

Contract CHC/616

The Procurement of Extended Range Fuel Tank (ERT) Roller Frames

Standardised Contracting Terms

1. Definitions - In the Contract:

The Authority means the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland, (referred to in this document as "the Authority"), acting as part of the Crown;

Business Day means 09:00 to 17:00 Monday to Friday, excluding public and statutory holidays;

Contract means the agreement concluded between the Authority and the Contractor, including all terms and conditions, associated purchase order, specifications, plans, drawings, schedules and other documentation, expressly made part of the agreement in accordance with Clause 2.c;

Contractor means the person, firm or company specified as such in the purchase order;

Contractor Commercially Sensitive Information means the information listed as such in the purchase order, which is information notified by the Contractor to the Authority, which is acknowledged by the Authority as being commercially sensitive;

Contractor Deliverables means the goods and / or services including packaging (and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract in accordance with the schedule to the purchase order;

Effective Date of Contract means the date stated on the purchase order or, if there is no such date stated, the date upon which both Parties have signed the purchase order;

Firm Price means a price excluding Value Added Tax (VAT) which is not subject to variation;

Hazardous Contractor Deliverable means a Contractor Deliverable or a component of a Contractor Deliverable that is itself a hazardous material or substance or that may in the course of its use, maintenance, disposal, or in the event of an accident, release one or more hazardous materials or substances and each material or substance that may be so released;

Legislation means in relation to the United Kingdom any Act of Parliament, any subordinate legislation within the meaning of section 21 of the Interpretation Act 1978, any exercise of Royal Prerogative or any enforceable community right within the meaning of Section 2 of the European Communities Act 1972.

Notices means all notices, orders, or other forms of communication required to be given in writing under or in connection with the Contract;

Parties means the Contractor and the Authority, and Party shall be construed accordingly;

Transparency Information means the content of this Contract in its entirety, including from time to time agreed changes to the Contract, and details of any payments made by the Authority to the Contractor under the Contract.

2. General

a. The Contractor shall comply with all applicable Legislation, whether specifically referenced in this Contract or not.

b. Any variation to the Contract shall have no effect unless expressly agreed in writing and signed by both Parties.

c. If there is any inconsistency between these terms and conditions and the purchase order or the documents expressly referred to therein, the conflict shall be resolved according to the following descending order of priority:

- (1) the terms and conditions;
- (2) the purchase order; and

- (3) the documents expressly referred to in the purchase order.
- d. Neither Party shall be entitled to assign the Contract (or any part thereof) without the prior written consent of the other Party.
 - e. Failure or delay by either Party in enforcing or partially enforcing any provision of the Contract shall not be construed as a waiver of its rights under the Contract.
 - f. The Parties to the Contract do not intend that any term of the Contract shall be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person that is not a Party to it.
 - g. The Contract and any non-contractual obligations arising out of or in connection with it shall be governed by and construed in accordance with English Law, and subject to Clause 15 and without prejudice to the dispute resolution procedure set out therein, the Parties submit to the exclusive jurisdiction of the English courts. Other jurisdictions may apply solely for the purpose of giving effect to this Clause 2.g and for enforcement of any judgement, order or award given under English jurisdiction.

3. Application of Conditions

- a. The purchase order, these terms and conditions and the specification govern the Contract to the entire exclusion of all other terms and conditions. No other terms or conditions are implied.
- b. The Contract constitutes the entire agreement and understanding and supersedes any previous agreement between the Parties relating to the subject matter of the Contract.

4. Disclosure of Information

Disclosure of information under the Contract shall be managed in accordance with DEFCON 531 (SC1).

5. Transparency

- a. Subject to Clause 5.b, but notwithstanding Clause 4, the Contractor understands that the Authority may publish the Transparency Information to the general public. The Contractor shall assist and cooperate with the Authority to enable the Authority to publish the Transparency Information.
- b. Before publishing the Transparency Information to the general public in accordance with Clause 5.a, the Authority shall redact any information that would be exempt from disclosure if it was the subject of a request for information under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004, including the Contractor Commercially Sensitive Information.
- c. The Authority may consult with the Contractor before redacting any information from the Transparency Information in accordance with Clause 5.b. The Contractor acknowledges and accepts that its representations on redactions during consultation may not be determinative and that the decision whether to redact information is a matter in which the Authority shall exercise its own discretion, subject always to the provisions of the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.
- d. For the avoidance of doubt, nothing in this Clause 5 shall affect the Contractor's rights at law.

6. Notices

- a. A Notice served under the Contract shall be:
 - (1) in writing in the English Language;
 - (2) authenticated by signature or such other method as may be agreed between the Parties;
 - (3) sent for the attention of the other Party's representative, and to the address set out in the purchase order;
 - (4) marked with the number of the Contract; and
 - (5) delivered by hand, prepaid post (or airmail), facsimile transmission or, if agreed in the purchase order, by electronic mail.
- b. Notices shall be deemed to have been received:
 - (1) if delivered by hand, on the day of delivery if it is a Business Day in the place of receipt, and otherwise on the first Business Day in the place of receipt following the day of delivery;
 - (2) if sent by prepaid post, on the fourth Business Day (or the tenth Business Day in the case of airmail) after the day of posting;
 - (3) if sent by facsimile or electronic means:
 - (a) if transmitted between 09:00 and 17:00 hours on a Business Day (recipient's time) on completion of receipt by the sender of verification of the transmission from the receiving instrument; or
 - (b) if transmitted at any other time, at 09:00 on the first Business Day (recipient's time) following the completion of receipt by the sender of verification of transmission from the receiving instrument.

7. Intellectual Property

- a. The Contractor shall as its sole liability keep the Authority fully indemnified against an infringement or alleged infringement of any intellectual property rights or a claim for Crown use of a UK patent or registered design caused by the use, manufacture or supply of the Contractor Deliverables.
- b. The Authority shall promptly notify the Contractor of any infringement claim made against it relating to any Contractor Deliverable and, subject to any statutory obligation requiring the Authority to respond, shall permit the Contractor to have the right, at its sole discretion to assume, defend, settle or otherwise dispose of such claim. The Authority shall give the Contractor such assistance as it may reasonably require to dispose of the claim and will not make any statement which might be prejudicial to the settlement or defence of the claim

8. Supply of Contractor Deliverables and Quality Assurance

- a. This Contract comes into effect on the Effective Date of Contract.
- b. The Contractor shall supply the Contractor Deliverables to the Authority at the Firm Price stated in the Schedule to the purchase order.
- c. The Contractor shall ensure that the Contractor Deliverables:
 - (1) correspond with the specification;
 - (2) are of satisfactory quality (within the meaning of the Sale of Goods Act 1979, as amended) except that fitness for purpose shall be limited to the goods being fit for the particular purpose held out expressly by or made known expressly to the Contractor and in this respect the Authority relies on the Contractor's skill and judgement; and
 - (3) comply with any applicable Quality Assurance Requirements specified in the purchase order.
- d. The Contractor shall apply for and obtain any licences required to import any material required for the performance of the Contract in the UK. The Authority shall provide to the

Contractor reasonable assistance with regard to any relevant defence or security matter arising in the application for any such licence.

