirical data where available).

j. Schedule of R&M activity.

k. The identification, recording and reporting of R&M data (to include interim reports).

l. Details of reliability studies already conducted.

m. Justification of decisions made relating to all R&M aspects

n. Development of a reliability improvement programme.

3.2 The Contractor shall conform to the DRACAS process in accordance with Def Stan 00-44 and GR-77 (Applied R&M Manual for Defence Systems).

3.3 Equipment covered by the MAEFS project shall provide high levels of availability, be reliable, place a small logistics burden on the support structure and be supportable and operational throughout its service life. The R&M Case Report will present evidence to support the Contractor's commitment to satisfaction of these qualities. The equipment and its support solution shall have the optimum Whole Life Costs (WLC) for the required performance. Where Commercial 'Off The Shelf Equipment' (COTS) is used its ILS attributes shall be recorded and used to influence the support solution.

Annex E to
MAEFS ILS PLAN
Dated 20 Feb 18

TECHNICAL DOCUMENTATION MANAGEMENT PLAN

1. AIM

1.1 The aim of this document is to provide an overview of the required policy and content for the Technical Documentation Management Plan (TDMP) required as an accompaniment to the ILS Plan.

2. REQUIREMENTS

2.1 The Contractor shall provide a TDMP which details the following:

a. A description of the method for developing and updating all aspects of the documentation sets affected by the MAEFS project, including interaction with the Design Organisation and review by the Authority.

b. Confirmation that delivered documentation will be in accordance with DLF: Orphan Policy, JSP 886 Vol 7 Part 8.05.

c. Preliminary documentation development, approval procedures and distribution methods.

d. Data Module preparation and control.

e. Details of how NATO Codification will be incorporated within the documentation.

f. How documentation for the equipment (airborne and ground based) shall meet safety certificate requirements.

g. Method of handling routine and priority changes.

h. Documentation status reporting.

i. Information/Documentation delivery profile demonstrating comprehensive delivery before LSD.

2.2 The Contractor shall identify what technical publications will be amended because of the MAEFS project.

2.3 The Contractor will present a detailed schedule of when the Technical Documentation (CIETP) will be amended. The Contractor will outline the proposed acceptance regime and incorporate this within the schedule.

Annex F to
MAEFS ILS PLAN
Dated 20 Feb 18

SUPPORT AND TEST EQUIPMENT (S&TE) PLAN

1. AIM

1.1 The aim of this document is to provide an overview of the required format and content for the Support and Test Equipment (S&TE) Plan required as an accompaniment to the ILS Plan.

2. BACKGROUND

2.1 It is an aspiration that MAEFS shall require no additional S&TE. If this is not achievable, the Projects TTLS Manager would seek to minimise any requirement for Special Purpose Test and Measurement Equipment (SPTME) to support MAEFS in-service. The maintenance policy for S&TE shall be in line with the Prime equipment maintenance policy.

3. REQUIREMENTS

3.1 The contractor shall provide an S&TE Plan which details the following:

a. Identification, function and justification of all S&TE required to support MAEFS.

b. Identification of any training needs of the intended S&TE operator skill set.

c. Identify the maintenance and calibration requirements of all S&TE required.

d. Demonstration that S&TE availability will support the Logistic Support Date (LSD).

e. Impact on equipment of operation at sea or in inhospitable environments.

f. Commonality of equipment.

g. Economies of scale that could be realised.

3.2 The Contractor shall develop and justify the range and scale of S&TE taking into consideration the storage limitations of the forward operating environments and cognizant of the equipment levels already available within the existing aircraft fleets.

3.3 The Contractor shall supply and support all Special to Type S&TE required.

3.4 The Contractor is to ensure that all S&TE required to deploy (ashore or afloat) in support of MAEFS can be operated under the same environmental conditions.

Annex G to
MAEFS ILS PLAN
Dated 20 Feb 18

DISPOSAL AND TERMINATION PLAN

1. AIM

1.1 The aim of this document is to provide an overview of required format and content for the Disposal Plan required as an accompaniment to the ILS Plan.

2. BACKGROUND

2.1 The Disposal Services Authority (DSA) are the lead for the disposal of all MoD assets. DLF: Orphan Policy, JSP 886 Vol 3 Part 1, (SSE GP2.7) and DLF: Disposal provide MoD guidance and policy for Disposal Planning. Disposal Planning will address the requirements for ensuring that all parts of the engine sub-system, spares and support equipment can be economically disposed of at the end of system life. Where a design feature requires a special disposal method the Contractor must justify this. The Delivery Team must ensure that details of all hazardous material used in the production of the system are documented and that this document is maintained through the equipment's life.

3. REQUIREMENT

3.1 The Contractor shall produce an Initial Disposal Plan that will describe how the system can be economically and safely disposed of during the In-Service and Disposal Phases of the engine sub-system's life. Where a design feature requires a special disposal method the Contractor shall justify this. The Disposal Planning Task shall focus on, but not be limited to, the following:

a. Identification of all items requiring special disposal.

b. Estimates of activities to carry out disposal.

c. Current legislation applicability.

d. Safety aspects regarding disposal.

e. Control of Substances Hazardous To Health (COSHH).

3.2 This plan shall describe how the engine sub-system and support equipment disposal solution is to be developed and instigated during its operational life to include proposed activity of the Authority and the Contractor.

3.3 The Contractor shall investigate, analyse and report on the optimum disposal solution, policy and procedures for MAEFS.

Annex H to
MAEFS ILS PLAN
Dated 20 Feb 18

FACILITIES AND INFRASTRUCTURE PLAN

1. AIM

1.1 The aim of this document is to provide an overview of required format and content for the Facilities and Infrastructure Plan as an accompaniment to the ILS Plan.

