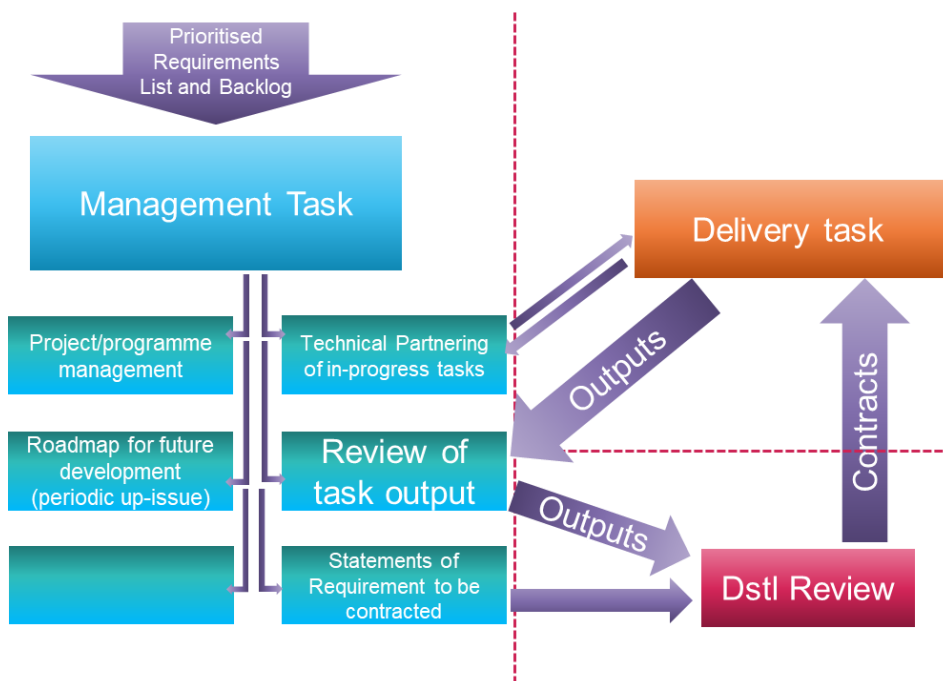
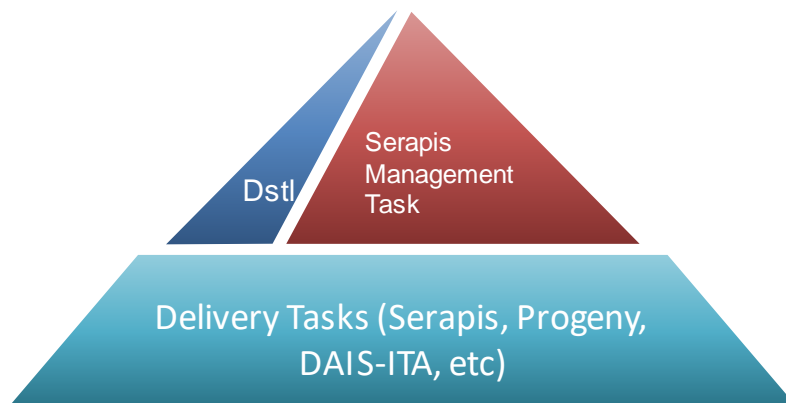


