



**MANATŪ KAUPAPA  
WAONGA**

**NEW ZEALAND  
MINISTRY OF DEFENCE**

**Protected Mobility  
Capability Project**

**Utility Vehicle –  
Medium/Light  
Request for Proposal**

Part Two  
Statement of Requirements

Appendix 3

**Contract Data Requirements List  
and  
Data Item Descriptions**

Released under the Official Information Act 1982

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# Part 1 - Contract Data Requirements List (CDRL)

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## Explanatory Note

1. The Contract Data Requirements List (CDRL) at Part 1 of this document lists the Contract Data items and defines the schedule for each Contract Data item delivery.
2. The supporting Data Item Descriptions (DIDs) are at Part 2 of this document. The DIDs specify the format, content, preparation and delivery requirements for each of the Contract Data items. Clause 7 of the draft Acquisition Contract defines the requirements for the provision of Contract Data under the Contract once it is established.
3. There are three uses for Contract Data items:
  - a. Proposal Evaluation. One of the DIDs (DID PROJ-1.11) solicits information that will be used for the RFP evaluation only. Although there may be clarification of the content and some of the information may be subsequently agreed for transfer to other Contract Data items (e.g., Plans), the update or redelivery of this data deliverable is not part of any subsequent contract arrangement, and it will not be included in Annex C of the Contract when it is signed.
  - b. Contract Baseline Documents. There are two types of Contract Data items that establish the Contract baseline.
    - (1) those in the first category subsequently become part of the Acquisition Contract (i.e., are draft Annexes to the Contract). These are the Detailed Specification (DID PROJ-1.8), the Statement of Work (DID PROJ-1.9) and the Government Furnished Materiel List (DID ILS-5.1); and
    - (2) the second category are DIDs that specify plans that define how the Acquisition Contract would be managed and performed. Once these are Accepted by the Crown, then they may only be varied by the process defined in clause 7.2 of the Acquisition Contract.

Both categories are submitted as part of the Proposal in 'draft' form and are assessed during the evaluation of Proposals. These Contract Data items may be subsequently negotiated further with the preferred Respondent. The term "DRAFT at Proposal" is used for the initial draft delivery date and means that the data product is expected to be substantially complete (albeit subject to any negotiation). An example from another product or a brief summary is acceptable if "EXAMPLE at Proposal" is stated. The CDRL and applicable DID will define when later versions of that Contract Data item must be provided as part of subsequent Acquisition Contract performance.
  - c. Contract Data Deliverables. Some Contract Data items will be delivered by the successful Contractor once under contract (e.g., Monthly Reports). Some are marked "EXAMPLE at Proposal" and the examples will be used to evaluate Proposals. Some are marked "INFO ONLY for Proposal" and these Contract Data items are not required as part of the Proposal submission. These DIDs are included in the CDRL to assist the Respondent to assess and estimate the price of the work under the Acquisition Contract for supplying these future deliverables. The CDRL and DIDs are subsequently included in Annex C of the Contract and will be updated to remove the Proposal-only DIDs.
4. Where a hard copy(s) is stipulated, the hard copies are only required as part of the final deliverable. Only an electronic version is required at Proposal.
5. Where the description "Contractor" is used in the DIDs, this also means:
  - a. the "Respondent" for the purposes of the Proposal submissions; and

b. the “Preferred Respondent” during contract negotiations.

6. Where the term “the Contract” is used in the CDRL and DIDs, this means the Acquisition Contract.

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## Table: Contract Data Requirements List (CDRL)

DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
DID PROJ-1.1	<a href="#">Project Management Plan</a>	DRAFT at Proposal	Contract Execution Date of Acquisition Contract	As required, in accordance with clause 15.1 of the Contract
DID PROJ-1.2	<a href="#">Project Schedule</a>	DRAFT at Proposal (outline of major tasks and milestones)	Contract Execution Date of Acquisition Contract	As required
DID PROJ-1.3	<a href="#">Project Quality Plan</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required
DID PROJ-1.4	<a href="#">Risk Management Plan</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required
DID PROJ-1.5	<a href="#">Security Plan</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required
DID PROJ-1.6	<a href="#">Monthly Progress Reports</a>	INFO ONLY for Proposal  Draft to be provided by 15 <sup>th</sup> of first full calendar month	First report within five Business Days after the end of the first full calendar month after the Contract Execution Date of the Acquisition Contract.  Thereafter, monthly within five Business Days of each month end.	
DID PROJ-1.7	<a href="#">Meetings and Reviews Documentation</a>	INFO ONLY for Proposal  Agenda: Draft 10 Business Days prior to relevant Meeting or Review.  Minutes: Draft five Business Days after relevant Meeting or Review	Agenda: Two Business Days prior to relevant Meeting or Review.  Minutes: Final after 10 Business Days.	

DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
DID PROJ-1.8	<a href="#">Detailed Specification</a>	DRAFT at Proposal	Converted to form part of the Contract Technical Specification at Annex B, prior to Contract Execution Date of Acquisition Contract	As required, utilising the Contract Change process, per clause 15.5 of the Contract.
DID PROJ-1.9	<a href="#">Statement of Work</a>	DRAFT at Proposal	Converted to form the Contract Statement of Work at Annex A, prior to Contract Execution Date of Acquisition Contract	As required, utilising the Contract Change process
DID PROJ-1.10	<a href="#">Verification Cross Reference Index (VCRI)</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required
DID PROJ-1.11	<a href="#">C4I Integration Proposal</a>	FINAL at Proposal	N/A	N/A
DID ECP-2.1	<a href="#">Systems Engineering Plan</a>	DRAFT at <del>Shortlist / Negotiations Proposal</del>	Contract Execution Date of Acquisition Contract	As required
DID ECP-2.2	<a href="#">Configuration Management Plan</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required
DID ECP-2.3	<a href="#">Electromagnetic Environmental Effects Control Plan</a>	EXAMPLE at Proposal	Contract Execution Date of Acquisition Contract	As required
DID ECP-2.4	<a href="#">TEMPEST Control Plan</a>	EXAMPLE at Proposal	Contract Execution Date of Acquisition Contract	As required
DID ENG-3.1	<a href="#">Engineering Drawing Index</a>	EXAMPLE at Proposal	For each variant, two months after Final Design Review of that variant	As required
DID ENG-3.2	<a href="#">Engineering Drawing Package</a>	EXAMPLE at Proposal and confirmation of whether 3D dataset and/or manufacturing drawings will be provided.	For each variant, two months prior to first vehicle of that variant delivery in New Zealand	As required



DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
DID ENG-3.3	<a href="#">Circuit Diagrams</a>	EXAMPLE at Proposal	For each variant, two months after Final Design Review of that variant	As required
DID ENG-3.4	<a href="#">Equipment Layout Diagrams</a>	EXAMPLE at Proposal	For each variant, two months prior to first vehicle of that variant delivery in New Zealand	As required
DID ENG-3.5	<a href="#">Communication System Schematic</a>	EXAMPLE at Proposal	For each variant, two months after Final Design Review of that variant	As required
DID ENG-3.6	<a href="#">Complete Equipment Schedule Illustrations</a>	INFO ONLY for Proposal  Two months after confirmation of CES (via Provisioning Conference)	For each variant, two months prior to first vehicle of that variant delivery in New Zealand	As required
DID ENG-3.7	<a href="#">Configuration Records</a>	EXAMPLE at Proposal	For each vehicle, at Acceptance of that vehicle	As required
DID ENG-3.8	<a href="#">Antenna Compatibility Analysis</a>	EXAMPLE at Proposal	For each variant, two months after Final Design Review of that variant	As required following any subsequently agreed design change
DID ENG-3.9	<a href="#">Failure Mode, Effects and Criticality Analysis</a>	EXAMPLE at Proposal	Three months after Final Design Review of the last variant	As required following any subsequently agreed design change
DID ENG-3.10	<a href="#">Weight, Balance and Stability Analysis</a>	EXAMPLE at Proposal	For each variant, three months after the Final Design Review for that variant	As required following any subsequently agreed design change
DID ENG-3.11	<a href="#">Safety Assessment Report</a>	EXAMPLE at Proposal.  Final draft two months before first of each variant delivery.	Three months after Final Design Review of the last variant	As required
DID TEST-4.1	<a href="#">Master Test Plan</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required

DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
DID TEST-4.2	<a href="#">Test Plans</a>	INFO ONLY for Proposal  Relevant Test Programme -60 Business Days	Relevant Test Programme Commencement -20 Business Days	As required
DID TEST-4.3	<a href="#">Test Procedures</a>	INFO ONLY for Proposal  Relevant Test Programme -20 Business Days	Relevant Test -5 Business Days	As required
DID TEST-4.4	<a href="#">Test Reports</a>	INFO ONLY for Proposal  Draft to be provided as part of DID TEST-4.2 (Test Plans)	Relevant Test +10 Business Days	As required
DID TEST-4.5	<a href="#">Electrical Load Test Plan</a>	EXAMPLE at Proposal	Relevant Test Programme Commencement -20 Business Days	As required
DID TEST-4.6	<a href="#">Electromagnetic Environmental Effects Test Plan</a>	EXAMPLE at Proposal	Relevant Test Programme Commencement -20 Business Days	As required
DID TEST-4.7	<a href="#">Roll Over Protection Structure Report</a>	INFO ONLY at Proposal  Draft to be provided five Business Days before Preliminary Design Review of each variant	For each variant, one month after Final Design Review of that variant	As required
DID TEST-4.8	<a href="#">Cyber Vulnerability Report</a>	If Contractor has this information,	For each variant, one month after Final Design Review of that variant	As required

DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
		EXAMPLE at Proposal		
DID ILS-5.1	<a href="#">Government Furnished Materiel List</a>	DRAFT at Proposal	Agreed GFM included in Annex J (GFM List) of Contract	As required, utilising the Contract Change process
DID ILS-5.2	<a href="#">Codification</a>	EXAMPLE at Proposal	Already codified items: NSN provided in Complete Support Equipment Price Catalogue in Annex E of Contract. Items not already codified: Two months after relevant Crown Provisioning Notice.	On order of any new items of equipment
DID ILS-5.3	<a href="#">Manufacturers Recommended Spares List</a>	DRAFT at Proposal	One month prior to the relevant Provisioning Conference	As required – see clause 6 of the Contract
DID ILS-5.4	<a href="#">Recommended Support and Test Equipment List</a>	DRAFT at Proposal	One month prior to the relevant Provisioning Conference	As required – see clause 6 of the Contract
DID ILS-5.5	<a href="#">Packaging Handling Storage and Transportation Data</a>	INFO ONLY for Proposal  Two months after Contract Execution Date of Acquisition Contract	Final Provisioning Conference	As required
DID ILS-5.6	<a href="#">Human Machine Interface Analysis Report</a>	INFO ONLY for Proposal  Draft, for each variant, five Business Days before the Final Design Review of that variant.	For each variant, one month after Final Design Review of that variant	As required
DID ILS-5.7	<a href="#">Facilities Data</a>	If Contractor has this information, EXAMPLE at Proposal	Four months after Contract Execution Date of Acquisition Contract	As required

DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
DID ILS-5.8	<a href="#">Material Safety Data Sheets</a>	EXAMPLE at Proposal	For each variant, three months after Final Design Review of that variant	As required
DID ILS-5.9	<a href="#">Reliability, Availability and Maintainability Data</a>	EXAMPLE at Proposal	For each variant, three months after Final Design Review of that variant	As required
DID ILS-5.10	<a href="#">Pass Through Warranty Information</a>	EXAMPLE at Proposal	For each variant, one month after Final Design Review of that variant	As required
DID PUB-6.1	<a href="#">Operator Manuals</a>	EXAMPLES at Proposal  Draft: Two months prior to start of the relevant training course	Four months after completion of respective training course	As required
DID PUB-6.2	<a href="#">Equipment maintenance manuals</a>	EXAMPLES at Proposal  Draft: Two months prior to start of the relevant training course	Four months after completion of respective training course	As required
DID PUB-6.3	<a href="#">Support and Test Equipment Manuals</a>	EXAMPLES at Proposal  Draft: Two months prior to start of the relevant training course	Four months after completion of respective training course	As required
DID PUB-6.4	<a href="#">Illustrated Parts Catalogue</a>	EXAMPLES at Proposal  Draft: Two months after initial Provisioning Conference	For each variant, two months before delivery of first vehicle of that variant	As required