2. REQUIREMENTS

2.1 The Contractor will be required to provide a Facilities and Infrastructure Plan which details the following:

a. A report which investigates and identifies any Contractor and Authority requirements for optimum facilities and infrastructure.

b. The function and specifications for any facilities including technical accommodation and services required to store, operate and maintain the system and details of how these requirements will be incorporated within the existing facilities.

c. The depth facilities required to support the engine sub-system and how/if these will be incorporated within existing facilities.

d. Identification of constraints associated with utilisation of existing facilities (including Security requirements).

e. Identification of areas where existing facilities will require modification to support the engine sub-system.

f. Inclusion of facility modification activity to the project schedule.

Annex I to
MAEFS ILS PLAN
Dated 20 Feb 18

HUMAN FACTORS INTEGRATION (HFI) PLAN

1. AIM

1. The aim of this document is to provide an overview of required content for the Human Factors Integration (HFI) Plan required as an accompaniment to the ISP.

2. BACKGROUND

2.1 The MAEFS projects consists of a complex sub-system that will be deployed across 2 aircraft types and a wide range of environments. It is essential that the equipment's interactions with the operators and maintainers are considered as part of the design process.

3. REQUIREMENTS

3.1 The Contractor, utilising, as a minimum, Def Stan 00-251 as guidance, shall provide a Human Factors Integration Plan which will detail, but is not limited to, the following:

a. A programme of activities that considers HFI as part of equipment design.

b. Assessment and influence of operation and maintenance activities to ensure good HFI practice.

c. Design criteria to minimise the complexity and time required for maintenance activity.

d. Design criteria to provide a safe and easy to use operating environment.

e. How the HFI activities will interact with the R&M/FMECA activity and the Safety Programme.

f. Hazard assessment to consider operators and maintainers in all operating environments.

Annex J to
MAEFS ILS PLAN
Dated 20 Feb 18

SUPPLY SUPPORT PLAN (SSP)

1. AIM

1. The aim of this document is to provide an overview of required format and content for the Supply Support Plan (SSP) required as an accompaniment to the ISP.

2. BACKGROUND

2.1 The main objective of the MAEFS project is to ensure that the most effective and efficient engine support solution is procured with due consideration of whole life costs. As the project is at its' core, a support project, the SSP is critical to success.

3. REQUIREMENTS

3.1 The SSP is a key document and should include:

a. A description of the support solution, and benefits in terms of Cost of Ownership of the proposed solution.

b. Detail of through life ILS activity to include, but not be limited to:

i. Maintenance schedule reviews.

ii. Provision of technical support (i.e. response to technical queries, fault investigations etc).

iii. Field Engineering Support.

c. Description of how MAEFS will interact with the Integrated Operational Support (IOS) frameworks of both the Merlin and Apache air vehicles.

d. A description of the available Post Design Services to include corrective, perfective and adaptive activities.

3.2 As part of the Supply Support Plan the Contractor shall deliver a Defence Lines of Development (DLoD) focussed report describing impacts on other DLoDs which will consider but is not limited to:

a. IOS interaction (including GFE requirements and support required for any trials activity).

b. Aircraft modification (including a proposed schedule if applicable).

c. Support and Test Equipment.

d. Training (including aircrew, maintainers and training aids).

e. Forward Fleet.

f. Depth Fleet.

g. Spares Ranging and Scaling (including that required to support Deployable Support Packs).

3.3 Where a DLoD is sufficiently covered by an ILS Element Plan, a reference to the element plan should be made in the SSP.

3.4 The Contractor shall provide access to the model used to generate the Initial Provisioning range and scale and whole life support costs for verification and validation by the Authority.

Annex K to
MAEFS ILS PLAN
Dated 20 Feb 18

CONFIGURATION MANAGEMENT PLAN

1. AIM

1. The aim of this document is to provide an overview of required content for the Configuration Management (CM) Plan required as an accompaniment to the ISP.

2. BACKGROUND

2.1 CM is to be applied over the life cycle of the MAEFS project and will provide control and visibility of the sub-system's functional and physical attributes. It will provide verifiable evidence that MAEFS can meet the requirements of Def Stan 05-057 and is to be identified in sufficient detail as an aid to supportability throughout the life cycle. CM is equally applicable to hardware and software.

3. REQUIREMENTS

3.1 The Contractor shall provide a CM Plan which should include, but is not limited to the following:

a. A description of the management of change over the lifecycle of the project considering the current CM system within the Merlin and Apache DTs and how interfaces to the Design Organisation will be managed.

b. How development benefits associated with any other applicable/parallel projects will be captured and incorporated into the MAEFS project.

c. How CM activity (including development of modifications) will be documented and information disseminated between the Delivery Teams (DT) and other stakeholders.

d. Description of how the Contractor intends on enabling the configuration history and status of all equipment and technical information to be continuously recorded and made available on request.

e. The method by which the Contractor will ensure that assets are delivered to the appropriate modification standard for their intended application.

3.2 The Contractor shall control the range of configuration items that meet the needs of the MAEFS project.

3.3 The Contractor shall produce Risk Assessment sheets for each hazardous item identified in the engine sub-system, support equipment and spares.

3.4 The Contractor shall identify and record the physical and functional characteristics of Configuration Identification (CI).

3.5 The Contractor shall ensure the CM System takes account of any relevant statutory and regulatory requirements (including RA 4350 and RA 5301).

3.6 The Contractor shall investigate, analyse and report on the optimum Configuration Management (CM) Support System (e.g. the maintenance of engine designs and specifications, and management of design changes), CM processes and procedures articulating any differences from the current DT system.

3.7 The CM Plan is a deliverable with the ITN response and shall be delivered to the Authority in accordance with the MAEFS SoW.

Annex L to
MAEFS ILS PLAN
Dated 20 Feb 18

OBSOLESCENCE MANAGEMENT PLAN

1. AIM

1. The aim of this document is to provide an overview of required format and content for the Obsolescence Management (OM) Plan required as an accompaniment to the ISP.

2. BACKGROUND

2.1 Obsolescence affects all equipment, software, tools, processes, support products, standards and specifications. It impacts upon all stages of the life of equipment. It is inevitable, may be expensive and cannot be ignored, but its impact and cost can be minimised by forethought and careful planning. The objective of obsolescence management is to ensure that obsolescence is managed as an integral part of design, development, production and in-service support to minimise its cost and impact throughout the product life cycle.

