

ASTRID – TASKING FORM – Part A

Once complete please email the Tasking Form to:

- Official – REDACTED
- Official Sensitive – REDACTED

Note to Commercial Staff:

ASTRID has been let and is owned by Defence Science & Technology Laboratory (Dstl) and any work placed under it is subject to UK Govt DEFCONs. Full DEFCON definitions can be found here: <https://www.aof.mod.uk/aofcontent/tactical/toolkit/content/defcons/defcon.htm> (note account required to access but easy to set up)

TASKING FORM

To: CORDA	From (Organisation): Land Warfare Centre
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Framework contract number:	DSTL/AGR/01142/01
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Agreed quotation date (if known):	
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REQUIREMENT SUMMARY AND AUTHORITY CONTACTS:

Project Manager (name & telephone)	REDACTED
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Technical Lead (name & telephone)	REDACTED
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Commercial Officer (name & telephone)	REDACTED
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Task title (for Dstl: max 30 characters inc AST/ prefix)	Support to Land Warfare Centre Science and Technology Force Optimisation and Experimentation
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Anticipated start date	15 Jun 21
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Anticipated end date (core work)	31 Mar 23
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Anticipated end date (options)	N/A
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Requisition or Purchase Order ref	701547494
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ASTRID task number	040
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Task description	Please see attached Statement of Requirement
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SCHEDULE OF REQUIREMENTS:

Brief list of requirements (core and options) – add rows as appropriate (full details appear in the attached Statement of Requirement)

Item No	Core or Option	Description / Title
	Core	WP 1 – Project scoping and planning – as an integrated Project Team, conduct Project Management activities to develop an agreed
	Core	WP 2 - Force Optimisation exploiting existing experimental evidence
	Core	WP 3 – Light Forces experimentation
	Core	WP 4 – Development and maintenance of appropriate, realistic and agreed threat pictures to set the context for S&T activity.
	Core	WP 5 – Command and Control (C2) conceptual map, benefits analysis and Measure of Effectiveness
	Core	WP 6 – Human factors in C2 and Survivability

Pricing:

Firm Price	<input type="checkbox"/>
Ascertained cost* *only at Authority's discretion	<input checked="" type="checkbox"/>
Firm Pricing shall be in accordance with DEFCON 127 or DEFCON 643 and DEFCON 648 Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802.	

Cyber Risk:

Risk level:	Moderate
Assessment ref:	RAR-9JX7BBFR
DEFCON 658	<input checked="" type="checkbox"/> (applicable for all risk levels except 'N/A')

DEFCONS:

Please confirm which specific DEFCONS are required for the task (Dstl staff click [here](#) for greater DEFCON detail and NIPPY Guidance). If you are unsure, please discuss with your IP contact, or commercial

76	Edn 12/06	Contractor's Personnel at Government Establishments (The Contractor's liability under Condition 3 of DEFCON 76 (Edn 12/06) shall be limited to £50M per incident in accordance with the terms of the agreement between MOD and BAE Systems Plc reference DCS/04/02/32/01/07 dated 17/06/2014).	<input checked="" type="checkbox"/>
91	Edn 11/06	Intellectual Property Rights In Software	<input type="checkbox"/>
703	Edn 08/13	Intellectual Property Rights - Vesting In the Authority To be specified on the Tasking Form	<input checked="" type="checkbox"/>
705	Edn 11/02	Intellectual Property Rights - Research and Technology To be specified on the Tasking Form	<input type="checkbox"/>

Acceptance or rejection of deliverables

This **MUST** match the number of days stated in the SOR. The default for reports is 'up to 30 days', and the default for software is 'up to 60 days'. Please specify if requesting different and discuss with commercial

524	Edn 10/98	Rejection	30	days
525	Edn 10/98	Acceptance For the Purposes of schedule of requirements item 2 of this Contract the period for acceptance and rejection of deliverables shall be specified within the Tasking Form at Annex D.	30	days

DELIVERABLES:

Please see attached SOR for full details

GFX:

Yes

☒

No

☐

If yes, please see attached SOR for full details of equipment / information / facilities

Security Classification of the Work: (delete as appropriate*)

SECRET

**Failure to delete unnecessary higher classifications will result in delays at the firewall*

The overarching ASTRID contract contains a Security Aspects Letter (SAL) covering tasks up to Official Sensitive at quotation stage. If the Statement of requirement (SOR) is a higher classification, please complete the relevant SAL and send with this tasking form and SOR.

