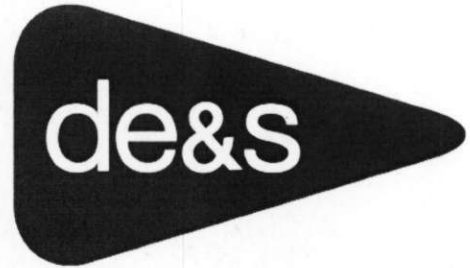




Ministry
of Defence



RPAS/00002— FLEXIBLE
TACTICAL UNCREWED AIR
SYSTEM (FTUAS)

SCHEDULE E – Task Authorisation Form

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TASK AUTHORISATION FORM	
Part A – Ad-Hoc Requirement (to be completed by the Authority)	
Date:	Reference Number:
Issue Number:	Originator:
Date for Response from Contractor:	Delivery Priority (High, Medium, Low):
Cause/Reason for Request for Ad-Hoc Task:	
Detailed Description of Requirement:	
Required Effective Date (Delivery):	Is this a one-off task? (If no, state duration):
Is a Contract Change Required?	
Approved for Submission (to be completed by the Authority – FTUAS PM/OM or FTUAS Commercial Manager):	Date:
Part B – Proposal (to be completed by the Contractor)	
Contractor Proposal Summary (including, but not limited to, proposed Acceptance Criteria, assumptions, estimated start dates, estimated completion date):	
<p>Financial Value of Ad-Hoc Task, including but not limited to:</p> <p>Total Man Hours:</p> <p>Charging Rate:</p> <p>Total Materials (provide NSN if applicable):</p> <p>T&S:</p> <p>Freight Costs:</p> <p>Spares Costs:</p> <p>Risk (providing evidence/risk register):</p> <p>Acceptance criteria for the Task Order:</p> <p>Total Price (including Profit):</p> <p>Proposal Validity Date: [Must be valid for 3 months]</p> <p>Estimated Start Date:</p> <p>Estimated Completion Date:</p> <p>Comments/Assumptions:</p>	

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Validation of Price included as an attachment (using the agreed rates as per Schedule C): Y/N?	
Name (Print and Sign) Position:	Date:
Part C – Approvals and Acceptance	
Business Case Reference:	
Authority's Project Representative: I hereby approve the Ad-Hoc Task / I hereby reject the Task* for the following reasons: *delete as appropriate	
Name (Print & Sign): Position:	Date:
Authority's Finance Representative: I hereby confirm that there is a signed and approved Business Case (as per the reference above), and the total Firm Price (including VAT) quoted in Part B is affordable and within the associated delegated authority / I hereby reject the Task* for the following reasons: *delete as appropriate	
Name (Print & Sign): Position:	Date:
Authority's Commercial Representative I hereby certify the total Firm Price quoted by the Contractor at Part B is fair and reasonable and I grant authority to proceed and it is within the delegated authority granted to me / I hereby reject this Task* for the following reasons:	

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*delete as appropriate	
Name (Print & Sign):	Date:
Position:	
<p align="center">Part E1 – Completion (to be completed by the Contractor)</p>	
<p>Contractor Completion of Ad-Hoc Task:</p> <p>This authorised Ad-Hoc Task has been completed by the Contractor on [insert date]</p> <p>Evidence provided that the Contractor has met the agreed Acceptance Criteria:</p>	
Name (Print & Sign):	Date:
Position:	
<p align="center">Part E2 – Completion (to be completed by the Authority)</p>	
<p>Authority's Project Representative:</p> <p>I hereby certify that the Contractor has satisfactorily completed the work required in Part A and that the Contractor is entitled to claim payment for the Firm Price agreed under this TAF.</p> <p>This is not an authorisation for payment. Claims for payment should be submitted in accordance with Clauses 5.8 and 16 of the Contract.</p>	
Name (Print & Sign):	Date:
Position:	