3. REQUIREMENTS

3.1 The contractor shall provide an OM Plan, using the DLF for guidance, which details, as a minimum, the following:

a. How the contractor will implement a proactive, risk-based system to ensure early identification and resolution of obsolescence problems with components.

b. How the contractor will provide the widest range of options to mitigate obsolescence issue(s) and provide justification of the obsolescence strategy proposed in any instance.

c. How forward planning of obsolescence costs could provide a more cost effective way to manage obsolescence.

3.2 The OM Plan shall demonstrate how continued support for the engine sub-system as components become discontinued will be achieved, without resulting in extensive redesign.

3.3 The Contractor shall provide an obsolescence impact assessment, using a defined modelling process. This shall identify equipment considered as being at risk of obsolescence and its impact. This shall consider the management overhead of fleets within fleets and the respective out of service dates of each aircraft type.

3.4 In all instances of obsolescence, the Contractor shall provide a description of the solution (including any required support), cost, timescale, technical risk and impact.

Annex M to
MAEFS ILS PLAN
Dated 20 Feb 18

SAFETY AND ENVIRONMENTAL PROTECTION PLAN

1. AIM

1.1 The aim of this document is to provide an overview of the required content for the Safety and Environmental Management Plan (SEMP) required as an accompaniment to the ISP.

2. REQUIREMENTS

2.1 The Contractor shall deliver, a Safety and Environmental Management Plan, including, but not limited to development of the following products:

a. Safety Strategy

b. Equipment Safety Case

c. Software Safety Case

d. Environmental Management Strategy

2.2 Def Stan 00-970 certification requirements should be considered early in the project and a strategy for achievement of a certified engine sub-system should be included in the SEMP.

2.3 The Contractor's resourcing of safety management within the MAEFS project shall be articulated alongside the commitment to attend and support the Authority's Propulsion System Integrity Working Group.

Annex N to
MAEFS ILS PLAN
Dated 20 Feb 18

THROUGH LIFE FINANCE PLAN

1. AIM

1.1 The aim of this document is to provide a detailed breakdown of the requirements for delivery of the Through Life Costs for the MAEFS Project.

2. REQUIREMENTS

2.1 The Contractor, as a minimum, shall deliver detailed costs which discernibly articulate the Through Life Costs including, but not limited to:

a. Engine support solution costs.

b. Software support.

c. Initial Provisioning of Spares.

d. Facilities Uplift or modification.

e. Training system development.

Annex O to
MAEFS ILS PLAN
Dated 20 Feb 18

SOFTWARE SUPPORT PLAN

1. AIM

1.1 The aim of this document is to provide an overview of required format and content for the Software Support Plan (SSP) required as an accompaniment to the ISP.

2. BACKGROUND

2.1 Software support is essential for any system that has functionality that is reliant on software. Experience has shown that the through life cost of software supportability has been a major driver with the cost of initial software development being greatly exceeded by the cost of supporting the software and maintaining the capability during the system's operational life.

3. REQUIREMENTS

3.1 The contractor shall provide an SSP detailing the methodology for conducting software supportability that ensures any in-service software modification activity is implemented in a timely manner to sustain availability. The SSP shall be able to integrate with the Merlin and Apache Delivery Teams software solution as appropriate and should include, but not be limited to, the following:

a. How a system's effectiveness will be maintained as changes occur to the environment in which it operates (including any changes to the design of the system that contains the software).

b. Rectification of errors made in the software specification and development process.

c. Integration of Software design and verification processes with the DRACAS process.

d. Software Configuration Management, both physical and functional.

e. Software change management process including periodicities, timescales and ownership.

f. Configuration control, documentation, testing, integration and data management.

g. Application of the SA tasks to software elements of the design.

h. Identification of Software Maintenance Tasks and development of associated procedures.

i. Identification and Configuration Control of Software elements within the design.

j. Software Security.

k. Provision of logistic support.

3.2 The contractor's Software Support Capability shall support all COTS, MOTS or bespoke software used in any part of the engine sub-system including any interfaces with wider aircraft systems. Where the term "software support" is used it shall be taken to mean all the software, hardware, personnel (including training) and other resources required to design and develop software that is as error free as possible, correct a deficiency or design error, incorporate an enhancement or respond to a hardware change/update.

3.3 The contractor shall provide details regarding the intended Software Quality Management System it intends implementing and how it will assure the success of software development.

3.4 An indication of which software uploads/downloads will be achieved in the Forward environment in support of SR-219 requirements should be included in the SSP.

3.5 Software Reliability (Correctness) and Maintainability (Administration activities) is to be detailed in appropriate section of the Reliability & Maintainability Plan and referred to in the SSP.

Annex P to
MAEFS ILS PLAN
Dated 20 Feb 18

SUPPORTABILITY ANALYSIS STRATEGY

1. AIM

1.1 The aim of the Supportability Analysis (SA) programme for the MAEFS project is to ensure that the optimum support system is arrived at through the application of carefully selected SA.

2. OBJECTIVES

2.1 The Objectives of SA for the MAEFS project are:

a. Optimise Whole Life Costs (WLCs) for the required level of supportability and readiness.

b. Define logistic support resource requirements to support the engine until Out of Service Date (OSD) of the 2 aircraft types.

c. Determine the principal logistic support cost drivers and minimise demand where possible to reduce WLCs.

3. SCOPE

3.1 This document identifies the strategy for the SA Programme to be used in accordance with Def Stan 00-600. This SA Strategy describes the MOD's approach to SA, tailored in accordance with Defence Standard 00-600, to meet the needs of this project. At all stages, the scope of SA activity undertaken should be appropriate to the constraints and requirements identified in the CONUSE documents and SRD.

4. CONTENT

4.1 This strategy describes the SA tasks that need to be undertaken throughout the Project to ensure that the objectives of ILS/SA are achieved.

5. COST/FINANCE

5.1 SA Tasks within a programme cost money, time and resources. Inefficient application of SA is wasteful and may not deliver the necessary information to allow decisions to be made.