9. Supply of Hazardous Contractor Deliverables

- a. The Contractor shall establish if the Contractor Deliverables are, or contain, Dangerous Goods as defined in the Regulations set out in this Clause 9. Any that do shall be packaged for UK or worldwide shipment by all modes of transport in accordance with the following unless otherwise specified in the Schedule to the purchase order:
- (1) the Technical Instructions for the Safe Transport of Dangerous Goods by Air (ICAO), IATA Dangerous Goods Regulations;
 - (2) the International Maritime Dangerous Goods (IMDG) Code;
 - (3) the Regulations Concerning the International Carriage of Dangerous Goods by Rail (RID); and
 - (4) the European Agreement Concerning the International Carriage of Dangerous Goods by Road (ADR).
- b. Certification markings, incorporating the UN logo, the package code and other prescribed information indicating that the package corresponds to the successfully designed type shall be marked on the packaging in accordance with the relevant regulation.
- c. As soon as possible and in any event within the period specified in the purchase order (or if no such period is specified no later than one month prior to the delivery date), the Contractor shall provide to the Authority's representatives in the manner and format prescribed in the purchase order:
- (1) confirmation as to whether or not to the best of its knowledge any of the Contractor Deliverables are Hazardous Contractor Deliverables; and
 - (2) for each Hazardous Contractor Deliverable, a Safety Data Sheet containing the data set out at Clause 9.d, which shall be updated by the Contractor during the period of the Contract if it becomes aware of any new relevant data.
- d. Safety Data Sheets if required under Clause 9.c shall be provided in accordance with the REACH Regulations (EC) No 1907/2006 and any additional information required by the Health and Safety at Work etc. Act 1974 and shall contain:
- (1) Information required by the Chemicals (Hazardous Information and Packaging for Supply) (CHIP) Regulations 2009 and / or the Classification, Labelling and Packaging (CLP) Regulation 1272/2008 (whichever is applicable) or any replacement thereof; and
 - (2) where the Hazardous Contractor Deliverable is, contains or embodies a radioactive substance as defined in the Ionising Radiation Regulations SI 1999/3232, details of the activity, substance and form (including any isotope); and
 - (3) where the Hazardous Contractor Deliverable has magnetic properties, details of the magnetic flux density at a defined distance, for the condition in which it is packed.
- e. The Contractor shall retain its own copies of the Safety Data Sheets provided to the Authority in accordance with Clause 9.d for 4 years after the end of the Contract and shall make them available to the Authority's representatives on request.
- f. Nothing in this Clause 9 reduces or limits any statutory or legal obligation of the Authority or the Contractor.

10. Delivery / Collection

- a. The purchase order shall specify whether the Contractor Deliverables are to be delivered to the consignee by the Contractor or collected from the consignor by the Authority.
- b. Title and risk in the Contractor Deliverables shall pass from the Contractor to the Authority on delivery or on collection in accordance with Clause 10.a.

c. The Authority shall be deemed to have accepted the Contractor Deliverables thirty (30) days after title and risk has passed to the Authority unless it has rejected the Contractor Deliverables within the same period.

11. Marking of Contractor Deliverables

- a. Each Contractor Deliverable shall be marked in accordance with the requirements specified in the purchase order. or if no such requirement is specified, the Contractor shall mark each Contractor Deliverable clearly and indelibly in accordance with the requirements of the relevant DEF-STAN 05-132 as specified in the contract or specification. In the absence of such requirements, the Contractor Deliverables shall be marked with the MOD stock reference, NATO Stock Number (NSN) or alternative reference number shown in the Contract.
- b. Any marking method used shall not have a detrimental effect on the strength, serviceability or corrosion resistance of the Contractor Deliverables.
- c. The marking shall include any serial numbers allocated to the Contractor Deliverable.
- d. Where because of its size or nature it is not possible to mark a Contractor Deliverable with the required particulars, the required information should be included on the package or carton in which the Contractor Deliverable is packed, in accordance with condition 12 (Packaging and Labelling (excluding Contractor Deliverables containing Ammunition or Explosives)).

12. Packaging and Labelling of Contractor Deliverables (Excluding Contractor Deliverables Containing Ammunition or Explosives)

The Contractor shall pack or have packed the Contractor Deliverables in accordance with any requirements specified in the purchase order and Def Stan 81-041 (Part 1 and Part 6).

13. Progress Monitoring, Meetings and Reports

The Contractor shall attend progress meetings and deliver reports at the frequency or times (if any) specified in the purchase order and shall ensure that its Contractor's representatives are suitably qualified to attend such meetings.

14. Payment

- a. Payment for Contractor Deliverables will be made by electronic transfer and prior to submitting any claims for payment under clause 14b the Contractor will be required to register their details (Supplier on-boarding) on the Contracting, Purchasing and Finance (CP&F) electronic procurement tool.
- b. Where the Contractor submits an invoice to the Authority in accordance with clause 14a, the Authority will consider and verify that invoice in a timely fashion.
- c. The Authority shall pay the Contractor any sums due under such an invoice no later than a period of 30 days from the date on which the Authority has determined that the invoice is valid and undisputed.
- d. Where the Authority fails to comply with clause 14b and there is undue delay in considering and verifying the invoice, the invoice shall be regarded as valid and undisputed for the purpose of clause 14c after a reasonable time has passed.
- e. The approval for payment of a valid and undisputed invoice by the Authority shall not be construed as acceptance by the Authority of the performance of the Contractor's obligations nor as a waiver of its rights and remedies under this Contract.
- f. Without prejudice to any other right or remedy, the Authority reserves the right to set off any amount owing at any time from the Contractor to the Authority against any amount

payable by the Authority to the Contractor under the Contract or under any other contract with the Authority, or with any other Government Department.

15. Dispute Resolution

- a. The Parties will attempt in good faith to resolve any dispute or claim arising out of or relating to the Contract through negotiations between the respective representatives of the Parties having authority to settle the matter, which attempts may include the use of any alternative dispute resolution procedure on which the Parties may agree.
- b. In the event that the dispute or claim is not resolved pursuant to Clause 15.a the dispute shall be referred to arbitration and shall be governed by the Arbitration Act 1996. For the purposes of the arbitration, the arbitrator shall have the power to make provisional awards pursuant to Section 39 of the Arbitration Act 1996.

16. Termination for Corrupt Gifts

The Authority may terminate the Contract with immediate effect, without compensation, by giving written notice to the Contractor at any time after any of the following events:

- a. where the Authority becomes aware that the Contractor, its employees, agents or any sub-contractor (or anyone acting on its behalf or any of its or their employees):
 - (1) has offered, promised or given to any Crown servant any gift or financial or other advantage of any kind as an inducement or reward;
 - (2) commits or has committed any prohibited act or any offence under the Bribery Act 2010 with or without the knowledge or authority of the Contractor in relation to this Contract or any other contract with the Crown;
 - (3) has entered into this or any other contract with the Crown in connection with which commission has been paid or has been agreed to be paid by it or on its behalf, or to its knowledge, unless before the contract is made particulars of any such commission and of the terms and conditions of any such agreement for the payment thereof have been disclosed in writing to the Authority.
- b. In exercising its rights or remedies to terminate the Contract under Clause 16.a. the Authority shall:
 - (1) act in a reasonable and proportionate manner having regard to such matters as the gravity of, and the identity of the person committing the prohibited act;
 - (2) give due consideration, where appropriate, to action other than termination of the Contract, including (without being limited to):
 - (a) requiring the Contractor to procure the termination of a subcontract where the prohibited act is that of a Subcontractor or anyone acting on its or their behalf;
 - (b) requiring the Contractor to procure the dismissal of an employee (whether its own or that of a Subcontractor or anyone acting on its behalf) where the prohibited act is that of such employee.
- c. Where the Contract has been terminated under Clause 16.a. the Authority shall be entitled to purchase substitute Contractor Deliverables from elsewhere and recover from the Contractor any costs and expenses incurred by the Authority in obtaining the Contractor Deliverables in substitution from another supplier.