Serapis Tasking Form

Tasking Form Part 1: *(to be completed by the Authority's Project Manager)*

To:	Lot 4 QinetiQ Plc	From:	The Authority
Any Task placed as a result of your quotation will be subject to the Terms and Conditions of Framework Agreement Number: LOT 4 DSTL/AGR/SERAPIS/AII/01			
VERSION CONTROL			
V0.1			
REQUIREMENT			
Proposal Required by:	[20/08/2021]	Task ID Number:	[AII102]
The Authority Project Manager:	[REDACTED-PERSONAL INFORMATION]	The Authority Technical Point of Contact:	[REDACTED-PERSONAL INFORMATION]
Task Title:	Spending Review, Technical Management and Enablers Task		
Required Start Date:	30/09/2021	Required End Date:	31/03/2025
Requisition No:	[1000170001]	Budget Range	£500k each FY
TASK DESCRIPTION AND SPECIFICATION			
Serapis Framework Lot	<input type="checkbox"/> Lot 1: Collect <input type="checkbox"/> Lot 2: Space systems <input type="checkbox"/> Lot 3: Decide <input checked="" type="checkbox"/> Lot 4: Assured information infrastructure <input type="checkbox"/> Lot 5: Synthetic environment and simulation <input type="checkbox"/> Lot 6: Understand		
Statement of Requirements (SOR) <p>To support the management of the project we intend to establish a 'management task' contract through Serapis Lot 4 that will provide us with capacity to fulfil roles such as Deputy PTA, WP Lead, Associate Technical Partner and Technical Reviewer. We would also seek support with activities such as roadmapping.</p> <p>Whilst maintaining an agile approach to delivery outputs will include:</p>			

- Support to align strategic objectives with supplier capacity
- Development of strategy detail to support Dstl project and programme planning
- Statements of Requirements for tasks aligned with delivery of strategic objectives
- Support with partnering suppliers with Dstl and MOD customers during delivery of tasks
- Review of outputs of tasks



<input checked="" type="checkbox"/> Lot Lead to recommend <input type="checkbox"/> Single Source / Direct Award							
Pricing: <input type="checkbox"/> Firm Pricing <input type="checkbox"/> Ascertained Costs* <input type="checkbox"/> Other* Firm Pricing shall be in accordance with DEFCON 127 and DEFCON 643 Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802. *only at Authority's discretion							
Task IP Conditions							
Task IP Conditions (Follow the NIPPY guide to identify your information and IP requirements for each deliverable)				Summary of the Authority's rights in foreground IP (IP generated by the supplier in performance of the contract)			
DEFCON 703 <input type="checkbox"/>				Vests ownership with the Authority			
DEFCON 705 Full Rights <input checked="" type="checkbox"/>				Enables MOD to share in confidence as GFI or IRC under certain types of agreements. Can be shared in confidence within UK Government.			
OTHER IP DEFCONS: 14* <input type="checkbox"/> , 15* <input type="checkbox"/> , 16* <input type="checkbox"/> , 90* <input type="checkbox"/> , 91* <input type="checkbox"/> , 126* <input type="checkbox"/>				Generally only suitable for deliverables at TRL 6 and above.			
BESPOKE IP Clause <input type="checkbox"/> *				Details to be added and agreed by IP Group			
* Do not use without IPG advice and approval							
<p><i>Please state in this text box if MOD or the customer has a requirement a) that one or more Other Government Departments is able to share confidentially with their own suppliers, b) to publish but you do not think there is a requirement to own or control the deliverable, or c) to share under a procurement* Memorandum of Understanding (MOU).</i></p> <p><i>If any of these three issues applies, please contact IPG for advice before completing this form. *Listing research MOUs is not required, but can be a helpful courtesy to the supplier.</i></p>							
DELIVERABLES							
<u>Ref</u>	<u>Title</u>	<u>Due by</u>	<u>Format</u>	<u>TRL</u>	<u>Expected classification (subject to change)</u>	<u>Information required in deliverable</u>	<u>IPR DEFCON</u>

D-1	Quarterly Progress and Technical Review (QPTR 1)	T0+3 Months	Presentation (.pptx)		Official-Sensitive	<ul style="list-style-type: none"> - Update on technical progress - Progress report against project schedule. - Review of risks/issues. - Review of supply chain status - Review of deliverables in previous quarter. - Plan for next quarter activities. 	705
D2+	Subsequent QPRs	quarterly	Presentation (.pptx)		Official-Sensitive	<ul style="list-style-type: none"> - Update on technical progress - Progress report against project schedule. - Review of risks/issues. - Review of supply chain status - Review of deliverables in previous quarter. - Plan for next quarter activities. 	705

DELIVERABLE: ACCEPTANCE / REJECTION CRITERIA

Unless otherwise stated below, Standard Deliverable Acceptance / Rejection applies. This is 30 business days, in accordance with DEFCON 524 Rejection, and DEFCON 525 Acceptance.

