

Call-Off Tasking Form Part A to EW&C

CALL-OFF TASKING FORM – DSTL/EWC/CSM/01 Lot 2

FINAL

To: BAE Systems Applied Intelligence Limited Surrey Research Park Guildford Surrey GU2 7YP 	From: NELSON - Navy IW Semaphore Tower HMNB Portsmouth, PO1 3LT
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Issue No: 01	Issue Date: 11/02/2021
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REQUIREMENT	
Date Quotation Required:	Self-delivered: 04/03/2021 (20 working days) Competed: 18/03/2021 (30 working days)
Project Manager:	Technical Lead
Call-Off Task Title: Same as Dstl iCAS requisition name	Call-Off <input type="checkbox"/> Task <input checked="" type="checkbox"/> / Change <input type="checkbox"/>
Required Start Date: 01/04/2021	Required End Date: 31/08/2021
Requisition No:	
Description:	Please see attached Statement of Requirement (SoR) reference: 20210121 EWC_SOR_NDS_Enables_Services v2 for full details of this requirement
Primary Core Capability Lot:	Engineering design, manufacture & assessment <input type="checkbox"/> Cyber, software & modelling <input checked="" type="checkbox"/> Sensor, sensor system and signature measurement <input type="checkbox"/> Trials and capability operation <input type="checkbox"/>
If the requirement falls within any other Lot please detail:	_____
Taxonomy sub-lot:	1.01 Engineering design, manufacture & integration <input type="checkbox"/>

- 1.02 Technology development
- 1.03 Systems engineering & integration
- 1.04 Characterisation, fault finding and repair of systems
- 2.01 Modelling (including real time models)
- 2.02 Software
- 2.03 Cyber Environment and EW Scene Representation
- 2.04 Algorithm Development and Digital Signal Processing (DSP)
- 2.05 Cyber System security
- 3.01 Sensor and sensor array performance characterisation including associated mechanical and electrical systems.
- 3.02 Signature measurements of equipment including but not limited to the following types of signature: Radio Frequency, Electro Optic, Underwater
- 4.01 Conduct of laboratory and associated equipment capability operation and maintenance tasks for EW&C facilities/laboratories/equipment. Including facilities on 3rd party sites
- 4.02 Conduct EW&C trials and trials related sub tasks & analysis and reporting of trial results
- 4.03 Operation of complex electro mechanical systems in a laboratory test environment

CALL-OFF TASK DESCRIPTION AND SPECIFICATION

Call-Off Task to be completed under Pricing which is at the Authority's discretion:

Firm Price Ascertained Cost

Target Cost Incentivised Fee Other please specify

Firm Pricing shall be in accordance with: DEFCON 127 DEFCON 643 DEFCON 649

Ascertained Costs DEFCON 653

Call-Off Task to be completed under DEFCON 703 or DEFCON 705

DEFCON 14 DEFCON 15 DEFCON 16 DEFCON 90 DEFCON 91

DEFCON 126

DEFCON 315 (To be used in conjunction with DEFCON 15 & 16)

DEFCON 602A (Deliverable Quality Plan) or DEFCON 602B (Quality Assurance)

DEFCON 658

Call-Off Task Directed Non-Directed

If Directed specify Supplier name:

DELIVERABLES – Are detailed within SOR section 1.6	
Deliverable: Acceptance / Rejection Criteria DEFCON 524 Rejection <input checked="" type="checkbox"/> period (30 days)	DEFCON 525 Acceptance <input checked="" type="checkbox"/> period (30 days)
ISSUE OF EQUIPMENT/MATERIAL/INFORMATION – As detailed within SOR.	
QUALITY STANDARDS – As detailed with SOR section 1.14	
SECURITY CLASSIFICATION OF THE WORK <i>(A Security Aspects Letter (SAL) will be required for each Call-Off Task where there are additional security aspects not stated in the overarching SAL)</i> UK OFFICIAL <input checked="" type="checkbox"/> UK OFFICIAL SENSITIVE <input checked="" type="checkbox"/> SECRET <input checked="" type="checkbox"/> TOP-SECRET <input type="checkbox"/>	
LIQUIDATED DAMAGES <i>(Define a genuine pre-estimate of the Authority’s loss, as a result of late delivery of the Articles by the date(s) specified in the delivery schedule at Part B and C below).</i> If required to be completed in consultation with Dstl Commercial Services, if not required please insert ‘Not Applicable’ Not Applicable	
‘STEP IN’ RIGHTS <i>(Define the applicable triggers to seek alternative sourcing arrangements, if the impact of delivering Contractor Deliverables to the specified time, quality and cost has a significant impact on the delivery of the overall programme).</i> If required to be completed in consultation with Dstl Commercial Services, if not required please insert ‘Not Applicable’ Not Applicable	
Commercial Contact: Lauren Terry, Navy Commercial - Sourcing Contact: lauren.terry103@mod.gov.uk	