17. Material Breach

In addition to any other rights and remedies, the Authority shall have the right to terminate the Contract (in whole or in part) with immediate effect by giving written notice to the Contractor where the Contractor is in material breach of its obligations under the Contract. Where the Authority has terminated the Contract under Clause 17 the Authority shall have the right to claim such damages as may have been sustained as a result of the Contractor's material

breach of the Contract.

18. Insolvency

The Authority shall have the right to terminate the contract if the Contractor is declared bankrupt or goes into liquidation or administration. This is without prejudice to any other rights or remedies under this Contract.

19. Limitation of Contractor's Liability

- a. Subject to Clause 19.b the Contractor's liability to the Authority in connection with this Contract shall be limited to £5m (five million pounds).
- b. Nothing in this Contract shall operate to limit or exclude the Contractor's liability:
 - (1) for:
 - a. any liquidated damages (to the extent expressly provided for under this Contract);
 - b. any amount(s) which the Authority is entitled to claim, retain or withhold in relation to the Contractor's failure to perform or under-perform its obligations under this Contract, including service credits or other deductions (to the extent expressly provided for under this Contract);
 - c. any interest payable in relation to the late payment of any sum due and payable by the Contractor to the Authority under this Contract;
 - d. any amount payable by the Contractor to the Authority in relation to TUPE or pensions to the extent expressly provided for under this Contract;
 - (2) under Condition 7 of the Contract (Intellectual Property), and DEFCONs 91 or 638 (SC1) where specified in the contract;
 - (3) for death or personal injury caused by the Contractor's negligence or the negligence of any of its personnel, agents, consultants or sub-contractors;
 - (4) for fraud, fraudulent misrepresentation, wilful misconduct or negligence;
 - (5) in relation to the termination of this Contract on the basis of abandonment by the Contractor;
 - (6) for breach of the terms implied by Section 2 of the Supply of Goods and Services Act 1982; or
 - (7) for any other liability which cannot be limited or excluded under general (including statute and common) law.
- c. The rights of the Authority under this Contract are in addition to, and not exclusive of, any rights or remedies provided by general (including statute and common) law.

Project specific DEFCONs and DEFCON SC variants that apply to this contract

DEFCON 502 (SC1)

Specifications Changes
Edition 12/16

DEFCON 503 (SC1)

Formal Amendments To Contract
Edition 12/16

DEFCON 531 (SC1)

Disclosure of Information
Edition 06/17

DEFCON 532B

Protection Of Personal Data (Where Personal Data is being processed on behalf of the Authority)
Edition 05/18

Note: DEFCON 532B must be accompanied with a completed DEFFORM 532 – Personal Data Particulars. This form forms part of the Contract and must be completed and attached to each Contract containing DEFCON 532B. This has been attached as Annex A to the Contract.

DEFCON 534

Subcontracting and Prompt Payment
Edition 06/17

DEFCON 537

Rights of Third Parties
Edition 06/02

DEFCON 538

Severability
Edition 06/02

DEFCON 566

Change of Control of Contractor
Edition 12/18

Special Indemnity Conditions

DEFCON 076 (SC1)

Contractor's Personnel at Government Establishments

Edition 12/16

DEFCON 082 (SC1)

Special Procedure For Initial Spares

Edition 06/17

DEFCON 117 (SC1)

Supply Of Information For NATO Codification And Defence Inventory Introduction

Edition 12/16

DEFCON 129J (SC1)

The Use Of The Electronic Business Delivery Form

Edition 06/17

DEFCON 602B

Quality Assurance (Without Deliverable Quality Plan)

Edition 12/06

DEFCON 620 (SC1)

Contract Change Control Procedure

Edition 12/16

DEFCON 624 (SC1)

Use of Asbestos

Edition 12/16

DEFCON 627

Quality Assurance - Requirement for a Certificate of Conformity

Edition 12/10

DEFCON 656A

Termination for Convenience (Contracts Under £5M)

Edition 08/16

DEFCON 658

Cyber

Edition 10/17

Intellectual Property Rights

DEFCON 015 (02/98)

Design Rights and Rights to Use Design Information
Edition 02/98

DEFCON 016

Repair and Maintenance Information
Edition 10/04

DEFCON 021 (01/58)

Drawings, Specifications And Manufacturing Data
Edition 10/04

DEFFORM 315 - Contract Data Requirement**Ministry of Defence****DEFFORM 315 (Edn 2/98)
CONTRACT DATA REQUIREMENT**

1. <u>ITT/Contract Number</u> 700002177 CHC/616	2. <u>CDR Number</u> 1	3. <u>Data Category</u> Maintenance and Manufacture	4. <u>Contract Delivery Date</u> In accordance with Special Condition 20.3.
5. <u>Equipment/Equipment Subsystem Description</u> Chinook Extended Range Fuel Tank (ERT) Roller Frames		6. <u>General Description of Data Deliverable</u> Manufacturing Data Pack (MDP) in accordance with UK MDP (Edn 2/98)	
7. <u>Purpose for which data is required</u> <ul style="list-style-type: none"> • Operating Instructions • Technical Drawings (pdf) • Associated engineering documentation • Future competitive tendering for manufacture, repair and supply of equipment. 		8. <u>Intellectual Property Rights</u> <p>a. <u>Applicable DEFCONs</u></p> <ul style="list-style-type: none"> • DEFCON 15 (Edn. 02/98) • DEFCON 16 (Edn. 10/04) • DEFCON 21 (Edn. 10/04) <p>b. <u>Special IP Conditions</u></p> <ul style="list-style-type: none"> • None 	

9. <u>Update/Further Submission Requirements</u>			
None			
10. <u>Medium of Delivery</u>		11. <u>Number of Copies</u>	
Electronic		2	

Data Item Description For Manufacturing Data Pack

Description

1. The Manufacturing Data Pack (MDP) for an article comprises a data pack the format and content of which is set out in this Data Item Description (DID). Subject to third party rights and as otherwise stated herein, the MDP includes that data which defines the physical geometry, material and acceptance / conformance criteria of the article and its components, for use by the MOD when awarding competitive contracts for the manufacture, repair, supply, assembly and acceptance of the articles described.

General Requirements

2. All data to be supplied as part of a MDP pursuant to a Contract Data Requirement (CDR) shall be prepared in accordance with this DID.

3. This DID shall apply to data prepared by manual and/or automated methods such as Computer Aided Design and Computer Aided Manufacturing Systems.

4. This DID is applicable to the MOD procurement of articles, including components of articles, designed and developed under MOD contracts and also to commercially developed articles and components.

5. The MDP shall reflect the build standard of the latest version of the production standard article under the contract.

Format

6. The MDP product drawings and associated parts list for commercially developed articles shall be in the contractor's or the original supplier's format, unless specified otherwise in the contract.

7. The MDP product drawings and associated parts list for articles developed under an MOD contract shall be in the contractor's or the Authority's format (e.g. DEFSTAN 05-010), as specified in the contract.

