

Serapis Tasking Form

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

To:	Lot 6 Frazer-Nash Consultancy 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 6 DSTL/AGR/SERAPIS/UND/01			
VERSION CONTROL			
V1.0 – Initial Version V1.1 – Amended due to scope revision			
REQUIREMENT			
Proposal Required by:	14/07/2022	Task ID Number:	U103
The Authority Project Manager:	Redacted	The Authority Technical Point of Contact:	Redacted
Task Title:	Support AIntP3 Ratification		
Required Start Date:	20/08/2022	Required End Date:	31/03/2023
Requisition No:	[1000*****]	Budget Range	
TASK DESCRIPTION AND SPECIFICATION			
Serapis Framework Lot	<input 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 checked="" type="checkbox"/> Lot 6: Understand		
Statement of Requirements (SOR) Over the last two years Dstl and our industry partners, have supported Joint User Intelligence Policy Branch in their work to revise STANAG 2433, more commonly known as AIntP-3, The Military Intelligence Data Exchange Concept. Dstl's work to date has supported the UK custodian in a refresh and update of this standard. As a notable uplift, this revision has included an approach enabling machine-to-machine digital exchange of records following the logical approach within that standard. This work has been completed and the custodian has submitted it formally to the NATO group that owns this standard, following which a number of comments were received. The most recent phase of this work continued engagement with JINTWG in support of ratification and responding to the comments received from other nations. This follow-on work will look to progress further and provide ongoing support to aid JU in their efforts to get JINTWG approval for the revised standards, as well as supporting subsequent efforts to push the standard through NATO ratification processes. We anticipate that this support will likely include:			

- Advice during JINTWG meetings and working groups on technical aspects/business rules.
- Preparation of presentational material.
- Support answering questions relating to AlntP-3 during and outside of JINTWG meetings.
- Engagement with US regarding terminology/index ownership.
- Reviewing and advising on comments received from other nations.
- Updates to the text in the standard.
- Other engagement with UK or international partners in support of AlntP-3 work.

Available Funding – Circa £48K.

Procurement Strategy

☐ Lot Lead to recommend ☒ Single Source / Direct Award

Pricing:

☐ Firm Pricing ☐ Ascertained Costs* ☐ Other*

Firm Pricing shall be in accordance with DEFCON 127 and DEFCON 643

Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802.

*only at Authority's discretion

Task IP Conditions

Task IP Conditions (Follow the NIPPY guide to identify your information and IP requirements for each deliverable)	Summary of the Authority's rights in foreground IP (IP generated by the supplier in performance of the contract)
DEFCON 703 <input checked="" type="checkbox"/>	Vests ownership with the Authority
DEFCON 705 Full Rights <input type="checkbox"/>	Enables MOD to share in confidence as GFI or IRC under certain types of agreements. Can be shared in confidence within UK Government.
OTHER IP DEFCONS: 14* <input type="checkbox"/> , 15* <input type="checkbox"/> , 16* <input type="checkbox"/> , 90* <input type="checkbox"/> , 91* <input type="checkbox"/> , 126* <input type="checkbox"/>	Generally only suitable for deliverables at TRL 6 and above.
BESPOKE IP Clause <input type="checkbox"/> *	Details to be added and agreed by IP Group

* Do not use without IPG advice and approval

Please state in this text box if MOD or the customer has a requirement a) that one or more Other Government Departments is able to share confidentially with their own suppliers, b) to publish but you do not think there is a requirement to own or control the deliverable, or c) to share under a procurement Memorandum of Understanding (MOU).*

*If any of these three issues applies, please contact IPG for advice before completing this form. *Listing research MOUs is not required, but can be a helpful courtesy to the supplier.*