5.2 Whilst this strategy describes MODs approach to SA tasks, the Contractor should not be constrained to only those tasks suggested where there is a demonstrable reason to carry out additional SA activity. Conversely, where the Contractor believes that a task is unnecessary, then this statement shall be made and justified in the SA Plan. Where a contractor proposes alternative or additional SA tasks in the SA Plan evidence that these tasks provide a greater return on investment will be required.

6. SUPPORTABILITY ANALYSIS TAILORING

6.1 Tailoring of SA is mandatory. This strategy details the tailored application of each of the SA tasks. A full list of SA tasks and task descriptions are given within DLF: Orphan Policy, JSP 886 Vol 7 Part 3.

6.2 Several tasks may be repeated for various stages of the project. For each of these tasks, its applicability to the Project, the timing of data necessary to support other activities and the responsibility for performing (and or validating) the task must be identified. The tailoring process is explained in the Def Stan 00-600.

7. PLATFORM SA INTERGRATION

7.1 Whilst SA will only be conducted on the engine sub-system as part of the MAEFS project, the recommended support should highlight the interface with the aircrafts' IOS support infrastructure including proposing assumptions and dependencies to the Authority where appropriate.

8. REQUIREMENTS

8.1 The Contractor shall submit an SA Plan in accordance with the SoW.

8.2 The Contractor shall implement a Supportability Analysis (SA) Plan in accordance with Def Stan 00-600, against one of the recognised standards highlighted in the Def Stan, and tailored to meet the requirements of the MAEFS project. Only those SA tasks selected because of task tailoring, and therefore included in the Contractor's SA Plan, are to be undertaken, unless the need to undertake additional tasks is jointly agreed with the Projects TTLS Manager. Where the Contractor believes that there is no requirement to carry out a task or sub-task, or, where the Contractor recommends additional tasks, or sub-tasks, the Contractor shall fully justify the reasons.

8.3 The SA Plan must include, but not be limited to, the following tasks which have been initially tailored by the Projects TTLS Manager. Further tailoring should be undertaken by the Contractor based on the ITT response being made (i.e. a novel solution or otherwise). They are presented in five inter-related groups:

a. Programme planning and control.

   i. Development of the SA Plan.

   ii. Programme and design reviews.

b. Mission and Support Systems Definition.

   i. CONUSE analysis.

   ii. Support system and standardization.

   iii. Comparative analysis.

   iv. Technological opportunities.

   v. Supportability and supportability related design factors.

c. Preparation and Evaluation of Alternatives.

i. Functional requirements identification.

ii. Support system alternatives.

iii. Alternatives evaluation and trade-off analysis.

d. Determination of Support Resource Requirements.

i. Task analysis.

ii. Impact on existing support systems (IOS interfaces).

iii. Post production/manufacture support analysis.

e. Supportability Assessment.

i. Supportability, test, evaluation and verification.

ii. Monitoring and evaluation of the developing support system.

iii. Monitoring, evaluation and updating of the implemented support system.

8.4 Additionally the SA Plan should detail the equipment breakdown structure and identify and justify any additional information required to be delivered by the Authority to the Contractor in support of SA along with a schedule of delivery dates.

Annex Q to
MAEFS ILS PLAN
Dated 20 Feb 18

TERMS OF REFERENCE OF THE LOGISTICS SUPPORT COMMITTEE / INTEGRATED LOGISTICS SUPPORT WORKING GROUP

1. AIM

1.1 The aims of the ILS Working Group (ILSWG) are:

a. To develop, maintain and implement an Integrated Logistic Support Plan in accordance with the procedures set out in Def Stan 00-600.

b. To identify, develop and act upon the dependencies and assumptions affecting ILS activity on the MAEFS project.

c. To identify the overall logistic support implications of the engine sub-system in service.

d. To examine cost options for the provision of Logistic Support.

e. To develop and refine criteria for the planning of the Logistic Support Date (LSD).

f. Configuration Management.

g. Agree the format and review the Logistics Information Repository.

2. CHAIRMANSHIP

2.1 The Merlin Projects TTLS Manager and Contractor's ILS Manager will co-chair the ILSWG.

3. MEMBERSHIP

3.1 The ILSWG shall routinely be attended by:

a. The Merlin Projects TTLS Manager or empowered representative.

b. The Contractor's ILS Manager.

c. The Contractor's SA Manager (where different from the ILS Manager).

d. Others as required dependent on the agenda.

3.2 The Support Solutions Officer (SSO) and Platform Integrated Logistics Function Leads will be invited to meetings on an occasional basis to provide assurance.

4. FREQUENCY

4.1 The ILSWG will be held every 3 months with additional meetings able to be called when required to discuss urgent matters. The Contractor shall ensure adequate Contractor and sub-contractor (if applicable) representation at the meetings.

4.2 ILSWG meetings will normally alternate between DE&S at Abbeywood, Bristol and at Yeovil (based at Leonardo Helicopters) and the Contractor's premises.

4.3 The Contractor shall prepare and submit a recommended agenda (and slide pack) to the Authority 10 working days prior to the ILSWG. The Authority will then provide the final agenda to the Contractor for distribution. The Agenda shall always include the following:

a. Progress against milestones.

b. Risk.

4.4 The Contractor shall prepare detailed minutes of each ILSWG and shall submit the minutes to the Authority for approval within 5 working days of the meeting.

4.5 Subsidiary meetings will be convened, as required, that will report to the ILSWG.

4.6 These meetings shall be supported by the Contractor. These may include, but not be limited to:

a. DRACAS Sentencing Committee (Def Stan 00-40) (If needed)

b. Configuration Control Board

c. Training Working Group

d. Technical Publications Working Group

e. R&M Working Group

f. Software Working Group

Ministry of Defence

de&S MOD COMMERCIAL

SCHEDULE H – BASELINE ASSUMPTIONS

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

Schedule redacted in accordance with FOI Act Section 26 (1)(b)

SCHEDULE I

BASELINE ASSUMPTIONS

PROGRAMME ASSUMPTIONS

1. ASSUMED ANNUAL AIRCRAFT FLYING HOURS (AFH)

1.1 The Contractor will support the Assumed Annual AFH (by Platform Mark) as outlined at **Error! Reference source not found.** below and the price applies to the achievement of these flying hours.