Content

8. The MDP shall document, either directly or by reference to generally available documents and as appropriate to the manufacturer of the article, the following:

a. Dimensional and tolerance data.

b. A description of the manufacturing processes¹ called up in the drawings or referenced documents.

c. The sequence in which the article is to be assembled and the manufacturing processes (referred to in 8.b) above) applied.

- d. Tolerance input and output characteristics.
- e. Diagrams, including interface control diagrams.
- f. Mechanical connections.
- g. Physical characteristics, including form and finish.
- h. Descriptions of materials¹ used.
- i. Inspection and test criteria.
- j. Hardware marking requirements.

Detailed Requirements

9. The MDP shall include as appropriate:

- a. Product drawings, including assembly drawings.
- b. Parts Lists, Data Lists and Index Lists.
- c. Inspection and test schedules and/or production acceptance criteria;
- d. material specifications in the circumstances described in the second paragraph of footnote 1.
- e. Treatment and other process specifications in the circumstances described in the second paragraph of the footnote.
- f. Maskwork/artwork.
- g. Special to product tool and test equipment drawings (including associated firmware / software and calibration procedures), if the design and development of the tools and equipment has been funded by the MOD under a contract requiring the preparation of production standard drawings.

Special Cases

10. If in the view of the contractor, the article or component is unlikely to be satisfactorily manufactured by a third party by reason of the omission from the MDP of data subject to third party rights, proprietary material and / or process specifications (see the first paragraph of the footnote, or special to product tool and test equipment drawings (see paragraphs 9.a. to g. above) the contractor shall so advise the Authority as soon as the contractor becomes aware of the situation.

Footnote:

1Manufacturing processes (including heat treatment and protective processes), techniques and material specifications, which are proprietary to the contractor or his suppliers and are self-standing in the sense described in paragraph 16 of Guidelines for Industry No 10 - The Application of Intellectual Property (IP) DEFCONs will not be provided. However, the MDP will identify the general nature of such proprietary processes/techniques and materials.

All other material and process specifications will be provided (or a generally available document defining the material or process will be referenced in the MDP).

DEFFORM 315
(Edn 2/98)

20. Special conditions that apply to this Contract

20.1 Additional Def-Stans that will apply to this Contract

- Def-Stan 05-61, Part 1, Issue 6
- Def-Stan 05-61, Part 4, Issue 3

20.2 Certification

- The winning contractor will need to hold Appropriate Certification, with a minimum level of ISO 9001-2015.

20.3 MDP Pack

- The Contractor shall deliver the Manufacturing Data Pack in accordance with UK DID MDP (Edn 2/98), as stipulated within the DEFFORM 315. The final MDP shall be delivered within 30 days of delivery of the Initial Order detailed within the Schedule of Requirements.

20.4 Quality Assurance Conditions

- NATO Quality Assurance Requirements for Design, Development and Production. (Edition D Version 1)
- NATO Quality Management System Requirements for Aviation, Space and Defence Suppliers. (Edition B Version 1)

21. The processes that apply to this Contract

21.1 DEFCON 658 – Cyber - Edition 10/17

Further to DEFCON 658, the Cyber Risk Level for this Contract has been assessed using the Government Supplier Cyber Risk Assessment Service (Gov.uk) online tool and has been assessed to be of Very Low Risk, as defined in Def Stan 05 - 138.

A Supplier Assurance Questionnaire (SAQ) must be completed via the Supplier Cyber Protection Service (Octavian) to demonstrate compliance with the required cyber risk level.

The Risk Assessment Reference (RAR) allocated by Octavian is: RAR-KP7H9Z44. This will link the SAQ response to the specific risk assessment for this Contract

22. Tasking Process Approval Form

- a. Part 1 of the TAF will provide details of the task including task number, name and scope of work and will be signed by the Authority's Commercial Officer (ACO) and sent to the Contractor.
- b. Part 2 of the TAF shall include a Firm Price quotation, completed by the Contractor within 10 working days of receipt from the Authority. It shall contain a cost breakdown using agreed prices and rates; as well as associated sub-contractor price breakdowns where applicable. Part 2 shall also include details of any task-specific GFE required and any additional expenditure, including travel and subsistence.
- c. Upon receipt of Part 2 of the TAF, if acceptable, the Authority shall complete Part 3. Part 3 will contain signed confirmation of approval to proceed with the work by the Authority's Commercial Branch as stated on DEFFORM 111 and will be returned to the Contractor. The date of commencement of the work shall be on receipt of the signed Part 3 by the Contractor, or later if detailed on the TAF.
- d. No work shall be undertaken by the Contractor until Part 3, providing signed commercial approval to proceed is received by the contractor.
- e. Upon completion of a task, the Contractor shall complete Part 4 of the TAF and send it to the Authority's Project Manager for completion of Part 5, under which the Authority will approve formal closure of the task.

TASK APPROVAL FORM

Contract Number	<input type="text"/>	Task Number	<input type="text"/>
Originating Reference	<input type="text"/>	Issue Number	<input type="text"/>
Equipment	<input type="text"/>	Issue Date	<input type="text"/>
Brief Description	<input type="text"/>		

PART 1 (To be completed by the Authority's Project Manager or the Contractor)	
Name of Originator	<input type="text"/>
Proposed Task Title	<input type="text"/>
Statement Of Requirements	<div style="border: 1px solid black; height: 250px; width: 100%;"></div>
Quality Assurance / DEFSTANS (specific to Task)	<input type="text"/>
Acceptance Criteria / Task Output / Deliverable	<input type="text"/>
Operational Implication Statement by the Authority	<input type="text"/>
Priority Code (mark with Urgent <input type="text"/> Routine <input type="text"/>	

an X)

Task Duration

Contractors proposed completion date is

Subject to approval by

Signed

Position

On behalf of

Date

Telephone Number

E-mail Address

THE CONTRACTOR IS NOT AUTHORISED TO COMMENCE WORK ON THIS TASK
UNTIL PART 3 IS COMPLETED

PART 2

Proposed Firm Price Based On The Agreed Rates In The Contract

Labour

Hours

Rate

Price £

Sub-Total

Sub-Total

Materials

Details

Price £

Sub-Total

Sub-Contracts

Sub-Contractor

Price £

		Sub-Total	<input style="width: 100px;" type="text"/>
Other Costs	Details	Price £	
	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
	<input style="width: 300px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	
		Sub-Total	<input style="width: 100px;" type="text"/>
Overheads	Type of Overhead	Rate	Price £
	<input style="width: 200px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>
	<input style="width: 200px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>
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	<input style="width: 200px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>	<input style="width: 100px; height: 20px;" type="text"/>
		Sub-Total	<input style="width: 100px;" type="text"/>
Total Firm Price (EX VAT)			<input style="width: 100px;" type="text"/>
GFE Requirements Specific To Task		<input style="width: 400px; height: 20px;" type="text"/>	
Effect or Dependency on previous Task		<input style="width: 400px; height: 30px;" type="text"/>	
Signed	<input style="width: 150px; height: 20px;" type="text"/>	Position	<input style="width: 150px; height: 20px;" type="text"/>
On behalf of	<input style="width: 150px; height: 20px;" type="text"/>	Date	<input style="width: 150px; height: 20px;" type="text"/>
Telephone Number	<input style="width: 450px; height: 30px;" type="text"/>		
E-mail Address	<input style="width: 350px; height: 20px;" type="text"/>		

**THE CONTRACTOR IS NOT AUTHORISED TO COMMENCE WORK ON THIS TASK
UNTIL PART 3 IS COMPLETED**

PART 3	Firm Price Agreement And FPDT Authorisation
---------------	--

PROJECT MANAGER

I confirm that the time-scale and level of work detailed in Parts 1 and 2 are commensurate with the required outputs of the task.

