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**1. PURPOSE**

- 1.1 To 31 July 2021 External Assistance is required to undertake a short-term surge capacity as the programme develops.

**2. BACKGROUND TO THE AUTHORITY**

- 2.1 Ministry of Defence, UK Strategic Command.

**3. BACKGROUND TO REQUIREMENT/OVERVIEW OF REQUIREMENT**

3.1 **REDACTED**

**REDACTED**

**4. DEFINITIONS AND ACRONYMS**

Expression or Acronym	Meaning
MDICP	Multi-Domain Integration Change Programme
UKStratCom	United Kingdom Strategic Command (previously Joint Forces Command, JFC)
Comd UKStratCom	Commander for UKStratCom – 4* lead
HMG	Her Majesty's Government
GFX	Government Furnished Asset
IPR	Intellectual Property Rights

**5. THE REQUIREMENT**

- 5.1 The requirement is for:

5.1.1 **REDACTED** ending on 30 July 2021 to deliver the seven tasks as detailed below, para's 6 and 11.

5.2 Essential Criteria:

- 5.3 Experience of working across the 5 operational domains, Air, Land, Sea, Cyber and Space is essential. There is an expectation that the supplier will have a high level of understanding and awareness of how these are conducted in both an international and domestic context;
- 5.4 **REDACTED** Knowledge transfer from the incumbent supplier to the Authority must be provided at contract closure and the MDICP own the IPR on the artefacts produced.

**6. KEY MILESTONES**

- 6.1 The Provider should note the following project milestones that the Authority will measure the quality of delivery against:

Milestone	Description	Timeframe
1	Defence Targeting Enterprise and Key Element Mapping	31 Jul minus 2 weeks to allow clarification questions to be answered
2	Triage process for criteria	31 Jul minus 2 weeks to allow clarification questions to be addressed.

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3	Design Authority and Implementation Authority relationship pathways	10 working days before <b>REDACTED</b> (currently scheduled 14 Jun 21)
4	Epoch development	10 working days before <b>REDACTED</b> (currently scheduled 14 Jun 21)
5	Process Balance of Investment submissions	31 Jul minus 2 weeks to allow clarification questions to be addressed.
6	Process to inform approvals and investment decisions	31 Jul minus 2 weeks to allow clarification questions to be addressed.
7	Support the mobilisation of further workstreams	If resources and capacity allow

## **7. AUTHORITY'S RESPONSIBILITIES**

- 7.1 The Authority will provide the incumbent suppliers with suitable GFX in the form of MODNET laptops to allow access to the Official Sensitive information required to deliver the outputs contained within this contract. This will be on a temporary loan basis and any GFX offered in support of this contract must be returned to the Authority in full working order upon completion of this contract.

## **8. REPORTING**

- 8.1 Incumbent supplier will provide, in addition to the above milestones, an update to the MDICP Face to Face bi-monthly meetings held at **REDACTED** (address detailed in section for base location)

## **9. CONTINUOUS IMPROVEMENT**

- 9.1 The Supplier will be expected to continually improve the way in which the required Services are to be delivered throughout the Contract duration.
- 9.2 The Supplier should present new ways of working to the Authority during monthly Contract review meetings.
- 9.3 Changes to the way in which the Services are to be delivered must be brought to the Authority's attention and agreed prior to any changes being implemented.

## **10. STAFF AND CUSTOMER SERVICE**

- 10.1 Provider's staff assigned to the Contract shall have the relevant programme management qualification(s) and required experience to deliver the Contract.

## **11. SERVICE LEVELS AND PERFORMANCE**

- 11.1 The Authority will measure the quality of the Supplier's delivery by:
- 11.1.1 Milestones must be met in accordance with the timescales stipulated in this document. The Authority retains the right to request reasonable amendments / re-submission of deliverables if these are not compliant of or fulfil the required specification and or purpose for which they are provided.

**OFFICIAL**  
Statement of Requirements – Annex A  
MDICP Bridging External Assistance Programme Support  
DSCOM/CB/2251

KPI/SLA	Service Area	KPI/SLA description	Target
1	REDACTED	REDACTED	31 Jul minus 2 weeks to allow clarification questions to be answered
2	REDACTED	REDACTED	31 Jul minus 2 weeks to allow clarification questions to be addressed.
3	REDACTED	REDACTED	10 days before <b>REDACTED</b> (currently scheduled 14 Jun 21)
4	REDACTED	REDACTED	10 days before <b>REDACTED</b> (currently scheduled 14 Jun 21)
5	REDACTED	REDACTED	31 Jul minus 2 weeks to allow clarification questions to be addressed.
6	REDACTED	REDACTED	31 Jul minus 2 weeks to allow clarification questions to be addressed.
7	REDACTED	REDACTED	If resource and capacity allow

## 12. SECURITY REQUIREMENTS

- 12.1 Allocated consultants must hold as a minimum; Security Clearance, with at least one assigned consultant holding Developed Vetting.
- 12.2 The Authority, upon entry to its sites retains the rights to search visitors, this must be accepted by the allocated consultants. Entrance to site/premises and to grant access a proof of photo ID along with proof of the security clearance held will need to be provided to the authority in order to book the consultant onto site / premises.

## 13. PAYMENT

- 13.1 The Supplier is required to submit an invoice to the authority on a monthly basis clearly stating the hours and tasks delivered against the contract. Payment will then be made via the Contracting, Purchasing and Finance (CP&F) System upon receipt of a valid and accredited invoice.

13.2 Payment can only be made following satisfactory delivery of pre-agreed certified deliverables and confirmation from the project team that the items invoiced for have been accounted for.

**14. BASE LOCATION**

14.1 In the current COVID climate the Authority is following Government guidelines and supporting home working where it is appropriate to do so. Therefore, home working will be the main location. **REDACTED**