Any Call-Off Task placed as a result of your quotation will be subject to the Terms and Conditions of Contract Number DSTL/EWC/CSM/01

Call-Off Tasking Form Part B to EW&C

CALL-OFF TASKING FORM [Return from Contractor]

<p>To: NELSON – Navy IW Semaphore Tower HMNB Portsmouth PO1 3LT</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>From: BAE Systems Applied Intelligence Waterside House 170 Priestley Road Guildford GU2 7RQ</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
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1. Proposal Reference (attached)

Delivery of the requirement:

Self-delivered **Supply-chain delivered**

Supplier	Proposal Reference	Version	Date
BAE Systems Applied Intelligence	20210122/NDS	1.0	March 2021

1. Background

This Proposal is submitted in response to the Statement of Requirements (the “SOR”) and the individual activities stated within the Call-Off Tasking Form Part A (reference TBC).

This task is being delivered by BAE Systems Applied Intelligence.

2. Deliverables

The Contractor shall deliver the deliverables as set out in section 3.8 of the Technical Proposal.

3. Resources

In accordance with the Technical Proposal, we acknowledge this work to be classed as up to SECRET and all staff will have the required security clearances, that is, they will be cleared to SC for SECRET work. In addition the facilities where work shall be conducted are list X.

4. Implementation Plan

REQ TBC will start on (T0) and complete on T0+ 6 months (until 30/09/21).

5. Dependencies

Dependencies are listed out in Section 3.12 of the Technical Proposal.

6. Acceptance

The process and criteria for Acceptance for each deliverable is as detailed in Section 3.8 under the specific Deliverables in the Technical Proposal.

All reports submitted shall be in accordance with ATHENA guidelines, in accordance with the Technical Proposal.

7. Risks

The risks are detailed in Section 3.12 of the Technical Proposal.

8. Special Terms

This Call-Off Tasking Form Part B (the "Proposal") is submitted under the terms of the Framework Agreement for Electronic Warfare & Cyber referenced DSTL/EWC/CSM/01 dated 26th November 2015 (the "Contract"). It is based on the special terms set out in this Proposal, which, notwithstanding clause 3.1 of Section 2 (Special Conditions) of the Contract, shall take precedence over the terms and conditions contained within the said Contract.

Acceptance

For the purposes of DEFCON 524 and DEFCON 525, the express period for the right to reject any deliverable and where Acceptance is deemed to have occurred shall be 30 calendar days from delivery.

Purpose

For the purposes of Clause 5.2.2 of Section 2 (Special Conditions) of the Contract, the purpose for this Call-Off Task is as set out in the SoR. The Parties agree that any additional purpose which the Authority either expressly or impliedly makes known to the Contractor before or after the date of this Call-Off Task must be either added as an update to this Call-Off Task prior to signature, or amended through the appropriate change control procedure under the Contract. Where such an update or amendment is not made, the purpose identified within this Call-Off Task shall take precedence and the Authority cannot rely on any purpose not formalised in accordance herewith.

Remedy Period

For this Call-Off Task, the Parties agree that for the purposes of Clause 13.2 of Section 2 (Special Conditions) of the Contract, the Contractor shall have a period of 30 days to remedy a breach (if such a breach is remediable) prior to the Authority terminating the Call-Off Task.

Intellectual Property

Any background intellectual property used as part of this Call-Off Task shall be identified in a separate document and shall be subject to clause 5 of DEFCON703 and shall remain vested in the Contractor or its Sub-Contractors or other suppliers (as appropriate).

Export

The Contractor is not aware of any export requirements for this Call-Off Task. Obligations related to export as set out in the Contract shall therefore not apply to this Call-Off Task, and the Authority shall be responsible for all export control requirements arising under this Call-Off Task.

Advice

Whilst AI will exercise all reasonable skill, care and diligence in the performance of this service, it remains the responsibility of Dstl to employ its experience and judgement in interpreting the technical information and results generated from the Task. Thus, save as set out in this Tasking Order Form, no liability can be accepted with respect to the accuracy of the technical information

and results and their eventual use. Please note AI's advice is limited to technical solutions. AI is not able to give advice, judgement or views as to the legal impact or consequence of any technical solution.