DID number	Deliverable	Initial draft delivery date	Date by which Contract Data item must have been Accepted by Crown	Updated version delivery date
DID PUB-6.5	<a href="#">Tie Down Scheme for Maritime, Air and Rail Transportation</a>	If Contractor has this information, EXAMPLE at Proposal	For each variant, two months before delivery of first vehicle of that variant	As required
DID TRA-7.1	<a href="#">Training Plan</a>	DRAFT at Shortlist / Negotiations	Contract Execution Date of Acquisition Contract	As required
DID TRA-7.2	<a href="#">Training Package</a>	INFO ONLY for Proposal  90 Business Days prior to commencement of the first training course	20 Business Days prior to commencement of the first training course	As required
DID TRA-7.3	<a href="#">Pre-Course Information</a>	INFO ONLY for Proposal  Four months prior to commencement of each relevant training course	Two months after completion of each training course (as part of DID TRA-7.2)	As required

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## Part 2 - Data Item Descriptions

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## Section 1 – Project Plans

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# DID PROJ-1.1 – Project Management Plan

REFERENCE NUMBER <b>DID PROJ-1.1</b>	TITLE: <b>PROJECT MANAGEMENT PLAN</b>
DESCRIPTION/PURPOSE: The Project Management Plan describes how the Contractor will organise, plan and control the Project.	
ISSUE DATE: Draft: Proposal. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Project Management Plan **may** be in the Contractor's layout.
2. The Project Management Plan **shall** be written in English.
3. The Project Management Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Project Management Plan **shall** describe how the Contractor intends to organise, plan and control the Project.
5. The Project Management Plan **shall** show the interrelationship between the management plans used to control the Project and describe the mechanism(s) by which the Contractor proposes to ensure that the various plans are consistent.
6. The Project Management Plan **shall**:
  - a. provide a detailed description of the Contractor's Project organisation;
  - b. document, at a summary level, the process and techniques used to coordinate and manage the entire Project, with specific reference to other management plans (as applicable);
  - c. describe organisational relationships and responsibilities within the Contractor's organisation including how the Contractor maintains a safe and healthy working environment for its employees and on-site Crown personnel;
  - d. describe the process for the selection and management of Major Subcontractors, including the following:
    - (1) identity of each Major Subcontractor;
    - (2) tasks and responsibilities of each Major Subcontractor;
    - (3) city location of each Major Subcontractor's facilities; and



- (4) management of the Contractor to Major Subcontractor relationships;
- e. identify the locations where the equipment deliverables will be positioned for all work in support of the Contract, including manufacture, test and evaluation; and
- f. identify key personnel who will be assigned to the Project, with a description of their:
  - (1) responsibilities for this Project and for any other customers;
  - (2) level of authority relating to the Project;
  - (3) qualifications and experience; and
  - (4) fluency in English.

7. As a minimum, key personnel **shall** be identified for the following areas of responsibility:

- a. Contract Management – management of the Contractor to Crown relationship, the primary point of contact with the Crown in relation to contract matters
- b. Project Management – overall day-to-day management of the Project and delivery of contracted outputs in accordance with the contracted schedule
- c. Engineering/Design – managing all non-recurring engineering and new design
- d. Testing – management of testing programme relating to all contract deliverables
- e. Through Life Support – management of the establishment of through life support arrangements

8. The Project Management Plan **shall** identify:

- a. any related documents used for reference and provide links or copies of each such related document if not already provided to the Crown; and
- b. other plans or documents that expand upon this Plan in greater detail.

#### QUANTITY

9. The Contractor shall provide one electronic copy.

## DID PROJ-1.2 – Project Schedule

REFERENCE NUMBER <b>DID PROJ-1.2</b>	TITLE: <b>PROJECT SCHEDULE</b>
DESCRIPTION/PURPOSE:  The Project Schedule describes the Contractor’s plan for the Project timeline, and how the activities to be undertaken by the Contractor are identified as definable events and how they are sequenced. It is updated monthly to reflect actual progress.	
ISSUE DATE:  Draft: Proposal (outline of major tasks and significant milestones, sufficient to show critical path).  Final: Contract Execution Date of Acquisition Contract.	

### FORMAT

1. The Project Schedule **may** be in the Contractor’s layout.
2. The Project Schedule **shall** be written in English.
3. The Project Schedule **shall** be delivered in the format of one electronic copy in Microsoft® Project, compatible with version 2016.