[redacted]

2. FLYING HOUR VARIATION

2.1 The Assumed Annual AFH in total represents 100% of the requirement and is the level covered by the contract Target Cost Incentive Fee arrangement. However, the contract includes a band of tolerance to allow for flexibility in the level of AFHs, see Annex C to Schedule C. The band of tolerance will be from 70% to 105% of the total AFH in FY19/20 onwards, where each engine flying hour in excess of 100% and up to 105% will be subject to an over-fly payment and for each engine flying hour below 100% a rebate will apply. This mechanism and levels are detailed in Schedule C.

3. CUSTOMER AND FLEET DATA

3.1 The current engine fleets[1] are summarised in table 2 below.

TABLE 2

[redacted]

3.2 The current Deployable Support Packs (DSPs) are summarised in table 3 below.

[1] [redacted]

[redacted]

[redacted]

[redacted]	[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]	[redacted]
	[redacted]	[redacted]	[redacted]
	[redacted]	[redacted]	[redacted]
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Ministry of Defence

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SCHEDULE I – QUALITY, SAFETY, REGULATORY ARTICLES AND DEFSTANS

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

SCHEDULE I

1. QUALITY

1.1. Quality requirements will apply as shown at Table 1. The Parties acknowledge that, where Quality requirements reference subordinate standards, the Contractor's compliance with the subordinate standards will be limited to those that are extant at the Effective Date.

Table 1: Quality Requirements		
Ref	**Requirement**	**Qualifications**
1	AQAP 2105: NATO Requirements for Deliverable Quality Plans Edn 2	A Quality Plan is to be delivered by the Contractor to the Authority within sixty (60) Business Days of the Effective Date. The Quality Plan will be reviewed and evaluated by the Authority and the Contractor will be notified by the Authority's Contract Manager of the Authority's acceptance of the Quality Plan.
2	AQAP 2110: NATO Quality Assurance Requirements for Design, Development and Production Edn D Version 1	
3	AQAP 2210: NATO Supplementary Software Quality Assurance Requirements to AQAP 2110 Edn A Version 2	
4	Defence Standard 05-57: Configuration Management of Defence Materiel Issue 6.	
5	Defence Standard 05-61: Quality Assurance Procedural Requirements Part 1 Concessions Issue 6	
6	Defence Standard 05-61: Quality Assurance Procedural Requirements Part 4 Contractor Working Parties Issue 3.	
7	Defence Standard 05-61: Quality Assurance Procedural Requirements Part 9 Independent Inspection Requirements for Safety Critical Items Issue 5	
8	Defence Standard 05-99: Managing Government Furnished Assets in Industry Issue 4	
9	Defence Standard 05-135 Issue 1: Avoidance of counterfeit Material	

Table 1: Quality Requirements		
Ref	**Requirement**	**Qualifications**
10	Defence Standard 81-41: Packaging of Defence Materiel Part 3 Environmental Testing Issue 5 Publication Date 19 Oct 2007	Where no full specification is defined (for example but not limited to climatic, environmental storage or shock conditions) then the Contractor's Standard Packing will be applied and deemed compliant. Package information shall include, as a minimum, NSN reference number, brief description of contents, pack quantity, shelf life/expiry date where appropriate, gross weight, hazardous information and supplier reference.
11	Defence Standard 81-41: Packaging of Defence Materiel Part 4 Documentation Issue 6 Publication Date 31 Oct 2008	Where no full specification is defined (for example but not limited to climatic, environmental storage or shock conditions) then the Contractor's Standard Packing will be applied and deemed compliant. Package information shall include, as a minimum, NSN reference number, brief description of contents, pack quantity, shelf life/expiry date where appropriate, gross weight, hazardous information and supplier reference.
12	Defence Standard 81-41: Packaging of Defence Materiel Part 5 Packaging Processes Issue 6 Publication Date 13 Jun 2008	Where no full specification is defined (for example but not limited to climatic, environmental storage or shock conditions) then the Contractor's Standard Packing will be applied and deemed compliant. Package information shall include, as a minimum, NSN reference number, brief description of contents, pack quantity, shelf life/expiry date where appropriate, gross weight, hazardous information and supplier reference.
13	Defence Standard 81-41: Packaging of Defence Materiel Part 6 Package Markings Issue 6 12 Oct 2006	Where no full specification is defined (for example but not limited to climatic, environmental storage or shock conditions) then the Contractor's Standard Packing will be applied and deemed compliant. Package information shall include, as a minimum, NSN reference number, brief description of contents, pack quantity, shelf life/expiry date where appropriate, gross weight, hazardous information and supplier reference.
14	No second hand or previously used material not owned by the Authority shall be supplied in furtherance of this Contract without the express written permission of the Procurement Management Branch (PMB) designated in Box 2 of the DEFFORM 111. The PMB will require the full history of any such material.	
15	The PQAO may delegate Government Quality Assurance to an overseas Government Quality Assurance Representative in accordance with STANAG 4107 Edn 8.	

2. SAFETY

2.1. The Parties recognise and accept the Authority's roles and duties as Airworthiness Authority in relation to the Aircraft and the Engine and that the Authority remains at all times responsible for ensuring the operational safety of the Aircraft and Engine.

2.2. The Authority recognises that the Contractor is not competent to provide advice on issues other than those related solely to the Engine.

2.3. The Parties acknowledge the importance of the Authority maintaining unfettered leadership of matters in relation to the safe operation of the Aircraft Fleet in discharging its duties as set out above.

2.4. The Contractor shall provide and maintain from the Effective Date a Contractor Safety Management System. The Authority shall review the acceptability of the Contractor Safety Management System from time to time as part of its continuing MAOS and DAOS audits.

