

Serapis Tasking Form

Tasking Form Part 1: *(to be completed by the Authority's Project Manager)*

To:	Lot 1 Roke Manor Research Ltd	From:	The Authority
Any Task placed as a result of your quotation will be subject to the Terms and Conditions of Framework Agreement Number: LOT 1 DSTL/AGR/SERAPIS/COL/01			
VERSION CONTROL			
Version 0.2			
REQUIREMENT			
Proposal Required by:	[31/01/2022]	Task ID Number:	[C51]
		Commercial POC:	[REDACTED]
The Authority Project Manager:	[REDACTED]	The Authority Technical Point of Contact:	[REDACTED]
Task Title:	Foundry Mathematics Database		
Required Start Date:	[14/02/2022]	Required End Date:	[31/03/2022]
Requisition No:	[1000170662]	Budget Range	Approx. £25k
TASK DESCRIPTION AND SPECIFICATION			
Serapis Framework Lot	<input checked="" type="checkbox"/> Lot 1: Collect <input type="checkbox"/> Lot 2: Space systems <input type="checkbox"/> Lot 3: Decide <input type="checkbox"/> Lot 4: Assured information infrastructure <input type="checkbox"/> Lot 5: Synthetic environment and simulation <input type="checkbox"/> Lot 6: Understand		
<p>Statement of Requirements (SOR) A task to gather contact details from industry and academia of organisations and / or individuals who would be interested to react to tasking connected to mathematical problems specifically relating to sensing issues. These details would be gathered in order to assist with building up a community of practice related to discussing sensing issues and potential mathematical solutions to the issues. The format of the resulting database can be discussed with the Lot Lead at the initial meeting. We would like to have the database ready for use by the end of March 2022.</p> <p>An option will be to own (with respect to GDPR provisions) and maintain the database on behalf of Dstl up to 31 March 2027.</p>			
Procurement Strategy			

D1	Update report	28/02/2022	Report	N/A	[REDACTED] [REDACTED]	To be discussed with Lot Lead	703 (to be discussed with Lot Lead)
D2	Maths Database	31/03/2022	Report/Database	N/A			703 (to be discussed with Lot Lead)

DELIVERABLE: ACCEPTANCE / REJECTION CRITERIA

Unless otherwise stated below, Standard Deliverable Acceptance / Rejection applies. This is 30 business days, in accordance with DEFCON 524 Rejection, and DEFCON 525 Acceptance.

Standard Deliverable Acceptance / Rejection:-

Yes (DEFCON 524 Rejection, and DEFCON 525 Acceptance)

No (if no, please state details of applicable criteria below)

Deliverable Acceptance / Rejection Criteria:-

If there are any other specific acceptance/rejection criteria you would like to apply to any of the deliverables, please state them here.

Government Furnished Assets (GFA)

ISSUE OF EQUIPMENT/RESOURCES/INFORMATION/FACILITIES (if not applicable, delete table and insert "None" in this text box)

<u>Unique Identifier/ Serial No</u>	<u>Description</u>	<u>Classification</u>	<u>Type</u>	<u>Available Date</u>	<u>Issued by</u>	<u>Return or Disposal Date</u>	<u>Any restrictions?</u>
Nil							

QUALITY STANDARDS

ISO9001 (Quality Management Systems)

ISO14001 (Environment Management Systems)

ISO12207 (Systems and software engineering — software life cycle)

TickITPlus (Integrated approach to software and IT development)

Other: (Please specify in free text below)

SECURITY CLASSIFICATION OF THE WORK

[REDACTED]

TASK CYBER RISK ASSESSMENT. *(In accordance with [DEF STAN 05-138](#) and the [Risk Assessment Workflow](#))*

[REDACTED]

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

Please ensure all completed forms are copied to DSTLSERAPIS@dstl.gov.uk when sending to the Lot Lead.