### CONTENT

4. For the Proposal submission, the draft Project Schedule must be to a level of detail sufficient for the Crown to gain an understanding of the Contractor’s proposed schedule, and must include a clear critical path.
5. The final Project Schedule is as agreed during negotiation of the Contract and is the initial baseline for the delivery of the Utility Vehicles and associated Contract Deliverables.
6. The Project Schedule **shall** be a portrayal of the tasks, durations, dependencies, linked activities, resources, floats and constraints associated with the Contractor’s performance of the Contract.
7. The Project Schedule **shall** include all applicable definable events and tasks throughout the entire scope of the Project from Contract Execution Date of the Acquisition Contract to Acceptance by the Crown of the last Contract Deliverable under the Acquisition Contract, excluding any follow-on through life support arrangements that may be offered or applicable.
8. The Project Schedule **shall** depict key events as milestones, such as:
  - a. all Systems Requirements Reviews (SRR), if any;
  - b. all Preliminary Design Reviews (PDR), if applicable;
  - c. all Critical Design Reviews (CDR), if applicable and if any;

- d. all Final Design Reviews (FDR), if applicable;
- e. ordering of major material;
- f. receipt of major material;
- g. manufacture/fabrication/assembly/integration;
- h. ILS reviews, including Provisioning Conferences;
- i. test and evaluation milestones including, if applicable, Factory Acceptance Tests (FAT) and Test Readiness Reviews (TRR);
- j. delivery of all Systems and associated other Contract Deliverables;
- k. delivery of Support Equipment;
- l. delivery of training courses;
- m. delivery and commissioning of training devices, if any;
- n. delivery of all other Contract Deliverables;
- o. Acceptance of all Systems and associated other Contract Deliverables;
- p. Acceptance of all Support Equipment;
- q. Acceptance of training courses;
- r. Acceptance of Training Devices, if applicable;
- s. Acceptance of all other Contract Deliverables;
- t. all Milestones specified in the proposed Schedule of Payments; and
- u. other major events or internal sign-off steps that the Contractor may select that represent the accomplishment of critical technical and management steps towards completion of the Contract Deliverables.

9. The delivery location for all physical Contract Deliverables (excluding documentation, training courses and any training devices) will be in Trentham Military Camp, Upper Hutt, New Zealand.

10. For the Proposal submission, the Contractor **shall** use 11 June 2024 as the indicative Contract Execution Date of the Acquisition Contract to baseline the entire schedule.

11. The Project Schedule **shall** include the tasks and milestones required from Major Subcontractors, with each Major Subcontractor clearly identified.

12. Project Schedule tasks **shall** have unique identifiers.

#### **QUANTITY**

13. The Contractor shall provide one electronic copy.

## DID PROJ-1.3 – Project Quality Plan

REFERENCE NUMBER <b>DID PROJ-1.3</b>	TITLE: <b>PROJECT QUALITY PLAN</b>
DESCRIPTION/PURPOSE: The Project Quality Plan describes the Contractor's, and the Contractor's proposed Major Subcontractor's, quality processes.	
ISSUE DATE: Draft: at Shortlist / Negotiations. Final: Contract Execution Date of Acquisition Contract.	

### FORMAT

1. The Project Quality Plan **may** be in the Contractor's layout.
2. The Project Quality Plan **shall** be written in English.
3. The Project Quality Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

### CONTENT

4. The Project Quality Plan **shall** include, for the Contractor and Major Subcontractors:
  - a. a description, with supporting evidence, of its quality system, organisation and certification;
  - b. a description of the organisational responsibilities for the quality control obligations under the Contract;
  - c. for the Contractor specifically, a description of the process by which the particular provisions of the Contract relating to quality will flow down to Major Subcontractors including indicative dates of audits and the organisation carrying out the audit, for example the Contractor or any third-party;
  - d. a description of the review or corrective process; and
  - e. details of the key duty holders for quality.
5. The Project Quality Plan **shall** provide details of all planned inspections and witness/hold points relating to the activities relevant to the Contract undertaken by the Contractor and Major Subcontractors (as applicable).
6. The Project Quality Plan **shall** describe the Contractor's Material Review Board and Tool Control programmes (as applicable).
7. The Project Quality Plan **shall** demonstrate that the Contractor and its Major Subcontractors have in place appropriate quality processes, which meet international

standards relating to System manufacturing, engineering, maintenance and modification (as applicable).

8. The Project Quality Plan **shall** identify:
  - a. any related documents used for reference, and provide links to them or copies of the same where the Crown does not already have copies of such referenced documents; and
  - b. other plans or documents that explain the Project Quality Plan in greater detail.