2.5. The Contractor shall provide a Safety Management Plan within sixty (60) business days of contract signature.

2.6. The Contractor will continue to advise the Authority of hazards that are processed through its hazard reporting procedure (known as the 'Red-Top' procedure) where those Red Tops are relevant to the Authority's operation of Engines.

ATTENDANCE AT NON-CONTRACT MEETINGS REGARDING ENGINE SAFETY ISSUES

2.7. The provisions of paragraphs 2.8 to 2.12 below will apply in respect of any attendance by the Contractor's employees at Non-Contract Meetings regarding Engine safety issues.

2.8. The Contractor acknowledges that the Authority may request that the Contractor attend Non-Contract Meetings regarding Engine safety issues.

2.9. Subject to paragraph 2.10, the Contractor's representative (typically the Contractor's Chief Engineer or his nominated representative) will attend the Non-Contract Meeting at the invitation of the Authority in order to provide information that may assist the Authority in making independent decisions on the significance of Engine issues to the successful and safe operation of the Aircraft Fleet.

2.10. The Contractor will not unreasonably refuse any request to attend a Non-Contract Meeting. The Contractor will be entitled to refuse to attend such Non-Contract Meetings regarding Engine safety issues where:

a. any matters that relate to the Engine that are proposed for discussion or consideration at such Non-Contract Meetings regarding Engine safety issues can, in the Contractor's reasonable opinion, be more effectively discussed and considered in the LTC meeting; or

b. the discussion of any matters pertaining to the Engine proposed at such Non-Contract Meetings would involve the disclosure by the Contractor of the Contractor's (or Sub-Contractor's) commercially sensitive or confidential information to third parties that are in attendance; or

c. the Contractor is unable to make available its Chief Engineer or his nominated representative for reasons outside of its reasonable control.

2.11. Whilst the Contractor representative may, if invited, offer considered opinion and advice, the Authority acknowledges that:

a. the Contractor will not be required to endorse the output of any Non-Contract Meeting; and

b. it will not represent in any forum that the Contractor's attendance at such Non-Contract Meeting is an endorsement or agreement (whether express or implied) by the Contractor or any Contractor Related Party of any Authority decision in relation to the safety, safe operation or use of relevant systems.

2.12. The Authority undertakes that prior to the issue of any minutes of a Non-Contract Meeting, a draft of such minutes will be provided to the Contractor's Chief Engineer or his nominated representative for comment. The Contractor will be given a minimum of two (2) Business Days from receipt of the draft to comment or approve the draft minutes, and the Authority will accept all reasonable amendments to the draft minutes which are proposed by the Contractor.

3 SAFETY MODIFICATIONS

3.1 The Contractor will notify the Authority of:

a. the need to make any Safety Modification required by the Contractor or a Contractor Related Party;

b. the timescale the Contractor or Contractor Related Party recommends for implementation of the Safety Modification; and

c. details of the nature and extent of the Safety Modification required.

3.2 The Authority may accept or reject any notification made pursuant to paragraph 3.1 above, but will consider all such notifications reasonably, at its own cost and without undue delay.

3.3 Should the Authority not accept any Safety Modification of which it is notified pursuant to paragraph 3.1 above and/or not procure the implementation of a Safety Modification within the timeframe recommended in writing by the Contractor, the Authority will indemnify and keep indemnified the Contractor and the Contractor Related Parties from and against any liabilities, penalties, claims, proceedings, judgements, damages, obligations, costs and expenses arising out of or in any way connected with its decision not to follow the recommendations of the Contractor or the Contractor Related Party (as the case may be).

3.4 The Authority acknowledges that any costs of the Contractor arising from or in connection with the assessment, design, development, embodiment, qualification or support of Safety Modifications are not included within the Contract Price and accordingly the Authority will be responsible for all such costs that arise during the Contract Period. Where the Authority requires a Safety Modification to be implemented, the Contractor will be entitled to a contract Change, to be made in accordance with the provisions of Schedule J.

3.5 The Contractor will be entitled to an Equitable Adjustment arising from the implementation of any Safety Modifications or Authority Modifications.

4. MILITARY AIRWORTHINESS AUTHORITY REQUIREMENTS

4.1 The Authority shall retain existing Engineering Authority responsibilities for matters concerning Airworthiness, flight Safety and Configuration control, including, but not limited to, the approval of all modifications, repair schemes, Technical Publications, Special Instructions (SI), Special Technical Instructions (STI), Urgent Technical Instructions (UTI), Routine Technical Instructions (RTI) and amendments to the Aircraft Document Set (ADS), in addition to those

specified in the Requirement. This does not absolve the Contractor of discharging his responsibilities for Airworthiness, flight Safety and Configuration Management as a DAOS and/or MAOS approved organisation.

4.2 In placing tasks, the Authority shall ensure that the Contractor has appropriate approval to deliver the requirement. In accepting tasking, the Contractor shall confirm that they hold appropriate approvals to enable delivery of the complete activity.

4.3 The Authority shall, in a timely manner for the duration of the Contract, review for approval all safety modifications. The Authority shall retain the right to seek independent assurance and advice, to support In-Service recommendations for acceptance and Release to Service (RTS) clearance.

4.4 The following Military Aviation Authority documents are applicable to this contract for information and reference use only.

a. MAA01: MAA Regulatory Policy

b. MAA02: MAA Master Glossary

c. MAP-01 Manual of Maintenance and Airworthiness Processes

d. MAP-02 Manual of Maintenance and Airworthiness Processes (Supplement) - MoD Form 700 Series of Forms

4.5 The Contractor shall comply with the applicable Acceptable Means of Compliance prescribed in the Military Aviation Authority (MAA) Regulatory Articles (RA) as identified at table 2 below.

4.6 Complying with the MRP does not reduce or limit any statutory or legal obligation of the Contractor.

4.7 Contractor Certificates of Design shall comply with the requirements of RA 5103. Where it is not possible to comply with the format specified in Appendix A1 or A2 of RA 5103, a derivative of the civil type permission identified in RA 5103, Annex A, Paragraph A.1.2.2. shall be provided.