Warranty of Information

The contractor does not provide any warranty correctness or accuracy of information provided to or from its Sub-Contractors.

Protection of Personal Data

The Contractor will not be processing any Personal Data under this Call-Off Task.

Limit of Liability

Subject to Clauses:

1.2, the Contractor's liability to the Authority, whether arising from tort (including negligence), breach of contract or otherwise under or in connection with this Contract, in respect of:

- a. Clause 3 of DEFCON 76 shall not exceed £50 million per event; and
- b. Loss of or damage to any articles, software or issued property that is outside the scope of DEFCON 76 shall not exceed 150% of the Task Value; and
- c. Loss of Authority Data shall not exceed 150% of the Task Value; and
- d. Breach of Contract, negligence and third party claims, excluding any third party claims under Defcon 632, shall not exceed 150% of the Task Value.

1.2 Nothing in this Contract shall operate to limit or exclude the Contractor's liability:

- a. under DEFCONs 531 and 632; or
- b. for death or personal injury caused by the Contractor's negligence or the negligence of any of its personnel, agents, consultants or sub-contractors; or
- c. for fraud, or fraudulent misrepresentation; or
- d. for breach of the terms implied by Section 2 of the Supply of Goods and Services Act 1982; or
- e. for any other liability which cannot be limited or excluded by law.

COVID 19

The spread and longevity of the COVID-19 virus continues to evolve and although BAE Systems is taking reasonable action to reduce the impact on programme and service delivery, quantifying that impact on the future delivery of this programme is not currently possible. Our proposal therefore assumes that our normal operations will be utilised in the provision of the services and we will work through with you any changes required to that approach depending on the specific circumstances encountered.

It is assumed that any changes to the solution, delivery plan or price required as a result of or in connection with the impact of the COVID-19 virus will be subject to the Change Control Process.

TOP LEVEL BREAKDOWN OF PROPOSAL PRICES *(to be completed by the Contractor)*

The ascertained cost to the Authority is **£3,955,852.08** and will be invoiced in accordance with the Contract at the times specified in the Milestones Deliverables and Payments schedules below.

The Total Price is inclusive of expenses, materials, 5% discount and the Self-Delivery Management Charge where applicable. The price is broken down as per the attached spreadsheets.

All prices detailed in this Proposal are in £ sterling and exclusive of Value Added Tax, which shall be charged at the prevailing rate.

This Proposal is valid until 14th April 2021.

WP	WP title	Price	Section Reference
████	████████████████████	████████████████	████
████	████████████████████	████████████████	████
████	████████████████████	████████████████	████
████	████████████████████	████████████████	████
████	████████████████████	████████████████	████
████	████████████████████	████████████████	████
████	████████████████████	████████████████	████
Total		£ 3,955,852.08	

TOTAL PRICE	Excluding Self Delivery Management Charge	3,731,935.92
	Including Self Delivery Management Charge	3,955,852.08

Total Proposal Price £3,955,852.08 (ex VAT)

Start Date: 01 April 2021 **End Date:** 31 March 2023

Signed on behalf of the Contractor:

Name: ██████████ **Date:** 08/03/2021

GENERATED IP

Provide details of IP generated by Sub-Contractors and ensure that a DEFFORM 177 has been completed and returned to the Authority.

SUB-CONTRACTOR	DETAIL OF IP GENERATED
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Call-Off Tasking Form Part C to EW&C

1. Offer of Contract: *(to be completed by Dstl Call-Off Task owner and forward to Dstl Commercial Services for approval)*

MOD Commercial Officer: [REDACTED] **Tel:** [REDACTED]

Requisition Number: [REDACTED]

Contractor's Proposal Reference, Issue No. and Date:

20210122/NDS 01 March 2021

Commercial Approval:

[REDACTED]

Date: 29/03/2021

Purchase Order Number: TBC

Please Note: Call-Off Task Authorisation to be issued by Dstl Commercial Services Department once the Purchase Order has been inserted. Any work carried out prior to issue is at the Contractor's own risk

2. Unqualified Acceptance of Offer: *(to be completed by the Contractor and return to Dstl Commercial Services)*

Contractor's Name: [REDACTED] **Tel:** [REDACTED]

Position in Company: [REDACTED] **Signature:** [REDACTED]

Date: 31/03/2021

Please Note: Call-Off Task Authorisation to be issued by Dstl Commercial Services Department once the Purchase Order has been inserted and confirmation to proceed has been sent to the Contractor. Any work carried out prior to issue is at the Contractor's own risk