A completion date of is therefore considered appropriate and acceptable.

Project Office Approval is hereby given for the Task to proceed at a Ex VAT Firm Price of

This Task is to be booked Against the following

RAC	<input type="text"/>
UIN	<input type="text"/>
LPC	<input type="text"/>
VAT Code	<input type="text"/>

Name of Project Manager

Signed

Post Title

Date

Telephone Number

E-mail Address

FINANCE OFFICER

I confirm funding to the value of

Ex VAT and

VAT Inc is approved

Funding allocated to : (Finance Reference)

Name of Finance Officer

Signed

Post Title

Date

Telephone Number

E-mail Address

COMMERCIAL

OFFICER

Approval to proceed with the task at the firm
price of

Ex VAT is hereby given

Name Of Commercial Officer

Signed

Post Title

Date

Telephone Number

E-mail Address

**UPON COMPLETION OF THIS PART, THE CONTRACTOR IS AUTHORISED TO
COMMENCE WORK**

PART 4

Notification of Task Completion (To be completed by the Contractor)

All work on this Task is complete and all deliveries (where applicable) have been
dispatched.

I hereby notify the Authority's Project manager that the above Task
was completed on

Name

Signed

Position

On behalf
of

Date

Telephone Number

E-mail Address

PART 5

Confirmation of Task Completion (To be completed by the Authority)

I confirm that all work on the above Task has been completed to the satisfaction of the
Project Manager

The completion date for this Task was

Comments on Task report

Your claim for payment in accordance with the terms and conditions of the contract may now be submitted.

Name of Project Manager

Signed

Post Title

Date

Telephone Number

E-mail Address

23. Tasking Price List

23.1 The Procurement of Extended Range Fuel Tank (ERT) Roller Frames – CHC/616 – Tasking Price List

The delivery of a price list of consumable spares was requested to be included with all tender bids to support the tasking process detailed at section 22. With reference to the tender proposal provided by the winning tenderer, there are no identified consumable spares required to support the Contractor's ERT Transport System. Therefore, no Tasking Price list has been included within this Contract at Contract Award. All parts and components used within the Contractor's ERT system procured under this Contract will be replaced on an ad-hoc basis via the tasking process should a failure occur.

23.2 Individual Roller Frame Prices

The price provided below will apply to the whole duration of the Contract and shall allow the future procurement of additional roller frames from the Contractor using the tasking form.

Roller Frame Price List			
Item Number	NATO Stock Number	Specification	Firm Price (£) Ex VAT Total Price inc. packaging (and delivery if specified in the Purchase Order) Quantity 1
1	TBC	1 QTY ERFS Roller Frame Price	[Information Redacted]
2	TBC	1 QTY RSERFS Roller Frame Price	[Information Redacted]

23.3 Contract Labour Rate

The repair and procurement of roller frames will be tasked on an ad-hoc basis in line with the tasking process at section 22. The below table has been populated with the tenderer's Labour Rate. The Labour Rate stipulated below shall be utilised as and when tasking is required, throughout the duration of the Contract.

The Labour Rate for the duration of the Contract will be fixed at:	[Information Redacted]
---	-------------------------------

Schedule 1 - Additional Definitions of Contract

Not Applicable

Schedule 2 - Schedule of Requirements

Schedule 2 - Schedule of Requirements

Schedule 2 (Schedule of Requirements) for Contract No: CHC/616

The Procurement of Extended Range Fuel Tank (ERT) Roller Frames

Deliverables									
Item No.	MOD Stock Reference No.	Part No. (where applicable)	Specification	Consignee Address Code (full address is detailed in DEFFORM 96)	Packaging Requirements inc. PPQ and DofQ (as detailed in DEFFORM 96)	Delivery Date	Total Qty	Firm Price (£) Ex VAT	
								Per Item	Total inc. packaging (and delivery if specified in the Purchase Order)
1	N/A	N/A	Delivery of a working prototype with draft drawings, in accordance with SC1A ITT Annex B (SOR).	XY	0	Within 1 month of Contract Award	1	[Information Redacted]	[Information Redacted]
2	N/A	N/A	Delivery of ERFS Roller Frames, in accordance with SC1A ITT Annex B (SOR).	XY	0	Within 3 months of Contract Award	10	[Information Redacted]	[Information Redacted]
3	N/A	N/A	Delivery of RSERFS Roller Frames, in accordance with SC1A ITT Annex B (SOR).	XY	0	Within 3 months of Contract Award	5	[Information Redacted]	[Information Redacted]
4	N/A	N/A	A) Delivery of maintenance manuals, operating instructions,	XY	N/A	All to be delivered	2 copies	[Information Redacted]	[Information Redacted]

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			Technical Drawings and associated engineering documentation in accordance with SC1A ITT Annex B (SOR). B) Delivery of Manufacturing Data Pack (MDP) in accordance with SC1A ITT Annex B (SOR).			with the delivery of the initial order of roller frames, except for the MDP which is to be delivered within 30 days after this date.	of MDP 1 Copy of all other docs.		
5	N/A	N/A	Ad-Hoc Tasking in accordance with sections 22 and 23. To be confirmed as and when required by the Authority.	N/A	N/A	TBC	N/A	In accordance with section 23	In accordance with section 23
								Total Firm Price	£74,481.51

Item Number	Consignee Address (XY code only)
1-5 (where applicable)	Role Bay RAF Odiham Hook RG29 1QT
Item 4B	Chinook Delivery Team Teak Level 1 #5101 MOD Abbey Wood North Bristol, BS34 8QW

Schedule 3 - Statement of Requirement (SOR)

STATEMENT OF REQUIREMENT FOR THE PROCUREMENT OF EXTENDED RANGE FUEL TANK ROLLER FRAMES

Issue

1. The Extended Range Fuel Tanks (ERTs) outer composite shells are being damaged. This, combined with potential air transport limitations affecting the reverse supply chain, presents an operational risk for Op Newcombe. The Chinook Delivery Team (ChDT) is unable to provide roller frames to assist with the transportation of the ERTs. At present, there is an unsupported locally manufactured "Skateboard" which is used to transport ERTs to and from maintenance bays however this has led to accidents. The ChDT is unable to procure a ERT roller frame because it does not have an enabling support contract in place to cover the procurement of new roller frames and/or spares.

Background

2. The Chinook fleet currently uses two variants of ERT: The 800 gallon Extended Range Fuel System (ERFS) and the 500 gallon Reduced Size Extended Range Fuel System (RSERFS). Robertson Fuel Systems Inc is the Design Organisation (DO) for these tanks. ERFS is currently in scope of the current Through Life Customer Support (TLCS) contract, however RSERFS (which was purchased during Project JULIUS) is not. There are currently 36 ERFS and 8 RSERFS in service.