#### **QUANTITY**

9. The Contractor shall provide one electronic copy.

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# DID PROJ-1.4 – Risk Management Plan

REFERENCE NUMBER <b>DID PROJ-1.4</b>	TITLE: <b>RISK MANAGEMENT PLAN</b>
DESCRIPTION/PURPOSE: The Risk Management Plan describes how the Contractor will plan, control and manage risks associated with the Contract.	
ISSUE DATE: Draft: at Shortlist / Negotiations. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Risk Management Plan **may** be in the Contractor's layout.
2. The Risk Management Plan **shall** be written in English.
3. The Risk Management Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Risk Management Plan **shall** include, as a minimum:
  - a. a description of the Contractor's approach to risk management on the Project;
  - b. a description of steps in the Contractor's risk management process;
  - c. allocation of risk management responsibilities; and
  - d. an initial risk register based on:
    - (1) a risk assessment of the Project, identifying high-level risks, including risks associated with Major Subcontractors;
    - (2) a priority for each risk based on likelihood and impact;
    - (3) a risk treatment action plan, showing the position responsible for taking action; and
    - (4) specific assessment of logistics risks related to support from sub-contractors and vendors and shipping deliverables to New Zealand.
5. The Risk Management Plan **shall** describe the level of visibility and input that will be provided to the Crown throughout the Project (e.g., Crown participation in Risk Reviews, Crown ability to nominate risks, etc.).

6. The Risk Management Plan **shall** identify any related documents used for reference and provide links to them or copies of the same where the Crown does not already have copies of such referenced documents.

**QUANTITY**

7. The Contractor shall provide one electronic copy.

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# DID PROJ-1.5 – Security Plan

REFERENCE NUMBER <b>DID PROJ-1.5</b>	TITLE: <b>SECURITY PLAN</b>
DESCRIPTION/PURPOSE: The Security Plan describes the procedures for managing, handling, processing and controlling sensitive and classified material.	
ISSUE DATE: Draft: at Shortlist / Negotiations. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Security Plan **may** be in the Contractor's format.
2. The Security Plan **shall** be written in English.
3. The Security Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

### Material Security

4. For sensitive and classified equipment and material the Security Plan **shall** identify the following:
  - a. the security classification system used;
  - b. the authority chain, including any delegated and sub-delegated responsibilities;
  - c. storage and handling procedures for information, documentation and equipment;
  - d. procedures used by the Contractor and Major Subcontractors, for the security vetting of personnel that will have access to sensitive and classified material;
  - e. procedures used by the Contractor and Major Subcontractors, for the security accreditation of project work areas that will be used for the processing and storage of sensitive and classified material;
  - f. procedures used by the Contractor and Major Subcontractors for the audit of their security measures and procedures and base of last audit;
  - g. procedures in the event of compromise;
  - h. destruction requirements for:



- (1) any paper or other material on which there is writing or on which there are marks, figures, symbols or perforations having a meaning for persons or machines qualified or able to interpret them;
- (2) any disk, tape, software, database and any other article or material from which sound, images, writing or messages are capable of being reproduced with or without the aid of any other article or device;
- (3) any survey, sketch, plan, drawing, certificate of title and any other certificate or record used for any conveyance for security purposes; and
- (4) any information kept by means of any mechanical, electronic or other device.

### Physical Security

5. The Security Plan **shall** describe:
  - a. the security measures and procedures to control and record access to secure areas;
  - b. the security clearances required by Crown, and Major Subcontractor personnel;
  - c. the procedures used by the Contractor and Major Subcontractors, for the security vetting of personnel that will have access to secure areas;
  - d. the procedures used by the Contractor and Major Subcontractors, for the security accreditation of project work areas that will be used for the processing and storage of sensitive and classified material; and
  - e. the procedures and approvals for handling Cryptographic Controlled items (CCI) including the Communications Security (ComSec) accounts that will hold CCI at the required locations for integration design and testing. Note for Respondents: This may be included in the C4I Integration Proposal (DID PROJ-1.11) for the Proposal but will be included in the Security Plan if agreed for the Acquisition Contract.
6. The Security Plan **shall** identify:
  - a. any related documents used for reference and provide links to them or copies of the same where the Crown does not already have copies of such referenced documents; and
  - b. other plans or documents that explain the Security Plan in greater detail.