DELIVERABLES

<u>Ref</u>	<u>Title</u>	<u>Due by</u>	<u>Format</u>	<u>TRL</u>	<u>Expected classification (subject to change)</u>	<u>Information required in deliverable</u>	<u>IPR DEFCON</u>
D-1	Contract start presentation outlining plans for how requirements will be met.	2 weeks after contract award	Presentation		Redacted	Presentation to Dstl and Joint User.	703
D-2	Monthly report	First report due four weeks after start date, on a monthly basis thereafter	Report (PDF/Word)		Redacted	Summary of progress made over the last month.	703
D-3	Final report	March 2023	Report (PDF/Word)		Redacted	Final report on the work carried out.	703
D-4	Attendance at JINTWG and NATO technical meetings, including preparation of presentation material.	Throughout contract up to March 2023	PPT (if applicable)		Redacted	Material presented and summary report of attendance at JINTWG. Should include e.g. feedback on presentation from other nations, how does this work fit into wider JINTWG activity.	703
D-7	Further updates to standard document following comments from other nations (if applicable).	March 2023	Updated standard document (PDF/Word)		Redacted	Updated standard document.	703

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)

Documentation (e.g. comments from nations) from JINTWG/NATO relating to the revised standard.

Odyssey documentation to support preparation of briefings and providing advice on AlntP3/Odyssey interoperability.

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

The highest classification of this SOR

OFFICIAL ☐ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

The highest expected classification of the work carried out by the contractor

OFFICIAL ☐ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

The highest expected classification of Deliverables/Output

OFFICIAL ☐ OFFICIAL-SENSITIVE ☐ SECRET ☐ TOP SECRET ☐ STRAP ☐ SAP ☐

Is a Security Aspects Letter (SAL) required? (A Security Aspects Letter (SAL) will be required for each Task above Official-Sensitive and above)

Yes ☐ No ☒

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

Cyber Risk Level	Redacted
Risk Assessment Reference	Redacted

ADDITIONAL TERMS AND CONDITIONS APPLICABLE TO THIS CONTRACT

Please ensure all completed forms are copied to Redacted 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	017340-97704L U103 AlntP3 Ratification and Odyssey Interoperability - Frazer-Nash Proposal (SYOS) (attached)		
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			
<p>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.</p>			
Offer of Contract: <i>(to be completed and signed by the Contractor's Commercial or Contract Manager)</i>			
Total Proposal Price in £	£52,442.35		(ex VAT)
Start Date:	22/08/2022	End Date:	15 Mar 2023
Lot Leads Representative	Name	Redacted	
	Tel	Redacted	
	Email	Redacted	
	Date	10/08/2022	
Position in Company	Redacted		
Signature	Redacted		

Core Work – Breakdown

Lot Lead Rates for Task Management Services (TMS)							
Team Name	Member	Role	Activity Type	Rate (£)	Total Hours	LMS recovery per role per hour ('d' element)	Total TMS Cost (£) (Rate x total hours)

Redacted

Work Delivered By Sub-Contractor(s)						
Name of Sub-Contractor	Supplier Type	Activity Description	Team Member Role	Rate (£)	Total Hours	Total Cost (£)
SYOS Engineering Ltd	SME	Workshops and reporting	Redacted	Redacted	Redacted	Redacted
SYOS Engineering Ltd	SME	Workshops and reporting	Redacted	Redacted	Redacted	Redacted
				Total	Redacted	Redacted

Travel, Subsistence, Materials & Equipment					
Travel & Subsistence					
Supplier Name	Spend Type	Description / Rationale	Unit Cost (£)	Quantity	Total Cost (£)
Redacted	Redacted	0	Redacted	1	Redacted
Redacted	Air Travel Redacted	0	Redacted	1	Redacted
		0	Travel & Subsistence Total		Redacted

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

Options – Summary

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	15 August 2022
Requisition Number		RQ0000013206
Contractor's Proposal Number		017340-97704L U103 AIntP3 Ratification and Odyssey Interoperability - Frazer-Nash Proposal (SYOS)
Purchase Order Number		DSTL0000006685
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>		