If this is the case, please tick the box to indicate you are attaching a separate SAL for your task

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Any task placed as a result of your quotation will be subject to the Terms and Conditions of Dstl contract number DSTL/AGR/01142/01

ASTRID – TASKING FORM – Part B

To:	From: CORDA
FAO:	PoC: REDACTED
Tel:	Tel: REDACTED

Proposal Reference AST\CMRCL\Prop\01895\1 (attached)**The proposal shall include, but not be limited to:**

- A full technical proposal that meets the individual activities that are detailed in Statement of Requirement (Part A to Draft Tasking Form)
- A Work breakdown structure/project plan with key dates and Deliverables identified including required delivery dates for Government Furnished Assets.
- A clear identification of Dependencies, Assumptions, Risks and Exclusions which underpin your Technical Proposal.

COST BREAKDOWN (to be completed by the Contractor)

You are to use rates that have been previously agreed within the Analysis for Science & Technology Research in Defence (ASTRID) at Annex E.

Please also provide a price breakdown which should include, but is not limited to: labour costs, transportation, travel and subsistence, overheads and profit. In support of your Proposal you are requested to provide clear details of all Dependencies, Assumptions, Risks and Exclusions that underpin your price

Price quotation of **£2,800,000.00** (ex VAT) is submitted for **ASTRID Task 40 – Force Optimisation Experiment** and REDACTED

Ascertained Price ☒

Firm Price ☐

Hybrid* ☐ *if hybrid, please specify which pricing mechanism applies to which work packages and/or deliverables in the “Milestones Deliverables and Payments” table

VALUE FOR MONEY EVIDENCE - KPI 1 (to be completed by the Contractor)

REDACTED

Start date:	02/08/2021	End date:	01/04/2023
Signed on behalf of the Contractor: REDACTED			
Printed name:	REDACTED	Date:	16/09/2021

Contractor's Cost Breakdown

PROVISION FROM PRIME: REDACTED	
PROVISION FROM SUBCONTRACTORS: REDACTED	
GRAND TOTAL Ex VAT	£2,800,000.00

* REDACTED

Request for Limitation of Liability

Risk should sit with the party best placed to manage that risk. If the contractor believes that should be the Authority, they should provide a justification detailing the perceived risk, the limitation of liability requested, and link it to the relevant DEFCON where applicable.

<input type="checkbox"/>	No limitation requested
<input type="checkbox"/>	Limitations requested – to be absorbed by Prime
<input checked="" type="checkbox"/>	Limitations requested – see attached justification at Annex A

Requested Amendments to Framework Conditions

The Prime should detail below any requests for amendments to the terms and conditions of the Framework if deemed necessary for this particular task

It is assumed that there is no requirement to produce a deliverable quality plan for this task.

Liability Clause

1.1 Subject to Clauses 1.2, the Contractor's liability to the Authority under or in connection with this Contract shall be limited as follows:

- (a). under Clauses 3 and 4 of DEFCON 76 shall not exceed £5m per incident; and
- (b). under Clause 2 of DEFCON 514 shall not exceed 150% in aggregate of the Task Value; and
- (c). under Clause 8 of DEFCON 611 shall not exceed 150% in aggregate of the Task Value; and
- (d). under Clause 1 of DEFCON 612 shall not exceed 150% in aggregate of the Task Value; and
- (e) under DEFCON 658 shall not exceed £5m per occurrence or series of connected occurrences; and
- (f) subject to the Task Lead using reasonable endeavours to ensure that the software deliverables or modelling tools used for completion of the Task are free from any known viruses prior to its delivery, liability for loss arising from viruses shall not exceed £5M; and
- (g) liability for breaches excepting breaches under or in connection with 1.1(a)-1.1(f) above, shall not exceed £5M in aggregate of the Task Value.

1.2 The Contractor shall not be liable, whether in contract, tort (including negligence), statute or otherwise for any indirect or consequential losses.

Options and Payments

Item No	Description / Title from Part A	£ (ex VAT)*	Expiry Date
1	Optional WP 5.1	REDACTED	n/a
2	Optional WP 5.3	REDACTED	n/a
3	Optional WP 6.1	REDACTED	n/a
4	Optional WP 6.2	REDACTED	n/a
5	Optional WP 7	REDACTED	n/a

*Price(s) quoted to be held valid until end date of options ☐
(If unticked a requote will be required)

ASTRID – TASKING FORM – Part C
1. Offer of Contract: *(to be completed by Authority Commercial Services)*

Commercial Officer:	REDACTED	Tel:	REDACTED
Vendor Agreement No (if applicable):	701547494		
Purchase Order Number:	TBC		
Start date (T0) is deemed to be:	17 Sept 21	If preferred, CORDA has given permission for you to amend the table in Part B to show actual due dates. If you make any changes, please change the font to RED and draw attention to them in the 'comments & clarifications' box below.	