3. Both variants of ERT are being damaged during transport and installation. Currently an unsupported locally manufactured "Skateboard" is used to transport ERTs to and from maintenance bays, alongside up the aircraft loading ramp for installation. The "Skateboard" is manufactured from a flat piece of plywood with two sets of rollers underneath. It does not cover the entire footprint of the ERTs, which leads to accidents where the ERT slides off the "Skateboard" causing damage to the underside composite structure of the ERT shell alongside a personnel risk. Furthermore, there is no control over the design of the Skateboards and therefore there can be significant size differences, protruding bolt heads and rough edges further compounding the damage to the ERTs.

4. ERTs can be repaired at the RAF Odiham Role Bay for minor composite damage. There are repair limits affecting the edges of the ERTs whereby consultation with the DO is necessary. Should the damage penetrate through the entirety of the composite shell or affect the internal fuel bladder, the ERT must be returned to the DO for repair,

5. Chinook HC Mk5 will be deploying to Op NEWCOMBE with ERFS. There will be limited air transport (three outbound per month via France and one return for the reverse supply chain). Should an ERFS be damaged through handling or installation, composite repairs cannot be carried out in situ and the ERFS will have to be returned to the UK; presenting an operational risk that the capability will be reduced or unavailable for up to six weeks.

Requirement

6. An enabling support contract is required to in support of the Chinook ERTs at Forward and includes:
- The procurement of new ERT Rollers frames
 - The procurement of spares and additional rollers as required by the ChDT.
7. The requirement is for an initial purchase of qty 10 ERFS roller frames and qty 5 RSERFS roller frames. As the initial purchase is for handling only, each Squadron and the Role Bay will require one permanently with an additional pool of deployable assets. Note, 18, 27 and 28 Sqns do not operate RSERFS so do not require roller frames for these tanks.

Location	ERFS Roller Frame Qty	RSERFS Roller Frame Qty
RAF Odiham Role Bay	1	1
18 Sqn	1	0
27 Sqn	1	0
28 Sqn	1	0
7 Sqn	1	1
Deployable (1 per deployment)	5	3

- There is a further requirement for operating instructions, all engineering documentation (including the Manufacturing Data Pack). This shall be delivered within 30 days of delivery of the Initial Order of Roller frames detailed within the Schedule of Requirements.
- A proposed list of Initial Spares must be delivered as part of the tender bid. The final version of spares to be delivered within 30 days of the Initial Order of QTY 15 Roller Frames.
- Full initial order of ERT Rollers must be delivered within 6 months of Contract award.
- A full working prototype will be delivered to RAF Odiham and draft drawings supplied to the DT by the winning supplier within one month of Contract Award. The Authority will take approximately one week to validate the prototype.
- The supplier will be responsible for delivery of all required items under the Contract. Tender Evaluation will consider the delivery timeframes provided by the supplier.

Specifications

- The Roller Frames are to be used for ground handling and installation of ERFS and RSERFS on-aircraft. Both types of roller frame:
 - ☐ Have lipped edges to prevent detachment of the ERFS or RSERFS from the frames.
 - ☐ Cover the entire footprint of ERFS / RSERFS.
 - ☐ They must be of predominantly metal construction and suitably protected against corrosion.

13. The ERFS roller frames must have an ability to:

a. Securely mount and restrain the 800 gallon ERFS system with restraint frame attached for ground handling. Must be able to support mass of empty ERFS plus hoses and restraint frame. Assume weight NTE 1000lbs.

i. Dimensions of ERFS: 58"l x 62"w x 68"h

ii. Weight of empty ERFS: approx. 600lbs

b. Be secured to and towed behind a vehicle for ground handling with removable tow bar. It is desirable that the frames can be towed on rough ground. To clarify, typically these items will be used on tarmacked airfields. However, due to the nature of Chinook operations the items could be expected to move across unkept, run down tracks. They will need to be robust enough to endure tracks covered with small stones and potentially cracked or pot holed features in the surface.

c. Be securely braked into position when not in use, with or without ERFS attached.

d. Be movable by human(s), allowing ground handling to safely onload and offload the roller frame, with ERFS and restraint frame attached, on and off the Chinook aircraft using the aircraft cargo ramp, clearing all aircraft structure.

e. Mount and unmount the ERFS with restraint frame attached from the roller frame the aircraft cabin, minimising manual lifting and eliminating damage to the ERFS.

14. RSERFS Roller Frames. The RSERFS roller frames should have an ability to:

a. Securely mount and restrain the 500 gallon RSERFS system with restraint frame attached for ground handling. Must be able to support mass of empty RSERFS plus hoses and restraint frame. Assume weight NTE 800lbs.

i. Dimensions of RSERFS: 58"l x 42"w x 68"h

ii. Weight of empty RSERFS: approx. 465lbs

b. Be secured to and towed behind a vehicle for ground handling with removable tow bar. It is desirable that the frames can be towed on rough ground.

c. Be movable by human(s) for ground handling and install of RSERFS to aircraft which will include an ability to be loaded on and off the aircraft via the aircraft cargo ramp.

d. Be securely braked into position when not in use, with or without RSERFS attached.

e. Safely onload and offload the roller frame, with RSERFS and restraint frame attached, on and off the Chinook aircraft using the aircraft cargo ramp, clearing all aircraft structure.

- f. Mount and unmount the RSERFS with restraint frame attached from the roller frame in the locations specified in the current Chinook Release to Service in the aircraft cabin, minimising manual lifting and damage to RSERFS.

Appendix A to the SOR

The following additional Information was provided in the Invitation to Tender (ITT) to assist bid preparation:

- Due to restrictions owing to ITAR and IPR rights, the Authority cannot provide any specific images or drawings of the fuel tanks. However, we can provide extracts of key info from an Operations manual. **See the diagrams referenced below.**
- All of the ramp entry dimensions are provided in the first image below (See Figure 1). The current equipment is typically handled by approximately 4 personnel to the back of the cabin and put in position.
- The ERFS are fitted anywhere from the forward edge, located at Station 200, to the rear edge, being located at Station 460. The ERFS always sit on the LHS of the cabin (A on the diagram) and come out to Butt Line R20 (D on the diagram).
- Regarding the cargo ramp, during loading the following is true: 'Ready access - there is to be an all-round clearance between the load and the aircraft structure above floor level, of 1 in. during loading and 3 in. for flight. Ready access is also required to the crew compartment/crew stations, one of the two emergency exits at FS 160 and to all the items/locations given in Table 1.'
- The Restraint Frame is like a basket the ERT sits within with nylon straps over the top. It adds 3" of depth to the outside of the ERT from the base up to 12" in height along all 4 sides and up to 18" on the corners.
- The following are the dimensions for the hoses referred to in Paragraphs 13 and 14:
 - ERT Fuel Vent Hose
 - Length 8 ft, 244cm
 - Diameter 3", 7.5cm
 - ERT Refuel Hose
 - Length 11ft, 335cm
 - Diameter 3", 7.5cm
 - Yolk Hose
 - L, 27ft, 823cm
 - D, 2", 5cm
 - ERT to Yoke Hose
 - L, 9ft 10", 280cm
 - D2", 5cm
 - As part of the hosing there is a T-piece which is attached to the top of the ERF/RSERF making the total height for both 70", 178cm.
- Ground Clearance will need to be considered. As the trolley transitions from the ramp to the aircraft cabin it will need to clear a change in inclination. The cabin floor sits approx. 31 inches and the ramp is at 6 degrees of inclination, see diagrams below.

- It is not a requirement to keep the roller frame on the aircraft whilst it's operational. This is due to the approvals required to clear the trolley to stay fitted to the aircraft during flight.
- There is no preference on finish, and bidders should provide an appropriate solution to meet the SOR. The colour needs to befit a military environment, and ideally should be neutral and inconspicuous.