Standard Deliverable Acceptance / Rejection:-

Yes ☒ (DEFCON 524 Rejection, and DEFCON 525 Acceptance)

No ☐ (if no, please state details of applicable criteria below)

Deliverable Acceptance / Rejection Criteria:-

If there are any other specific acceptance/rejection criteria you would like to apply to any of the deliverables, please state them here.

Government Furnished Assets (GFA)

ISSUE OF EQUIPMENT/RESOURCES/INFORMATION/FACILITIES (if not applicable, delete table and insert "None" in this text box)

Unique Identifier/ Serial No	Description	Classification	Type	Available Date	Issued by	Return or Disposal Date	Any restrictions?
Serial no	Description	Official-Sensitive	Equipment	00/00/0000	Issuer	00/00/0000	Include details here

QUALITY STANDARDS

☒ **ISO9001** (Quality Management Systems)

- ☐ **ISO14001** (Environment Management Systems)
- ☐ **ISO12207** (Systems and software engineering — software life cycle)
- ☐ **TickITPlus** (Integrated approach to software and IT development)
- ☐ **Other:** (Please specify in free text below)

SECURITY CLASSIFICATION OF THE WORK

The highest classification of this SOR

OFFICIAL ☒ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

The highest expected classification of the work carried out by the contractor

OFFICIAL ☐ OFFICIAL-SENSITIVE ☒ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

The highest expected classification of Deliverables/Output

OFFICIAL ☐ OFFICIAL-SENSITIVE ☒ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

Is a Security Aspects Letter (SAL) required? *(A Security Aspects Letter (SAL) will be required for each Task above Official-Sensitive and above)*

Yes ☐ No ☒

TASK CYBER RISK ASSESSMENT. *(In accordance with [DEF STAN 05-138](#) and the [Risk Assessment Workflow](#))*

Cyber Risk Level	Moderate
Risk Assessment Reference	775939007

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

Please ensure all completed forms are copied to DSTLSERAPIS@dstl.gov.uk when sending to the Lot Lead.

Tasking Form Part 2: *(To be completed by the Lot Lead)*

To: The Authority		From: The Lot Lead	
Proposal Reference <u>QINETIQ/EMEA/CIT/BID2102134</u> (attached)			
Delivery of the requirement: The proposal <u>shall</u> include, but not be limited to: <ul style="list-style-type: none"> • A full technical proposal that meets the individual activities that are detailed in Statement of Requirements (Part 1 to Tasking Form). • Breakdown of individual Deliverables, with corresponding Intellectual Property rights applied. • Breakdown of Interim Milestone Payments, with corresponding due dates. • A work breakdown structure/project plan with key dates and deliverables identified. • A list of required Government Furnished Assets from the Authority, including required delivery dates. • A clear identification of Dependencies, Assumptions, Risks and Exclusions which underpin your Technical Proposal. • Sub-Contractors Personnel Particulars Research Worker Form and security clearances (if applicable) 			
PRICE BREAKDOWN <i>You are to use the costs detailed in Item 2 Table I in the Schedule of Requirement and at Annex E Table 2 of the Serapis Framework Agreement. Please also provide a price breakdown which should include, but is not limited to: Lot Lead Rates, Sub-contractors costs and rates, travel and subsistence. In support of your Proposal you are requested to provide clear details of all Dependencies, Assumptions, Risks and Exclusions that underpin your price.</i>			
Offer of Contract: <i>(to be completed and signed by the Contractor's Commercial or Contract Manager)</i>			
Total Proposal Price in £	CORE £394,294.10 (LOL) OPTION 1 £508,973.30 (LOL) OPTION 2 £506,809.74 (LOL) OPTION 3 £507,736.78 (LOL)		(ex VAT)
Start Date:	15/11/21 (CORE) 01/04/22 (OPTION 1) 01/04/23 (OPTION 2) 01/04/24 (OPTION 3)	End Date:	CORE – 31/03/2022 OPTION 1 - 31/03/2023 OPTION 2 - 31/03/2024 OPTION 3 - 31/03/2025
Lot Leads Representative	Name	[REDACTED-PERSONAL INFORMATION]	
	Tel	[REDACTED-PERSONAL INFORMATION]	
	Email	[REDACTED-PERSONAL INFORMATION]	
	Date	11/11/21	
Position in Company	Assistant Commercial Manager		
Signature	[REDACTED-PERSONAL INFORMATION]		