Commercial comments and clarifications to proposal:
Task Assumptions and Dependencies:

In relation to para's 11 and 12, the Authority are content as it stand but the situation may change in the future in which case the Authority understands that their obligations mean the cost would fall to them in line with standard T&S costs which would come out of the LoL for the contract.

Additional T&S Costs:

It has been agreed that the Authority is willing to pay the following based on evidence of actual receipted costs and under any conditions stipulated below:

- SAFE training
- Vaccinations and medications (e.g. anti-malarials)
- Medical Coverage / MEDEVAC insurance (The Authority is content that MEDEVAC Insurance only, for Kenya only, at the times of the exercise can be charged as T&S. The Authority will expect to see the policy to confirm it is for this task only and for the times at which the visits are taking place.
- 4x4 vehicle usage at training areas (As it is included in the assumptions that the Authority will provide transport, this can only be claimed where the Authority cannot provide and should be claimed at actual receipted costs. If the Supplier declines Authority transport if offered, they cannot claim any amount for charges incurred.)
- Secure ground transportation services between airport & MOD facilities (As it is included in the assumptions that the Authority will provide transport, this can only be claimed where the Authority cannot provide and should be claimed at actual receipted costs. If the Supplier declines Authority transport if offered, they cannot claim any amount for charges incurred.)

No other T&S cost, other than those agreed in the Terms and Conditions of Dstl contract number DSTL/AGR/01142/01, will be applicable.

Commercial Approval:	REDACTED
Date:	17 Sept 21

Please Note: Task Authorisation to be issued by Authority Commercial Services Department once the Vendor Agreement and Purchase Order numbers have been inserted. Any work carried out prior to issue is at the Contractor's own risk

2. Unqualified Acceptance of Offer made in Part C.1 above: *(to be completed by the Prime Contractor and returned to Authority's Commercial Services)*

Name:		Tel:	
Position in Company:			
Signature :		Date:	

ASTRID – TASKING FORM – Part D

COMPLETION OF TASK *(to be completed by the Prime Contractor and returned to the nominated Authority Task owner as detailed in Part A - failure to return could result in payment being delayed)*

For the avoidance of doubt, Section D confirms the final value of the task. The value stated in this section will be the contracted value for the task and will take precedence over any previous values referred to in sections above.

Confirmation of Deliverables as per Part A:

Yes ☐

No ☐

Actual Task start date:

Actual Task completion date:

Final invoice submitted on:

For firm price of:

£

For the final LoL price of:

£

Comments from Contractor on the task:

Task completed to Authority's satisfaction (to be completed by nominated Task owner)

Comments from Task owner on the task:

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Anticipated exploitation inc timescales:	
Follow-up date with End User if necessary:	

Key Performance Indicators (KPIs):
<p>Timeliness of deliverables:</p> <p>This KPI is a pass or fail question and each deliverable will be given a score of either 1 for meeting the required date or 0 for failure to meet the required date.</p> <p>Where any agreed contract amendments or changes to the delivery dates have been made, the revised delivery date will supersede the previous agreed date. Where a Deliverable is late as a result of the Authority's actions, and this is agreed to by the Authority, the deliverable shall be marked as on-time.</p>

Total number of deliverables within task: _____	
Of which on time:	
Of which deemed late:	
Comments / Notes:	

Quality of Deliverables: Deliverables are deemed to be accepted once the Authority has reviewed them and has confirmed that they are of an acceptable standard and is willing to pay the invoice associated with the deliverable. Deliverables can be rejected on the grounds of technical, financial and grammatical errors.		
Mark:	Measure:	Number of deliverables in this category:
Accepted	Technically and editorially acceptable. Minor changes may be needed to improve exploitability of the output or to tailor the output for the end customer.	
Minor revisions	Deliverables require minor editorial and/or technical revisions prior to acceptance. Minor changes may also be needed to improve exploitability of the output or to tailor the output for the customer.	
Major revisions	Deliverables require significant editorial and/or technical revisions and further review by the Authority.	
Rejected	Deliverables do not meet the requirement and are rejected	
Any additional comments / Notes:		
Signed:		
Date:		

OFFICIAL
REDACTED

Annex A to ASTRID Tasking Form