Tasking Form Part 2: *(To be completed by the Lot Lead)*

To: The Authority		From: The Lot Lead	
Proposal Reference	FOUNDRY Mathematics Technical Proposal 72-22-P- 037-U Feb 2022 Issue 02-000 (attached)		
[REDACTED] Delivery of the requirement:			
The proposal <u>shall</u> include, but not be limited to:			
<ul style="list-style-type: none"> • A full technical proposal that meets the individual activities that are detailed in Statement of Requirements (Part 1 to Tasking Form). • Breakdown of individual Deliverables, with corresponding Intellectual Property rights applied. • Breakdown of Interim Milestone Payments, with corresponding due dates. • A work breakdown structure/project plan with key dates and deliverables identified. • A list of required Government Furnished Assets from the Authority, including required delivery dates. • A clear identification of Dependencies, Assumptions, Risks and Exclusions which underpin your Technical Proposal. • Sub-Contractors Personnel Particulars Research Worker Form and security clearances (if applicable) 			
PRICE BREAKDOWN			
<i>You are to use the costs detailed in Item 2 Table 1 in the Schedule of Requirement and at Annex E Table 2 of the Serapis Framework Agreement. Please also provide a price breakdown which should include, but is not limited to: Lot Lead Rates, Sub-contractors costs and rates, travel and subsistence. In support of your Proposal you are requested to provide clear details of all Dependencies, Assumptions, Risks and Exclusions that underpin your price.</i>			
Offer of Contract: <i>(to be completed and signed by the Contractor's Commercial or Contract Manager)</i>			
Total Proposal Price in £	£25,135.16	(ex VAT)	
Start Date:	14/02/2022	End Date:	31/03/2022
Lot Leads Representative	Name	[REDACTED]	
	Tel	[REDACTED]	
	Email	[REDACTED]	
	Date	16 th February 2022	
Position in Company	Commercial Manager		
Signature	[REDACTED]		

Core Work – Breakdown

[REDACTED]

[REDACTED]

Work Delivered by Sub-Contractor(s)

We recognise that suppliers may fit into multiple categories, please choose the drop down that categorises the supplier by the definition that is lowest on the list (i.e. a Defence Supplier Academic would be treated as an Academic).

Please insert/delete rows as necessary

Name of Sub-Contractor	Supplier Type	Activity Description	Rate (£)	Total Hours	Total Cost (£)
	Choose an item.				
	Choose an item.				
	Choose an item.				
	Choose an item.				
	Choose an item.				
	Choose an item.				
Total					

Travel, Subsistence, Materials & Equipment

Please insert/delete rows as necessary

Supplier Name	Spend Type	Description / Rationale	Unit Cost (£)	Qty	Total Cost (£)
	Choose an item.				
	Choose an item.				
	Choose an item.				
Total					

Core Work – Milestone breakdown costs

Proposed Milestones Payments

Your TMS bid costs shall be included in milestone 1.

The final Milestone must reflect the actual cost of the deliverable, and be greater than 20% of the Task value, unless otherwise agreed with your Commercial POC

Please duplicate the template per milestone table format below as necessary, and rename milestone number accordingly.

[REDACTED]

			Sub-contractor cost (£)	Total milestone cost (£)	Milestone due date	DEFCON
				25,135.16	31.03.2022	703

*PMO delivery includes TMS costs

Options – Summary

Options Breakdown

Full breakdowns will be requested upon invoking through the Serapis Contract Amendment Form. (If you do not currently know the full options breakdown, please include what you do know and rough order of magnitude costs.)

Only complete if applicable – otherwise delete table.

Ref No.	Description	TMS cost (£)	Self-Delivery cost (£)	Sub-contractor cost (£)	T&S, Material & Equip Cost (£)	Pricing	Start date	End date
1						Choose an item.		
2						Choose an item.		
3						Choose an item.		
4						Choose an item.		
5						Choose an item.		

Please Note: Task Option authorisation is to be issued by the Authority's Commercial Officer through a completed Contract Amendment Form and approved purchase order. No work is to be carried out prior to both of these being issued.

Tasking Form Part 3:

To be completed by the Authority's Commercial Officer and copied to the Authority's Project Manager.

1. Acceptance of Contract:		
Authority's Commercial Officer	Name	[REDACTED]
	Tel	[REDACTED]
	Email	[REDACTED]
	Date	23/02/2022
Requisition Number	1000170662	
Contractor's Proposal Number	FOUNDRY Mathematics Technical Proposal 72-22-P-037-U Feb 2022 Issue 02-000	

Purchase Order Number	DSTL0000001054
Signature	[REDACTED]
<i>Please Note: Task authorisation to be issued by the Authority's Commercial Officer or Contract Manager. Any work carried out prior to authorisation is at the Contractor's own risk.</i>	