3. Record of Authorised changes

Change Issue Number	Date of Issue	Reason for change

Call-Off Tasking Form Part D to EW&C

2. COMPLETION OF CALL-OFF TASK *(to be completed by Contractor and returned to the nominated Dstl Call-Off Task owner as detailed in Section 1- **failure to return completed Part D could result in the final payment being delayed**)*

Confirmation Deliverables have been delivered in accordance with Part A and Part B: Y N Contractors comments:

Call-Off Task Start Date:

Call-Off Task Completion Date:

Final Invoice Submitted on:

Final Invoice Value

Supporting Contractor
Comments regarding
the Call-Off Task
delivery:

Call-Off Task completed to Dstl's satisfaction *(to be completed by Dstl Call-Off Task owner)*

Signed:

Date:

Supporting Dstl
Comments regarding
the Call-Off Task
delivery:

The Dstl nominated Call-Off Task owner shall forward a copy of each COMPLETED Call-Off Tasking form to: Dstl Commercial Services

The Navy Digital division leads Digital Transformation delivery within the Royal Navy. In response to its continued acceleration and increasing demand across a range of Royal Navy domains, the Navy Digital Services organisation within Navy Digital now requires additional services and expertise to support emerging and continued Cyber, Software integration and development requirements in FY21.

To support this a scalable number of SQEP resources are required across various EW&C Lot 2 SubLots, via a Prime Partner(s) that can be responsive to incoming funding, enabling projects and streams to be spun up rapidly to provide flexible on-demand services. Projects and streams will include systems and data with a Security Classification up to and including TOP SECRET, and all resources will require the relevant security clearances.

In sum, the services required include:

- Provision of SQEP resource to form a Navy Digital Architecture and Assurance function;
- Provision of SQEP resource to form a Navy Digital Delivery Management function;
- Provision of SQEP resource to form a Navy Digital Transition Management function;
- Provision of SQEP resource to define, and establish common engineering, development and deployment standards across Navy Digital Services, as well as support the projects and services across the organisation in their development and deployment activities;
- Provision of SQEP resource to support the continued development and integration of software delivery to Production, across the Navy Data Platform, Data Science and Application Development areas. This includes continued development of;
 - Provision of SQEP resource to coordinate, manage and plan the provision of development and testing work encapsulated in the Data & Platform Services;
 - Provision of SQEP resource to cohere and enable a wide variety of geospatial applications, systems and trials to establish an interim GEOINT capability;
 - Manage, develop and test solutions for the integration of Navy Data Platform with existing systems and frameworks;
 - Provision of SQEP resource to provide data and integration services separate to NDP;
 - Provision of SQEP to further enhance and mature the Navy Data Platform core feature set and data provision capabilities;
- Provision of SQEP resource in support of Navy Digital collaboration with wider MoD programmes, such as Navy Digital Deployed and Naval Strike Network; and



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- Provision of SQEP resource to support the tender activities for an enterprise Data Integration Business Partner.

It is anticipated the delivery of these services will be as Directed Tasks via the EW&C Lot 2 Prime. The proposal should enable the customer to stand up each stream as options, in support of funding mechanisms.

The delivery of the services should adhere to Navy Digital culture and principles, along with achieving the specific goals and KPIs (if appropriate) of each work stream. The supplier should work in partnership in a seamless collaborative environment with the military, Dstl and civil servant team members.

1.2.2 Background

The Navy Digital division leads Digital Transformation delivery within the Royal Navy and was formed to rapidly accelerate its ability to exploit advanced data analytics and AI. A core pillar within Navy Digital is Navy Digital Services (NDS) whose core vision is to build a common maritime big-data platform to be hosted both afloat and ashore, along with user centric applications; in order to deliver a broad array of digital services to the Naval and Maritime ecosystems including, but not limited to, the exploitation of data science and human/machine integration capabilities.

Since its inception, the organisation has extended its size and scope, especially after recent achievements of reaching initial operating capability (IOC) and BETA status for both the Navy Data Platform and an initial set of applications.

As such, the resourcing requirements for Navy Digital Services continue to evolve to support increasing user demands and to progress towards full operating capability (FOC), as well as rollout to the Fleet and the Navy Digital Data Centre. In particular, Suitably Qualified and Experienced Personnel (SQEP) are required to support Data & Platform Services needs within NDS for a range of engineering, development, architecture, and delivery management tasks, beyond the life of the current contract. These requirements are described in more detail in the following section.



