

ASTRID – TASKING FORM – Part A

Once complete please email the Tasking Form to:

- Official – ASTRID@baesystems.com.
- Official Sensitive – ASTRID@baesystems.r.mil.uk.

Note to Commercial Staff:

ASTRID has been let and is owned by Defence Science & Technology Laboratory (Dstl) and any work placed under it is subject to UK Govt DEFCONs. Full DEFCON definitions can be found here: <https://www.aof.mod.uk/aofcontent/tactical/toolkit/content/defcons/defcon.htm> (note account required to access but easy to set up)

TASKING FORM

To: CORDA	From (Organisation): Navy Command Commercial
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Framework contract number:	DSTL/AGR/01142/01
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Agreed quotation date (if known):	As soon as possible
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REQUIREMENT SUMMARY AND AUTHORITY CONTACTS:

Project Manager (name & telephone)	
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Technical Lead (name & telephone)	
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Commercial Officer (name & telephone)	
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Task title (for Dstl: max 30 characters inc AST/ prefix)	Consulting Support for NC in ABC21, 22 and 23 Mid-Year Submissions
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Anticipated start date	31 July 2020
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Anticipated end date (core work)	31 December 2022
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Anticipated end date (options)	
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Requisition or Purchase Order ref	700928370
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ASTRID task number	
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Task description	Please see attached Statement of Requirement
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SCHEDULE OF REQUIREMENTS:

Brief list of requirements (core and options) – add rows as appropriate (full details appear in the attached Statement of Requirement)

Item No	Core or Option	Description / Title
WP1	Core	Mobilise
WP2	Core	ABC Choice Development
WP3	Core	Choice Prioritisaion and Down-selection
WP4	Core	ABC Course of Action Development and Course of Action Refinement
WP5	Core	ABC Closure and Initial support to next ABC mid-year submission choice development.

Pricing:

Firm Price	<input checked="" type="checkbox"/>
Ascertained cost* *only at Authority's discretion	<input type="checkbox"/>
Firm Pricing shall be in accordance with DEFCON 127 or DEFCON 643 and DEFCON 648 Ascertained Costs shall be in accordance with DEFCON 653 or DEFCON 802.	

Cyber Risk:

Risk level:	Not Applicable
Assessment ref:	RAR-D4GF9RNR
DEFCON 658	<input type="checkbox"/> (applicable for all risk levels except 'N/A')

DEFCONS:

Please confirm which specific DEFCONS are required for the task (Dstl staff click [here](#) for greater DEFCON detail and NIPPY Guidance). If you are unsure, please discuss with your IP contact, or commercial

76	Edn 12/06	Contractor's Personnel at Government Establishments (The Contractor's liability under Condition 3 of DEFCON 76 (Edn 12/06) shall be limited to £50M per incident in accordance with the terms of the agreement between MOD and BAE Systems Plc reference DCS/04/02/32/01/07 dated 17/06/2014).	<input checked="" type="checkbox"/>
91	Edn 11/06	Intellectual Property Rights In Software	<input type="checkbox"/>
703	Edn 08/13	Intellectual Property Rights - Vesting In the Authority To be specified on the Tasking Form	<input type="checkbox"/>
705	Edn 11/02	Intellectual Property Rights - Research and Technology To be specified on the Tasking Form	<input type="checkbox"/>

Acceptance or rejection of deliverables

This **MUST** match the number of days stated in the SOR. The default for reports is 'up to 30 days', and the default for software is 'up to 60 days'. Please specify if requesting different and discuss with commercial

524	Edn 10/98	Rejection	30	days
525	Edn 10/98	Acceptance For the Purposes of schedule of requirements item 2 of this Contract the period for acceptance and rejection of deliverables shall be specified within the Tasking Form at Annex D.	30	days

DELIVERABLES:

Please see attached SOR for full details

GFX:

Yes

No

If yes, please see attached SOR for full details of equipment / information / facilities

Security Classification of the Work: (delete as appropriate*)

UK Official Sensitive

**Failure to delete unnecessary higher classifications will result in delays at the firewall*

The overarching ASTRID contract contains a Security Aspects Letter (SAL) covering tasks up to Official Sensitive at quotation stage. If the Statement of requirement (SOR) is a higher classification, please complete the relevant SAL and send with this tasking form and SOR.

If this is the case, please tick the box to indicate you are attaching a separate SAL for your task

Any task placed as a result of your quotation will be subject to the Terms and Conditions of Dstl contract number DSTL/AGR/01142/01

ASTRID – TASKING FORM – Part C**1. Offer of Contract:** *(to be completed by Authority Commercial Services)*

Commercial Officer:	Angela Benneworth	Tel:	0300 1526 849
Vendor Agreement No (if applicable):			
Purchase Order Number:	To be advised		
Start date (T0) is deemed to be:		If preferred, CORDA has given permission for you to amend the table in Part B to show actual due dates. If you make any changes, please change the font to RED and draw attention to them in the 'comments & clarifications' box below.	

Commercial comments and clarifications to proposal:

Commencement date amended from 1 to 21 September 2020 in line with contract signing.

