

# Specification

## Open Source Reporting Capability Aviation

**Contract Reference: TISEA0017**

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## Table of Acronyms/Terminology

Acronym/Terminology	Descriptor/Definition
Open-source Reporting	Information that is readily available to the public.
DfT	Department for Transport
JTAC	Joint Terrorist Analysis Centre

## 1. Introduction

The Department for Transport (DfT) invites proposals to supply the provision of reliable, timely, open-source information that can improve the speed and accuracy of advice from DfT to UK aircraft operators on aviation security incidents and events they face overseas. This contract will be subject to the DfT Short-Form Conditions of Contract for Services.

## 2. Background to the Requirement

Civil aircraft operators need accurate and detailed information/advice on time and will look to Her Majesty's Government to report on the threat, aided by DfT's presence on the ground in many overseas airports.

DfT alone cannot cover the thousands of destinations and overflight routes used by UK-registered aircraft, nor can it cover every international airport from which a direct flight to the UK operates.

There is a need for the Department to utilise this additional data to provide more detailed information to aircraft operators at more regular intervals.

The Department will tender a suitable supplier to acquire a capability provision of reliable, timely, open-source information.

### 3. Indicative Procurement Timetable

Description	Date
Publication of the ITT	09/12/2019
Clarification Period starts	09/12/2019
Clarification Period closes <b>Tender Clarifications Deadline</b>	01/01/2020 (12:00 Midday)
Deadline for the publication of responses to Tender Clarification questions	06/01/2020 (17:00)
Deadline for submission of Tenders <b>Tender Submission Deadline</b>	09/01/2020 (12:00 Midday)
Commencement of Evaluation Process	09/01/2020 (12:00 Midday)
Conclusion of Evaluation Process	20/01/2020
<b>Potential</b> Commencement of Standstill Period	20/01/2020
<b>Potential</b> Conclusion of Standstill Period	30/01/2020
<b>Potential</b> Contract Award	31/01/2020
<b>Potential</b> Contract Signature	21/02/2020
<b>Potential</b> Contract Commencement	28/02/2020

### 4. Scope

The project requirement is to identify a suitable supplier for the provision of open source reporting on aviation security incidents and events.

In addition, if the supplier could provide geographical maps which illustrate the potential risk or threat detailed to enhance the reporting, this would be a desirable but not essential feature.

The scope shall take into consideration requirements and needs within the context indicated below.

**Wide-ranging data-harvesting.** This should be gathered from as many open sources as possible, worldwide (including, but not limited to, specialist websites on aviation, counter-terrorism, security and safety, social media platforms).

**Corroborates this data from multiple sources.** The data harvested should be corroborated by other, reliable sources and not just taken at face value. If required, further investigation should be undertaken to ensure that the alert provided is trustworthy.

**Issues clear and timely alerts.** Alerts to DfT should be provided as quickly as possible without compromising the quality nor reliability of the information, as outlined above. By providing quick, informed alerts, DfT will be in a better position to provide advice to UK aircraft operators. This will help inform decisions surrounding the application of additional security measures.

**Data filtering.** The successful supplier should be able to filter out credible sources against spurious ones through a ranking system (or similar assessment). I.e. the more trustworthy a source is, the higher the ranking.

It is expected that the supplier will be in regular touch with the Department and provide monthly statistics or a report until the initial assessment stage is reached.

## **5. Implementation and Deliverables**

The contract is intended for three years (an initial 12 months + 12 months + 12 months). With annual reviews based on performance. If the supplier is successful, they will be offered an extension on an annual basis. This extension will only take place one month prior to end of the contract period, in writing by the DfT.

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Milestone/Deliverable	Description	Timeframe or Delivery Date
1	Inception Meeting – Agree expectations of contract, improvements that can be made over the course of the contract, presentation of statistics and progress report.	Within week one of contract award.
2	Statistics and progress report to DfT.	Within three months of contract award.
3	First review meeting to assess delivery of project.	After four months of contract award
4	Consideration of further capability, such as bespoke mapping.	Within six months of contract award
5	Final review of progress meeting.	Within two months of end of contract
6	Announcement of renewal/non-renewal of contract.	One month before contract ends
7	Contract renewed for 12 months.	

## 6. Quality Assurance Requirements

The successful provider should be able to corroborate data harvested from multiple sources so that the Department has confidence in the quality and trustworthiness of data it receives.

## 7. Management and Contract Administration

The following covers requirements relating to the management of the contract post implementation.

- A Purchase Order number for this requirement will be provided to the successful supplier.

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- Invoices must be sent to the DfT Shared Service arvato and copied, with the relevant timesheets, to the DfT Contract Manager with the specified Purchase Order number.
- The DfT Contract Manager will set in place contract review meetings at a frequency appropriate to the length, value and complexity of the contract.
- The Contract Manager will agree with the supplier at the contract implementation meeting what will be reviewed and measured at these meetings, and define the format data should be provided in.

### **Sub-contracting to Small and Medium Enterprises (SMEs)**

DfT is committed to removing barriers to SME participation in its contracts, and would like to also actively encourage its larger suppliers to make their sub-contacts accessible to smaller companies and implement SME-friendly policies in their supply-chains (see our [website](#) for further information).

To help us measure the volume of business we do with SMEs, our Form of Tender document asks about the size of your own organisation and those in your supply chain.

If you tell us you are likely to sub-contract to SMEs, and are awarded this contract, we will send you a short questionnaire asking for further information. This data will help us contribute towards Government targets on the use of SMEs. We may also publish success stories and examples of good practice on our website.

## **8. Security**

As a minimum, staff should have or be willing to apply for and obtain the Baseline Personnel Security Standard (BPSS) and must state this explicitly in their bid.

## **9. Data Protection**

The supplier will be required to comply with all applicable requirements of the Data Protection Legislation (including the General Data Protection Regulation ((EU) 2016/679) ("GDPR"), the Law Enforcement Directive (Directive (EU) 2016/680), and all applicable Law about the processing of personal data and privacy).

The supplier will not be required to process any Personal Data on behalf of the DfT.

## **10. Documentation**

The Potential Provider should provide email alerts to the Department. As a guide, this information should contain a headline of the news, followed by a more detailed commentary and analysis of the threat if necessary. Any relevant, supplementary information, such as relevant pings, will be considered.

A progress report should be submitted as outlined in section 5 comprising of statistics and commentary on alerts issued and sources used to corroborate this data. Acceptable format for this report would be in Word and PowerPoint for the narrative and data presentation respectively.

## **11. Arrangement for End of Contract**

The Potential Provider shall fully cooperate with the Authority to ensure a fair and transparent re-tendering process for this contract. This may require the Provider to demonstrate separation between teams occupied on the existing Contract and those involved in tendering for the replacement contract to prevent actual (or perceived) conflicts of interest arising.

All outstanding reports and documentation pertinent to the contract shall be handed over to the Department, upon request and securely held for a period of three years.

## **12. Evaluation Criteria**

See the Specification Template Guidance for details on how to formulate your Evaluation Criteria.