Supporting figures

1 Dimensions (Fig 1)

The main cabin floor area is approximately 30 ft. 6 in. long by 7 ft. 6 in. wide. Generally, the cabin height is 6 ft. 6 in. Critical frame dimensions are also shown.

Construction of the main cabin floor provides a tread way (between BL 20 and 44 left and right) which extends aft from FS 160 to FS 486, as shown in Fig 2. The floor between FS 200 and 400 and between BL 44 left and right, is isolated by insertion of rubber blocks between floor panels and the aircraft sub-structure.

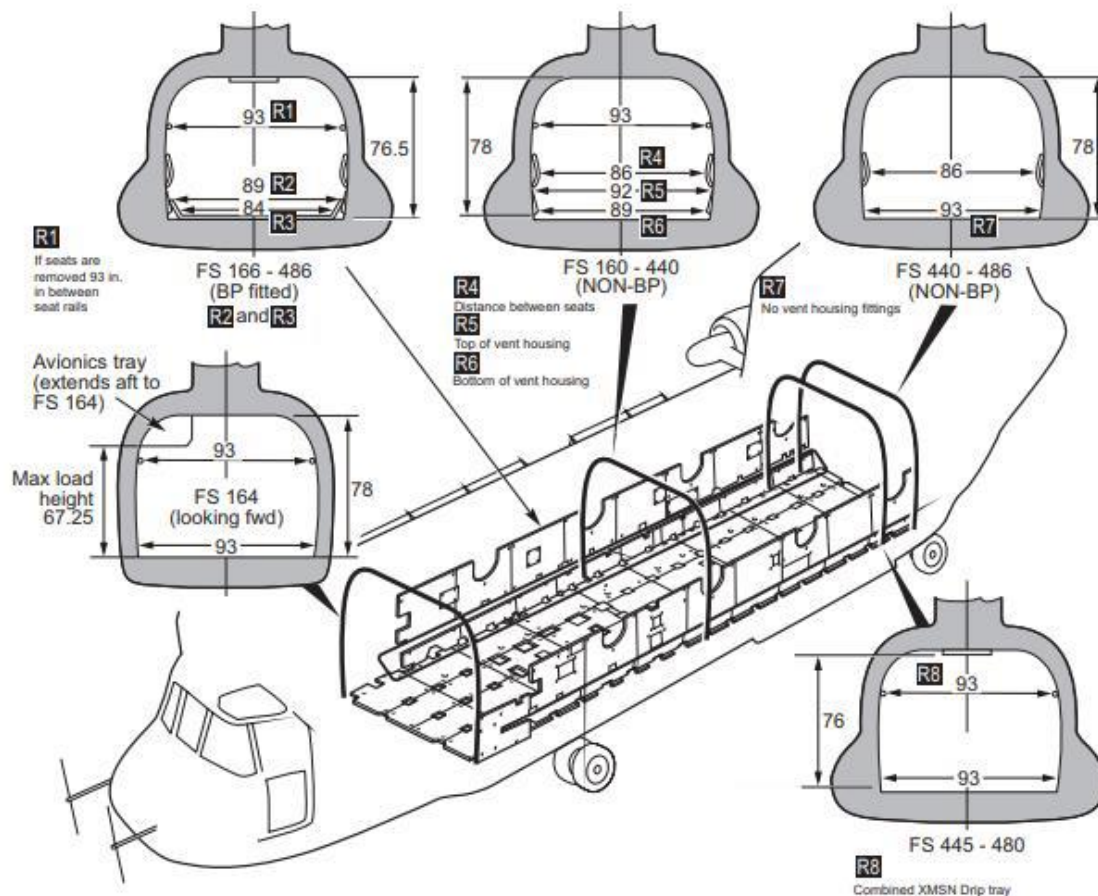


Fig 1 Leading dimensions of cabin

5 Tie-down fittings (Fig 2)

Four 2250 kg. tie-down fittings are located in the ramp, as shown.

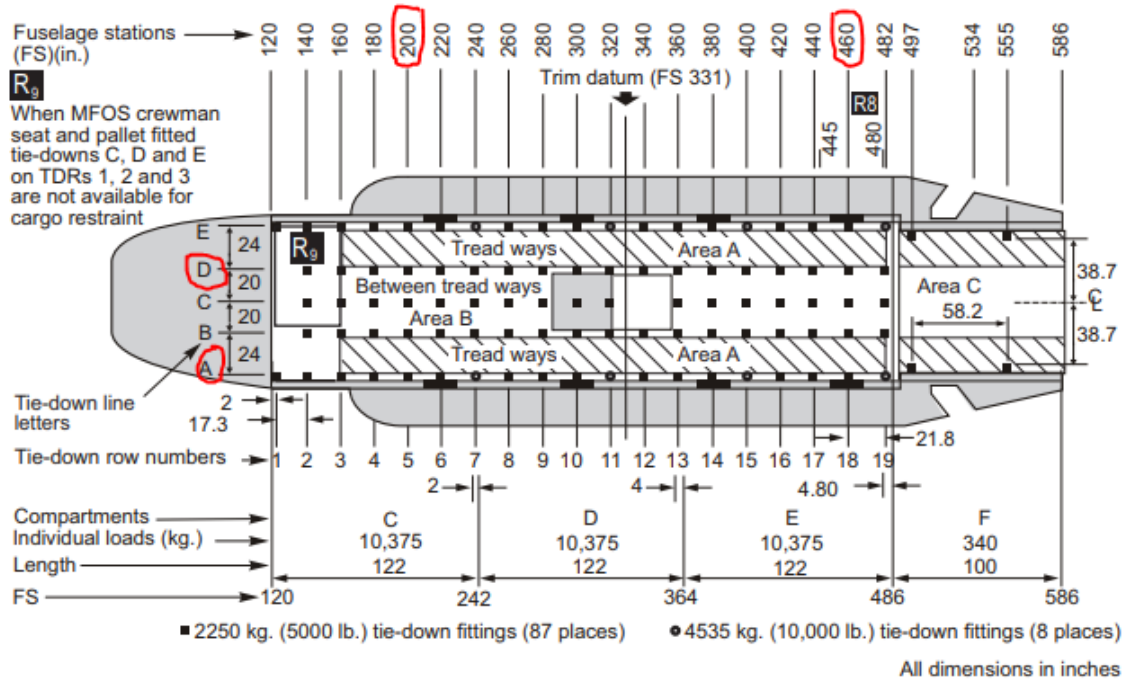


Fig 2 Tread ways and tie-down grid

Ready access requirements in the main cabin are as follows:

7.1 A minimum of 14 in. between the load and the fuselage wall along one side of the aircraft, or:

7.2 A minimum of 30 in. (square) between the top of the load and the fuselage roof.

On the ramp, a minimum of 14 in. between the load and the aircraft structure is required on both sides.