Commercial

Liabilities:

[REDACTED - COMMERCIAL INTERESTS]

Pricing:

This Proposal is offered on an LOL basis for the CORE and for OPTIONS 1, 2 and 3.

[REDACTED - COMMERCIAL INTERESTS]

Managing Conflict of Interest:

In addition to following QinetiQ's corporate policy and procedures for managing conflict of interest i.e. to address advice vs supply side considerations, QinetiQ will follow the same approach as it does in the general management of Serapis Lots 3 and 4 with respect to managing conflict of interest in relation to this task. This is as follows:

- Members of the TSG and TWGs will be informally firewalled from their individual organisation's supply-side activities in relation to any statement of requirement arising from their work in this team;
- Members of the TSG and TWGs may not support their organisations in their Expressions of Interest (EOIs) for any task arising from the work of this team (regardless of the contracting mechanism);
- TSG and TWG members may still contribute to tasks or supporting activities derived from the work of the TSG and TWGs but only on a directed basis i.e. agreed with QinetiQ and Dstl upfront;
- All members of the TSG and TWGs will be expected to sign a conflict of interest statement to confirm their acceptance of this approach.

Core Work – Breakdown:

[PRICING TABLES REDACTED IN ENTIRETY-COMMERCIAL INTERESTS]

[PRICING TABLES REDACTED IN ENTIRETY-COMMERCIAL INTERESTS]

[SUB CONTRACTOR PRICING TABLES REDACTED IN ENTIRETY-COMMERCIAL INTERESTS]

Travel, Subsistence, Materials & Equipment					
<i>Please insert/delete rows as necessary</i>					
Supplier Name	Spend Type	Description / Rationale	Unit Cost (£)	Qty	Total Cost (£)
	Choose an item.				
	Choose an item.				
	Choose an item.				
Total					

Core Work – Milestone breakdown costs

Proposed Milestones Payments

Your TMS bid costs shall be included in milestone 1.

The final Milestone must reflect the actual cost of the deliverable, and be greater than 20% of the Task value, unless otherwise agreed with your Commercial POC

Please duplicate the template per milestone table format below as necessary, and rename milestone number accordingly.

[MILESTONE PRICING TABLES REDACTED IN ENTIRETY-COMMERCIAL INTERESTS]

TOTAL	£394,294.10
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Options – Summary

[OPTIONS PRICING TABLES REDACTED IN ENTIRETY-COMMERCIAL INTERESTS]

Total price of Options:

1	Option FY23	£508,973.30
2	Option FY24	£506,809.74
3	Option FY25	£507,736.78
Total		£1,523,519.82

Invoicing would be on a quarterly basis

Tasking Form Part 3:

To be completed by the Authority's Commercial Officer and copied to the Authority's Project Manager.

1. Acceptance of Contract:		
Authority's Commercial Officer	Name	[REDACTED-PERSONAL INFORMATION]
	Tel	[REDACTED-PERSONAL INFORMATION]
	Email	[REDACTED-PERSONAL INFORMATION]
	Date	19/11/2021
Requisition Number		R1000170001
Contractor's Proposal Number		QINETIQ/EMEA/CIT/BID2102134
Purchase Order Number		DSTLX-1000164774
Signature		[REDACTED-PERSONAL INFORMATION]
<i>Please Note: Task authorisation to be issued by the Authority's Commercial Officer or Contract Manager. Any work carried out prior to authorisation is at the Contractor's own risk.</i>		