TABLE 2

Regulatory[1] Articles	Issue No.	Regulation
1014	5	1,2
1017	3	1
1018	Initial	1
1130	3	1,2
1200	4	1
1225	Initial	1
1230	5	1
1310	4	1,2
1400	2	1
1410	7	1

[1] List of relevant RAs was created from the reviewed content of Hermes Version 1.2.(3749).

1420	4	1
2370	3	1,2,3,4
2375	3	1,2
2401	3	1,2,3,4,5,6,7
4050	4	1,2,3,4
4051	Initial	1,2
4054	Initial	1,2,3
4055	Initial	1,2
4056	Initial	1,2
4061	2	1,2
4201	Initial	1,2,3
4203	Initial	1
4204	Initial	1
4213	Initial	1
4253	Initial	1,2,3
4255	Initial	1
4256	Initial	1
4257	Initial	1
4266	Initial	1
4303	Initial	1,2
4305	Initial	1
4306	2	1
4350	Initial	1
4351	Initial	1
4352	Initial	1
4401	Initial	1
4403	2	1
4457	Initial	1
4500	Initial	1,2
4502	Initial	1
4510	Initial	1
4551	Initial	1
4552	Initial	1
4553	Initial	1,2
4554	Initial	1
4700	Initial	1
4800	8	1
4801	3	2
4802	3	1
4803	4	1
4804	3	1
4805	3	1,2,3,4
4806	5	1,2,3,4,5,6,7,8,9,10
4807	3	1,2,3,4,5,6,7,8,9,10,11,12,13

4808	4	1,2
4809	4	1,2,3,4
4810	4	1,2,3,4,5,6,7
4811	3	1,2
4812	4	1,2,3,4,5
4813	4	1,2,3
4814	3	1,2,3
4815	4	1,2,3
4816	5	1,2,3,4
4817	3	1
4818	3	1
4819	3	1
4820	5	1,2
4821	3	3
5103	3	1,2,3,4
5203	2	1,2,3
5206	2	1
5212	2	1,2
5219	3	1,2
5220	2	1,2
5301	2	1,2
5303	2	1
5304	2	1
5305	3	1
5306	2	1
5307	2	1,2,3,4
5308	4	1,2,3
5312	2	1
5313	2	1
5320	3	1
5401	3	1,2,3,4
5404	2	1,2,3
5405	3	1
5406	2	1
5502	3	1,2
5601	3	1,2,3
5602	2	1,2,3,4
5604	3	1
5615	2	1,2
5722	7	1,2,3,4,5
5723	3	1
5724	4	1,2
5725	Initial	1
5800	Initial	2

5805	Initial	1,2,3,4
5810	Initial	1,2,4,5,6,7,8,9,12,13,14,18,19,20
5820	Initial	1,2,3,4,5,6,7,8
5835	Initial	1
5840	Initial	1
5850	2	1,2,3,4,5,6,7,8,9,10,11,12,13
5855	Initial	1,2
5865	Initial	1,2-11
5875	Initial	1
5885	Initial	1,2,3,4,5

5. DEFSTANS

5.1 The additional DEFSTANS applicable to this Contract are set out in the Terms and Conditions and Schedule A (Statement of Requirements).

Def Stan 05-057 Issue 6	Configuration Management of Defence Material
Def Stan 05-099 Issue 4	Managing GFE in Industry
Def Stan 05-129 Issue 5	Contractors on Deployed Operations
Def Stan 05-135 Issue 1	Avoidance of Counterfeit Material
Def Stan 05-138 Issue 2	Cyber Security for Defence Suppliers
Def Stan 00-035 Part 4 Issue 1	Natural Environments
Def Stan 00-051 Issue 1	Environmental Management Requirements for Defence Systems
Def Stan 00-056 Part 1 Issue 7	Safety Management for Defence Systems, Requirements & Guidance
Def Stan 00-251 Issue 1	Human Factors Integration for Defence Systems
Def Stan 00-600 Issue 4	Integrated Logistic Support. Requirements for MOD Projects
Def Stan 00-970 Part 7 Section 2	Design and Airworthiness Requirements for Service Aircraft, Rotorcraft, Powerplant

ANNEX A: Contractor Third Party Accreditations

[Note: To be populated during the negotiation with the winning tenderer].

Ministry of Defence

de&S MOD COMMERCIAL

SCHEDULE J - ADDITIONAL SERVICES
(PLACEHOLDER - SUBJECT TO NEGOTIATION WITH CONTRACTOR)

MERLIN AND APACHE ENGINES FUTURE SUPPORT

CONTRACT NUMBER
HELSS/0102

SCHEDULE J

ADDITIONAL SERVICES

1. SCOPE

1.1 This Schedule J sets out the terms which shall govern the provision of Additional Services undertaken by the Contractor under the Statement of Requirement, authorised and priced under Item 2 of the schedule of requirements and in accordance with the Tasking Process detailed in Appendix B of this Schedule.

2. PRICES AND PAYMENT

2.1 If the Authority wishes the Contractor to perform Additional Services, the Authority shall raise a Request for Additional Services using the pro-forma set out as Appendix A to this Schedule J (a "Request") stating the Additional Services required.

2.2 The Contractor shall review the Request and may ask for further details of the Authority's specific requirements within ten (10) Business Days of receipt of the Request.

2.3 The Contractor shall provide a quotation for the Additional Services requested by the Authority (a "Quotation"). A Quotation will be provided within 10 Business Days (or such other time as is agreed between the Parties) following the Request and/or any clarification of the Request, and shall set out:

a. The forecast date for completion of the Additional Services;

b. The validity period during which the Authority may proceed with the Quotation by raising an Additional Services Order (as defined below) (if not previously withdrawn by the Contractor);

c. Any limitations of liability or warranty applicable to the Additional Services where these differ from those set out elsewhere in the Contract, as applicable to the type of Additional Services performed.

