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| CCS_2935_SML_AW | HO Logo |
| **QAT Augmentation Service – Lot 1**Example Work Package of requirements |

This is an example and illustrative work package requirement only. It is provided for the sole purpose of supporting the letting of the QAT Agreement. The requirement is only representative of the type of work package that may be required – this work package will not be commissioned or delivered.

As part of the commercial bidding process, suppliers are invited to respond to this example work package in order to help inform the evaluation process and their ability to meet the requirements with value for money solutions and services.

The response to this work package will be reviewed along with the full bid response against the published evaluation criteria. There will be a single assessment and score given against each criteria based on the combined evidence i.e. the response to this work package will not be assessed or scored in isolation.

**Suppliers should not raise clarification requests against this work package requirement as part of the formal procurement process. As part of the response to the work package suppliers can include the types of questions or clarifications they would raise if this was to be a ‘live’ requirement**.

Quality Assurance & Testing for IT Systems – Augmentation Service Lot 1

Example Work Package Definition

# Overview

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| Project Name | Digital transformation project  |
| Work Package Publication date | 01/09/2016 |
| Closing Date for Supplier Proposals | 30/09/2016 |
| QA and Testing has been commissioned to support the development of a new digital service to support a transformation program within a major government department. The purpose of this work package is to commission a team of QA & Test specialists to meet the program’s testing requirements. Test delivery will be led by the QA and Testing Lead QAT delivery owner who is responsible for testing across the program.  |

# Background

## The existing funding grant cycle within the Department is due to end in 2017 with the introduction of a new set of schemes due to begin in 2017/2018. It is clear that a reform of services is required before the next cycle begins.

## At present services are delivered to the public by four separate departments and programme delivery is fragmented across the delivery bodies. The existing delivery arrangements will make the reform difficult if not impossible to implement.

## Departmental reform provides a chance to radically improve customer services, reduce costs and improve the flexibility, efficie

## ncy and effectiveness of policy implementation. Additionally the contracts for the IT systems that support the current policies are coming to an end. Replacements or extensions will be required to ensure continuity of services during the transition to the new policy arrangements.

## The project has been set up to design, develop and implement the solution that will achieve these outcomes and benefits. The successful supplier will provide the resources to ensure that testing requirements are met in the required timescales.

# Statement of Requirement

## The scope of this requirement is to provide resources capable of delivering the testing services set out below.

* **System Integration Test (SIT):** to plan, manage and co-ordinate SIT across a multi-supplier environment. This will ensure a cohesive approach to integration testing, with input and support from supplier test functions. SIT is expected to cover lower level interface testing up to high level end-to-end functional testing.
* **Non-Functional Testing,** to support the delivery of resilient services through the strengthened assurance of supplier led non-functional testing. In addition to the overarching test assurance activities.

# Deliverables (PEOPLE REQUIREMENTS)

## Deliver resources of an acceptable standard with the capability and experience to meet the following requirements. All staff to be clearable to SC level security clearance. The work is based in central London and Sheffield.

## The following QA and Test specialists are required to assume the following responsibilities. Please provides one (the strongest) CV against each role:

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| **Lead QAT Delivery Owner (Integration Testing) x 1 Core responsibilities** | **Core skills required** |
| To lead the definition and implementation of a QA and test strategy for the projectCoordinating resources, tasks, risks, dependencies, financial management and service requirements for the projectInitiating and influencing the effective delivery of QA and test analysis within an agile environment including the overall development of user stories and acceptance criteriaEnabling the use of analytical techniques including risk based testing and formal test analysis and design techniques where appropriateInitiating integration testing for the project involving integration with other services, organisations and legacy systemsEnabling QA and testing practices to support the digital by default service standard, working as part of a multi-disciplinary team focused on user needs and user centred design | Establishing and Implementing a QAT StrategyAnalytical SkillsIntegration TestingTest AutomationTest Tools & EnvironmentsPerformance TestingUsing AgileMethodsStakeholder Management |

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| **Senior QAT Analyst (Integration Testing) x 1 Core responsibilities** | **Core skills required** |
| Implementing the QAT test strategy for the project, enabling the use of analytical techniques including risk based testing and formal test analysis and design Enabling integration testing for the project, involving integration with other services, organisations and legacy systemsEnabling the effective delivery of QA and test analysis within an agile environment including developing user stories and acceptance criteriaApplying QA and testing practices to support the digital by default service standard, working as part of a multi-disciplinary team focused on user needs | Analytical SkillsImplementing a QAT StrategyIntegration TestingTest AutomationTest Tools & EnvironmentsUsing AgileMethods  |

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| **QAT Analysts (Integration Testing) x 2 Core responsibilities** | **Core skills required** |
| Assisting in the delivery of QA and testing solutions for the project, using analytical techniques including risk based testing and some types of formal test analysis and designAssisting with integration testing for the project, involving integration with other services, organisations or legacy systemsAssisting with QA and testing practices to support the digital by default service standard, working as part of a multi-disciplinary team focused on user needs and user centred design  | Analytical SkillsImplementing a QAT StrategyIntegration TestingTest AutomationTest Tools & EnvironmentsUsing AgileMethods  |

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| **Lead Performance Tester x 1 Core responsibilities** | **Core skills required** |
| **Lead Performance Tester** – scoping and delivery of performance testing for the project, using and developing existing performance test frameworks across the organisation, where appropriateEnabling the use of a broad range of tools, including open source and cloud based (such as JUnit or NUnit), Selenium, FitNesse, SOAP & REST web services and Apache CXF Delivering performance testing within an agile environment including influencing how the team develop user stories and acceptance criteria related to the overall performance testing approach | Performance TestingJUNIT & SeleniumAnalytical SkillsTest Tools & EnvironmentsTest AutomationIntegration TestingUsing Agile Methods |

## Resources to be provided to the timescales outlined below.

| **Roles** |  **Date** | **Number of days** |
| --- | --- | --- |
| Lead QAT Delivery Owner x 1  | 01/11/2016 | 110  |
| Senior QAT Analyst x 1 | 01/11/2016 | 110 |
| QAT Analysts x 2 | 01/11/2016 | 110 |
| Lead Performance Tester x 1 | 20/01/2017 | 50  |

# LOGISTICS

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| Location(s) where work will be carried out | London (within M25) and Sheffield |
| Working arrangements | All resources will be required to work onsite with the development and project delivery teams with occasional requirement to travel to supplier sites as well as other departmental locations.  |
| Security Clearance Requirements | SC  |
| Travel and expenses | No expenses will be payable for travel to base locations in either London or Sheffield. Expenses for travel to other sites that exceed the normal cost of travelling to base location will be reimbursed.  |
| Start Date | 1 November 2016 |
| Expected completion date | Subject to delivery plans, go live is currently scheduled for 21 March 2017 and all wrap up activities are to be concluded by 31 March 2017. |

# EVALUATION CRITERIA

## The purpose of this example work package is to help inform the assessment of the full ITT response. Evidence from your response to this work package will be considered alongside the responses provided against the IIT (using the evaluation criteria sections as below). The quality and relevance of any clarification questions contained within the work package response will also be considered as evidence:

* 2 - Resources & Capability (People, Technology, Knowledge)
* 3 – Service Development
* 4 – Responsiveness
* 5 – Value

# ANNEX ROLE DESCRIPTIONS AND BANDINGS

## The attached covers the roles that are expected to be required across all Lots to be let on the Agreement.



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