Commercial Approval:	
Date:	
Please Note: Task Authorisation to be issued by Authority Commercial Services Department once the Vendor Agreement and Purchase Order numbers have been inserted. Any work carried out prior to issue is at the Contractor's own risk	

2. Unqualified Acceptance of Offer made in Part C.1 above: *(to be completed by the Prime Contractor and returned to Authority's Commercial Services)*

Name:		Tel:	
Position in Company:			
Signature :		Date:	

ABC TECHNICAL SUPPORT STATEMENT OF REQUIREMENT (26 JUN 20)

TLB/ALB: TLB

Project or Programme: Technical Support

Pre-Sourcing Reference: PST/00967

Consultancy Category: Technical Support

Statement of Requirement

New contract to extend current Technical Support in order to support Navy Command in ABC 21, 22 & 23 mid-year submissions, including support to Command Balance of Investment in support.

Navy Command will start to prepare for ABC 21 in early Jul 20. Specialist technical support is required to support ABC 21, as well as supporting to the costing of the RN Proposition through the Command Balance of Investment process. This work will be repeated in FY21/22 (ABC 22) and FY 22/23 (ABC 23).

Following the work conducted in support of ABC19 and ABC20, this work will utilise the established Whiteboard/Blackboard processes introduced to the Command. The Navy is recognised as having the most mature evidence-based balance of investment process and understanding within Defence, and the Navy Executive Committee (NEC) is keen to maintain this.

Given the risks and opportunities within the Navy Portfolio the Command needs to continue to consider a strategic balance of investment exercise, exploring changes in Outputs and more tactical measures arising from the last 12 months.

The process will be informed by multiple workshops and reference documents including the Defence Capability Assessment Register, the ABC21 proposition, the involving Navy Transformation plan and Defence & Command Plan priorities. Each FY, the support to the ABC process will conclude with a Single Integrated Priority List (SIPL) and a mid-year submission owned and shaped by the NEC and Navy Board.

The intention is to ensure that future ABC planning rounds reduce the reliance on support by providing additional training and improved usability of supporting tooling which is covered in this Business Case.

Requirements

Navy Command require technical support to achieve the following:

1. Revise the existing Multi-Criteria Decision Analysis framework that was used in support of the ABC mid-year submission to cover the evolving strategy, timeline and respond to potential integrated Review requirements.
2. Extend the existing Command Balance of Investment Choice templates and information repository to coordinate, manage and whiteboard and blackboard Choices, to support the ABC process and subsequent analysis.
3. Examine the cost base and outputs, to seek opportunities to drive further costs out of the programme.
4. Facilitate workshops to identify structure, capability, resilience, personnel and transformation choices for all Navy Command 1* areas. It is recognised that some choices will be tactical and strategic.
5. Facilitation of SRO, RSO and budget holder scoring panels at NCHQ to evaluate choices against the prioritisation criteria (including compilation, analysis and evaluation of associated risks).
6. Prioritise and categorise the Choices into a Single Integrated Priority List.
7. Facilitate a series of NEC engagements including a down-selection workshop to select which choices should be taken forward to the development of Balance of Investment Courses of Actions (COAs).
8. Development of COAs and analysis against the Command operations, strategic and capability risks.

These requirements are proposed as 5 work packages:

For each FY the output from the Technical support can be described in 5 work packages. The dates in brackets show the FY ABC cycle:

WP1: Mobilise. Refresh the existing process and framework to accommodate the Navy Command narrative, strategy and Integrated Review requirements. This will include a schedule, process and criteria, and repository.

- Deliverable WP1: ABC process framework presentation to NEC (Jul).

WP2: ABC Choice Development. Facilitation of choice identification workshops across Navy Command areas. Deliverable is completed Choice templates for all measures and data incorporated into the database. Status report provided to ACOS RP.

- Deliverable WP2: Choice templates completed for all measures and data incorporated into the database. Status report provided to ACOS RP (mid-Sept).

WP3: Choice Prioritisation and Down-selection. Facilitate the scoring of all choices in support of MCDA. The scoring workshops will assure commonality of approach and the utilisation of military judgement. Facilitate a weighting workshop to elicit weights that can be applied to the criteria to prioritise the Choices. Use MCDA to prioritise and categorise the Choices to support Choice down-selection and COA development.

- Deliverable WP3: NEC prioritisation and down-selection. Prioritised lists presented to Navy Executive Committee (Sept).

WP4: ABC Course of Action Development and Course of Action Refinement. From the outcomes of work packages 1 to 3 and direction from the NEC identify a series of affordable COAs that represent different balances and emphasis across the portfolio. Each CoA will have impact analysis completed against, at a minimum, DCAR, Proposition and Strategic Risks.

- Deliverable WP4.1: CoA Development for NEC. CoAs developed and presented to Navy Executive Committee with associated analysis and impact report (Oct).
- Deliverable WP4.2: CoA Refinement and Submission. Refined CoAs, or single COA, presented to Navy Executive Committee with analysis and impact report in support of the mid-year submission (Oct).

WP5: ABC Closure and Initial support to next ABC mid-year submission choice development. From the outcomes of WP4.2 support the initial shaping of the next ABC mid-year submission through the Command Balance of Investment process.

- Deliverable WP5.1: ABC 21 Closure Summary. Recycled COAs in support of ABC 21 and the supporting Command Investment Strategy (Mar).
- Deliverable WP5.2: Overview of ABC 21 Balance of Investment with initial options. Support to the development of the ABC 21 Balance of Investment process including initial measures selection (Mar).

All deliverables will be provided in “soft” copy. Powerpoint slide decks are acceptable. All outputs shall be considered LIMDIS (Limited Distribution)