2.4 With respect to price, the quotation shall provide a firm price in accordance with DEFCONS 127 or 643 and 811-814 for completion of the Additional Services (including the price for delivery if applicable) which shall be exclusive of all Tax. Profit shall be negotiated in line with the prevailing Single Source Contracting Regulations (SSCR) Profit rate Guidance at the time using the Baseline Profit Rate for the year.

2.5 Where so requested by the Authority, or where a firm price cannot be provided prior to commencement of the Additional Services, an estimated price based on a Limit of Liability for performing the Additional Services.

2.6 The quotation shall include full details of key assumptions on which the price is based. The Quotation shall be provided within 10 business days.

2.7 If the Authority wishes to proceed it will send a purchase order offer for the Additional Services (an "Additional Services Order") to the Contractor within the validity period stated in the quotation.

2.8 The Contractor shall accept the Additional Services Order by counter-signing and returning a copy to the Authority. A binding contract for the provision of the Additional Services will arise at that point.

2.9 Where the Contractor has provided the Authority with a quotation containing an estimated price for the Additional Services, and the Authority has signified that it is content with the estimated price, the Contractor may commence work but shall prepare and submit a firm price quotation as soon as practical and no later than one (1) Month from the commencement of the work.

2.10 If at any time prior to agreement of the firm price it becomes apparent that the costs for the Additional Services shall exceed the estimated price agreed with the Authority, the Contractor shall immediately inform the Authority and cease all further work until the Authority has expressly authorised the Contractor to continue with the work, or until a firm price for the Additional Services has been agreed.

3. GENERAL PROVISIONS IN RESPECT OF WORK

3.1 Except as provided in paragraph 2.7 above, the Contractor shall not begin to perform any Additional Services until the Parties have agreed a firm price and the Contractor has accepted an Additional Services Order in accordance with paragraph 2.9 above.

3.2 The Contractor shall perform the Additional Services in accordance with the terms of this Contract and the terms of the Accepted Additional Services Order.

APPENDIX A - ADDITIONAL SERVICES: REFERENCE DATA			Revision Number	
This form is to be used for Schedule J Additional Services tasks.			Green fields optional	
DE&S Reference		Date Task Received		
Supplier Reference	For Supplier PM use only	Task Reference		

Part 1 –Statement of Requirement (to be completed by DE&S)							
Contract Ref							
DE&S Task Owner	*Name*		*Telephone*		*Email*		
DE&S PM	*Name*		*Telephone*		*Email*		
DE&S Commercial	*Name*		*Telephone*		*Email*		
Supplier PM	*Name*		*Telephone*		*Email*		
Supplier Technical	*Name*		*Telephone*		*Email*		
Supplier Commercial	*Name*		*Telephone*		*Email*		
RCA Reference		UIN		RAC		Management Group	
VAT code		Other Financial Info					
Task Title:							
Platform Type & Mark		UOR Reference:					
Previous task reference(s)							
Business Case Approved		If no, state anticipated					

	Task	Sub-task	Application	Quantity	Units	Location	Output
Task Code							

Requirements (including applicable Standards and Regulations)		
Requested Deliverable(s)	Acceptance Criteria	Requested Date

Additional Info					
Additional conditions and QA					
Do export controls apply?		Are necessary export control/licences in place?		Export control references/details (e.g. NDA, TAA, Other)	
Do additional security controls apply?		Are necessary security control(s) in place?		Security control reference(s)/detail (s) (e.g. SAL, Other)	
Government Furnished Assets					

Requested Bid Date		Requested Start Date		Requested Finish Date	

APPENDIX A – ADDITIONAL SERVICES: REFERENCE DATA		Revision Number	
This form is to be used for Schedule J Additional Services tasks.	Green fields optional		
DE&S Reference		Date Task Received	
Supplier Reference	For Supplier PM use only	Task Reference	

Part 2 – Supplier Proposal (to be completed by Supplier)	
Ref	
Solution Summary (including specific Commercial and Technical standards and conditions and any applicable QA)	
Applicable QA Requirements (amend as required)	
Proposal Reference	

Government Furnished Asset(s)	Due by

Price (£/Units)	
Validity Date	
Price type	

Pricing Model used	
Pricing Model rationale	
Pricing rationale	
Planned start date	

APPENDIX A – ADDITIONAL SERVICES: REFERENCE DATA	Revision Number	

SCHEDULE J – Additional Services: Reference Data Green fields optional

DE&S Reference		Date Task Received	
Supplier Reference		Task Reference	

Risks (where applicable, detailed Risk Register attached)

ID	Risk Title	Risk Description	Risk Type	Risk Owner	Mitigation Strategy	Fallback cost (£k)	Residual Exposure (£k)
1							
2							
3							

Exclusions

ID	Description (add more rows as required)
1	
2	
3	

Dependencies (add more rows as required)

ID	Description	Impact of deficiency	Due Date
1			
2			
3			

Deliverables (add more rows as required)

ID	Description	Acceptance Criteria	Due Date
1			
2			
3			

Business approval	Name:		Signature:	
	Job Title:		Date:	

Part 3 – Authorisation to Proceed (to be completed by DE&S)		
Technical Approval to Proceed	Name:	Signature:
	Job Title:	Date:
Commercial Approval to Proceed	Name:	Signature:
	Job Title:	Date:

APPENDIX A – ADDITIONAL SERVICES: REFERENCE DATA			Revision Number	
This form is to be used for Schedule J Additional Services tasks.		Green fields optional		
DE&S Reference		Date Task Received		
Supplier Reference		Task Reference		

Financial Approval to Proceed	Name:	Signature:
	Job Title:	Date:

Part 4 – Completion (to be completed by DE&S)			
ID	Deliverable (add more rows as required)	Accepted	Comments
1			
2			
3			

Authority	Name:	Signature:
	Job Title:	Date:

APPENDIX A – TASKING PROFILE

Tasking Profile

Financial Year	Task No.	Project Manager	Date	CP&F PO	Total Task Value (Ex VAT)
				Total Value (Ex VAT)	£0.00

APPENDIX B – HELSS/0102 TASKING PROCESS