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1.3 Requirement(s)

Mandatory Requirements

- **EW&C Lot 2.05 - Cyber Services Requirements**

Requirement 1 – SQEP provision for NDS Architecture and Assurance Function

The Navy Digital Services programme's growth has demonstrated a requirement for a coherent Architecture and Assurance function. This function will be responsible for creation of work-stream architecture, as well as the architecture assurance process across the programme; ensuring consistency in the quality of architecture artefacts.

The responsibilities of this team will include, but are not limited to:

- Creation of High-level designs;
- Support design discussions with work stream stakeholders ;
- Creation of architecture and design standards, and supporting work streams to adopt and embed these standards;
- Provision of consultation to Navy Digital Heads of Practice in order to inform the programme vision and strategy.

The Architecture & Assurance function will report into the NCHQ Chief Architect, the NDS Head of Product and the Delivery Management function.

Requirement 2 – SQEP provision for NDS Delivery Management Function

The Navy Digital Services programme's growth has demonstrated a requirement for a Delivery Management function to provide alignment of work streams and a mechanism to progress the programme strategically. This function will be responsible for managing the end-to-end programme delivery plan, informed by work-stream reporting, and will be reporting directly into the Head of Data & Platform Services.

The responsibilities of this team will include, but are not limited to:

- Creation & management of a programme plan;
- Management and reporting of delivery artefacts, such as RAIDX, resource management plan, OBS, WBS;
- Delivery assurance;



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- Oversight and management of the work-streams on behalf of the Head of Data & Platform services, including management and reporting of Key Performance Indicators (KPI's) if appropriate.

Requirement 3 – SQEP provision for NDS Transition Management Function

The Navy Digital Services programme roadmap aspires to develop work streams that will be offered as services to the wider Royal Navy organisation. This model results in a requirement for Transition Management & Support function in order to create a seamless transition from work stream and project development activities into live service offerings.

The responsibilities of this team will include, but are not limited to:

- Oversight and support of work streams' transition to service offerings;
- The creation and management of a transition plan;
- Provision of consultation to the Head of Delivery in order to inform the organisational transformation to a service offering model.

The NDS Transition Management Function will report into the Head of Delivery Services and to the NDS Delivery Management Function.

Requirement 4 – SQEP provision for Project Kraken

The Navy Digital programme is providing SQEP in order to lead an initiative for a Navy wide data integration partner in order to provide an enterprise data analytics and visualisation capability.

The responsibilities of this team will include, but are not limited to:

- Supporting activities to define a funding business case on behalf of the Royal Navy;
- Define requirements to initiate tender activities for a supplier and support tender activities if required;
- Stakeholder engagement across the Navy.

The Kraken work stream will report into the Delivery Management function.

Requirement 5 – SQEP provision for Navy Digital Deployed programme

Complimentary to the Navy Digital Data Platform (NDP) initiative is the Navy Digital Deployed (NDD) programme, with the aim of creating a means of hosting NDP and relevant applications across the T45, T23 and QE platforms in support of developing a digital navy. This is expected



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to be achieved through expanding the current Shared Infrastructure (SI) Sandbox environment such that it has sufficient capacity to host the NDP product and ensure connectivity to the appropriate platform systems.

As the next phase of the programme commences, Navy Digital requires SQEP resource to provide coordination, cyber security and architectural services into the NDD programme to undertake the following activities:

- Management and coordination of civil service and industrial partners to manage the high level implementation plan, including cross party dependencies, risks and issues;
- Engage with key stakeholders and manage communications to provide clear updates on progress, plans, risks and issues;
- Lead on the design and accreditation of supporting cyber security requirements, to ensure system integrity in alignment and accordance with the overall NDD architectural design;
- Provide architectural and engineering support for requirements placed on Navy Digital from the NDD programme.

The NDD work stream will report into the Delivery Management function

EW&C Lot 2.02 (Software) – Software Development Requirements

Requirement 6 – SQEP provision for a Common Development Services Function

Complimentary to the Architecture and Assurance Function, is the Common Development Services Function, with the aim of providing guardrails and standards for development and service teams within the Navy Digital programme.

The responsibilities of this team will include, but are not limited to:

- Defining and supporting adoption of common development and test standards across the Navy Digital Services programme;
- Continued development, support and maintenance of the CI/CD pipeline and release process;
- Continued development, support and maintenance of the Navy Digital development environment for the NDS organisation.