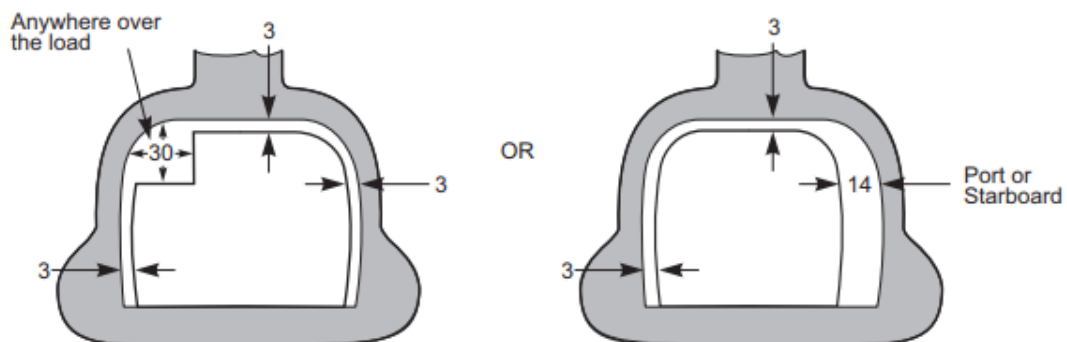


Fig 3 Ready access

Table 1 Access requirements

Item no	Description	Access required		Location		Item no	Description	Access required		Location	
		Loading	In flight	Port	STBD			Loading	In flight	Port	STBD
1	FIRE EXTINGUISHER	NO	YES		*	12	No 2 DECU	NO	YES		*
2	ELFAK	NO	YES	*		13	No 1 AUX PDP	NO	YES	*	
3	CCS CONTROL	NO	YES		*	14	No 2 AUX PDP	NO	YES		*
4	CCS CONTROL	YES	YES		*	15	MAINT PANEL	NO	YES		*
5	WINCH CONTROL	YES	NO		*	16	VEREY PISTOL/FLARES	NO	YES	*	
6	RAMP CONTROLS	YES	YES		*	17	FIRE AXE	NO	YES	*	
7	APU FUEL SHUT-OFF VALVE	YES	YES	*		18	FIRE GLOVES	NO	YES	*	
8	RAMP HAND PUMP LEVER/EPUSHA	NO	YES		*	19	DUFAK	NO	YES		*
9	RAMP TONGUE EMERGENCY JETTISON	NO	YES	*		20	DUFAK	NO	YES		*
10	FIRE EXTINGUISHER	YES	YES	*		21	AVIONICS COMPARTMENT	NO	YES	*	
11	No 1 DECU	NO	YES	*		22	HEATER COMPARTMENT	NO	YES		*

Deliverables

All Negotiation Deliverables

Name	Description	Due	Responsible Party
None			

Supplier Contractual Deliverables

Name	Description	Due	Responsible Party
Import Licences Condition 8.d	Apply for and obtain all necessary licences	As necessary	Supplier Organization
Marking of Hazardous Deliverables Condition 9.b	Ensure packaging is marked in accordance with the contract	As necessary	Supplier Organization
Contract Data Sheet Condition 9.c	To provide a Safety Data Sheet in respect of each Dangerous/Hazardous Material or substance supplied or deliverable containing such.	As necessary	Supplier Organization
Marking of Articles Condition 11	Articles to be marked in accordance with the contract.	As necessary	Supplier Organization
Payment Condition 14.b	Submission of Invoices	As necessary and in accordance with Condition 14.b	Supplier Organization
Obligation DEFCON 21 (Edn 10/04) Clause - 3a - Maintenance of Deliverables (reminder)	To maintain at least one copy of all deliverable information to which DEFCON 21 applies during the period of the Contract and for at least two years after the Contract, or period as may be specified in the contract.	As necessary and in accordance with DEFCON 21.	Supplier Organization
Obligation DEFCON 117 (Edn 10/13) Clause - 3a - Technical Data to Codification Authority or representative	Provision of Technical Data to the Codification Authority or the Authority's Agent specified by the Codification Authority.	As necessary and in accordance with DEFCON 117.	Supplier Organization

Buyer Contractual Deliverables

Name	Description	Due	Responsible Party
Transparency Condition 5.b	Redact documents prior to publishing in line with contract.	As necessary and in accordance with Condition 5.b.	Buyer Organization
Notification of Claim Condition 7.b	Notify contractor of any third party claim and assist the contractor to dispose of said claim	As necessary and in accordance with Condition 7.b.	Buyer Organization
Import Licences Condition 8.d	Assist application for licences that are defence/security related	As necessary and in accordance with Condition 8.d.	Buyer Organization
Payment Condition 14.c	Payment	In accordance with Condition 14.c.	Buyer Organization
Termination Condition 16, 17, 18	Written notice of Termination due to corrupt Gifts as stipulated in the contract	If necessary, in accordance with Termination Conditions 16, 17 and 18.	Buyer Organization

DEFFORM 111

Appendix - Addresses and Other Information

1. Commercial Officer

Name: Isabelle Hart

Address: Teak Level 1 # 5101, Abbey Wood North, Bristol, BS34 8QW

Email: Isabelle.Hart100@mod.gov.uk

☎ 030 967 37765

2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)

Name: Vincent Lynch

Address Teak Level 1 # 5101, Abbey Wood North, Bristol, BS34 8QW

Email: Vincent.Lynch100@mod.gov.uk

☎ 030 679 34524

3. Packaging Design Authority Organisation & point of contact:

NA

(Where no address is shown please contact the Project Team in Box 2)

☎ NA

4. (a) Supply / Support Management Branch or Order Manager:

Branch/Name: NA

☎ NA

(b) U.I.N. NA

5. Drawings/Specifications are available from: N/A

6. Intentionally Blank

7. Quality Assurance Representative: John Lamb – John.Lamb757@mod.gov.uk

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

8. **AQAPS** and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit <http://dstan.uwh.diif.r.mil.uk/> [intranet] or <https://www.dstan.mod.uk/> [extranet, registration needed].

9. Consignment Instructions The items are to be consigned as follows: N/A

10. Transport. The appropriate Ministry of Defence Transport Offices are:

A. DSCOM, DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH

Air Freight Centre

IMPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943

EXPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943

Surface Freight Centre

IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

EXPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946

B.JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)

JSCS Fax No. 01869 256837

www.freightcollection.com

11. The Invoice Paying Authority

Ministry of Defence, DBS Finance, Walker House, Exchange Flags Liverpool, L2 3YL

☎ 0151-242-2000 Fax: 0151-242-2809

Website is: <https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing>

12. Forms and Documentation are available through *:

Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site, Lower Arncott, Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824)

Applications via fax or email: DESLCSLS-OpsFormsandPubs@mod.uk

*** NOTE**

1. Many **DEFCONS** and **DEFFORMs** can be obtained from the MOD Internet Site:

<https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm>

DEFCONS: <https://www.aof.mod.uk/aofcontent/tactical/toolkit/content/defcons/defcon.htm>

Archived DEFCONS:

<https://www.aof.mod.uk/aofcontent/tactical/toolkit/content/defcons/archive.htm>

DEFFORMS: <https://www.aof.mod.uk/aofcontent/tactical/toolkit/content/defforms/defelec.htm>

Archived DEFFORMS:

https://www.aof.mod.uk/aofcontent/tactical/toolkit/content/defforms/defelec_archive.htm

SC1A <http://aof.uwh.diif.r.mil.uk/aofcontent/tactical/toolkit/content/stancon/template1a.htm>

SC1B <http://aof.uwh.diif.r.mil.uk/aofcontent/tactical/toolkit/content/stancon/template1b.htm>

SC2 <http://aof.uwh.diif.r.mil.uk/aofcontent/tactical/toolkit/content/stancon/template2.htm>

2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.