The CDS Function will report into the Delivery Management function



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Requirement 7 – SQEP provision for Data & Platform Services Management

The Navy Digital Services programme requires appropriate services to enable the management, development and testing of various software solutions in support of wider Royal Navy initiatives; including Geospatial information and Intelligence, Combat Systems, Autonomy and the Navy Digital Platform.

The core tasks include, but are not limited to:

- Provision of SQEP resource to coordinate, manage and plan the provision of development and testing work encapsulated in the Data & Platform Services work streams, report on progress, risks and blockers. It is expected that each work stream will deliver a pre-agreed set of outputs on an iterative basis, managed within a pre-agreed budget;
- Provision of SQEP resource to cohere and enable a wide variety of geospatial applications, systems and trials to establish an interim GEOINT capability from source to frontline, enabling both information and tactical advantage. The delivery of this geospatial service should exploit the existing services and networks delivered from the Maritime Domain Awareness (MDA) programme and UKHO amongst others, for the immediate benefit to existing services across Navy Digital, MDA and the wider Royal Navy;
- Manage, develop and test solutions for the integration of Navy Data Platform with existing systems and frameworks such as MAPLE and Combat Systems, ensuring close collaboration with wider MoD programmes such as Naval Strike Network (NSN) and Maritime Combat Systems (MCS);
- Provision of SQEP resource to provide data and integration services that may be not intended for NDP to support wider Autonomy and Combat Systems related initiatives within the Royal Navy;
- Provision of SQEP to further enhance and mature the Navy Data Platform core feature set and data provision capabilities, in line with prioritised use cases from existing and emerging Navy Digital projects (i.e. NDD) and Application/Product Services teams;
- Provision of SQEP to scrutinize development and enhancement opportunities for the Navy Digital Data & Platform Services function.

The D&PS work stream will report into the Delivery Management function.



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Requirement 8 - SQEP Provision for ASW Data Network Architecture (ASWDNA; Spearhead Annex C)

The Anti-Submarine Warfare Data Network Architecture (ASWDNA) project is a core component in realising the ASW Programme Spearhead vision. Resources will deliver against the requirements detailed within the ASW Spearhead mandate which are frequently matured and refined through inter-annex collaboration. This will continue to be achieved via agile and iterative discovery and development.

The core tasks include but are not limited to:

- Provision of SQEP resource to manage the project team, MOD stakeholders and industry partners, inclusive of appropriate and tailored reporting mechanisms for each stakeholder community, for the ASWDNA project;
- Provision of SQEP resource to develop ASW Data Lake services which are envisioned to utilise the NDP;
- Provision of SQEP resource to progress the deployment of a communication facility at PTP;
- Provision of SQEP resource to define and document Bearer requirements on behalf of the ASW Spearhead Programme;
- Provision of SQEP resource to create design and architecture artefacts for ASWDNA requirements that adhere to NDS and MoD standards;

The Annex C project will report into both the NDS Delivery Management function and the ASW Spearhead programme.

The requirements above should be met via costed options, to enable the customer to mobilise work streams as appropriate, and in support of funding mechanisms, with additional options built in to enable extensions beyond the estimated contract end date if required.

The proposal should also provide the flexibility for additional requirements to be added in, as required, through the life of the contract.

1.3.1 The Approach

The progress of this work will be monitored via regular reporting mechanisms including programme status reports and supplier review meetings throughout the life of the contract. The



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Delivery Management function is responsible for ensuring a suitable reporting structure and cadence is established and maintained, however it is expected that status reports will be provided at least monthly and that supplier review meetings are held at least quarterly; and should include progress, performance and financial metrics.

In addition to the above, each work stream may establish additional reporting measures, where necessary or where asked for by the Authority.

To ensure value for money the performance of the supplier and of each functions/work streams shall be monitored via a set of pre-agreed Key Performance Indicators (KPI's) for the duration of the contract. The supplier is asked to determine and agree an appropriate set of KPI's with the Authority, but should include measurements in the following areas as a minimum coverage:

- Timeliness of documented outputs
- Quality of documented outputs
- Development & Testing Outputs Cadence
- Customer satisfaction

1.3.2 Mandatory Requirements

Detailed in 1.3 Requirements.

1.3.3 Desirable Requirements

The mandatory requirements detailed in 1.3 may require additional follow up work on completion of the initial work packages, and the supplier should provide options for said activities within the life of the contract.

1.4 Government Furnished Assets (GFA)

Tick the boxes for all that apply, then go to Annex A and list any GFA to be issued

GFE



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