### Defence Security Requirements

7. The Contractor **will** be required to gain accreditation with NZDF under the Defence Industry Security Programme once a Contract is approved, or have equivalent accreditation that is recognised by the NZDF. Information about the Defence Industry Security Programme is available at [www.nzdf.mil.nz/what-we-do/dss/security/disp-faq.htm](http://www.nzdf.mil.nz/what-we-do/dss/security/disp-faq.htm) <https://www.nzdf.mil.nz/nzdf/working-with-us/defence-industry-security-programme/>. The Contractor **shall** explain in the Security Plan how this will be managed.

### **QUANTITY**

8. The Contractor shall provide one electronic copy.

## DID PROJ-1.6 – Monthly Progress Reports

REFERENCE NUMBER <b>DID PROJ-1.6</b>	TITLE: <b>MONTHLY PROGRESS REPORTS</b>
DESCRIPTION/PURPOSE: The Monthly Progress Reports describe the means by which Project status is reported, and potential problems are highlighted, to the Crown.	
ISSUE DATE: Final: Monthly (on a calendar month basis), within five Business Days of each month end, commencing once the first full calendar month after Contract Execution Date has passed.	

### FORMAT

1. The Monthly Progress Reports **may** be in the Contractor's layout.
2. The Monthly Progress Reports **shall** be written in English.
3. The Monthly Progress Reports **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

### CONTENT

4. Each Monthly Progress Report **shall** include the following information at a minimum:
  - a. executive summary of the status of significant issues;
  - b. updates to the project schedule showing actual progress against forecast progress;
  - c. a summary of significant work activities in the period from the last report to the current report;
  - d. a report on significant problems experienced and potential problems that may arise that could affect cost, quality or schedule. The report **shall** include a description of the problems, the impact on the Project to date, and the Contractor's proposed remedial actions;
  - e. a summary of action items requiring either Contractor or Crown action;
  - f. Contract Change Proposals being prepared, submitted or received;
  - g. requests for deviation submitted or responses received;
  - h. status reporting on the development and delivery of the items to be delivered under the Contract;
  - i. status reporting on the New Zealand Industry Programme, where applicable;
  - j. an update of the Project risk register detailing any changes in the status of identified risks or any new risks; and

- k. a description of forecast project activity for the next two months and anticipated Crown commitment.
5. The Monthly Progress Report **shall** reference the tasks and milestones in DID PROJ-1.2 (Project Schedule).
  6. The Monthly Progress Report **shall** reference other agreed Contract Data Items as required.

**QUANTITY**

7. The Contractor shall provide one electronic copy each month.

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# DID PROJ-1.7 – Meetings and Reviews Documentation

<p>REFERENCE NUMBER</p> <p><b>DID PROJ-1.7</b></p>	<p>TITLE:</p> <p><b>MEETINGS AND REVIEWS DOCUMENTATION</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Meetings and Reviews Documentation describes the documents that will be provided by the Contractor for all meetings and reviews held during the Project.</p>	
<p>ISSUE DATE:</p> <p>Agenda: 10 Business Days prior to relevant Meeting or Review.</p> <p>Minutes: Draft at five Business Days after the relevant Meeting or Review, Final at 10 Business Days after the relevant Meeting or Review.</p> <p>Action Item Register: Updated five Business Days prior to the relevant Meeting or Review and at other times, as requested by the Crown.</p>	

## FORMAT

1. The Meetings and Reviews Documentation **may** be in the Contractor's format.
2. The Meetings and Reviews Documentation **shall** be written in English.
3. The Meetings and Reviews Documentation **shall** be delivered in an electronic format capable of being edited, read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Meetings and Reviews Documentation **shall**, as a minimum, include the documentation listed below.

### Agenda

5. The Contractor **shall**, for each proposed meeting, conference or review, produce a separate draft Agenda.
6. The draft Agenda **shall** as, a minimum, include:
  - a. the purpose of the meeting/review;
  - b. the date and time of the proposed meeting/review;
  - c. the location of meeting/review;
  - d. the proposed list of attendees – Contractor and Crown;
  - e. the list of meeting/review topics, arranged in order of presentation;
  - f. the requested input and participation by the Crown; and

- g. the allotted time for each topic.

7. Should the Crown require changes to the draft Agenda, the Contractor **shall** amend the Agenda accordingly and reissue it to all parties as soon as reasonably practicable and in any event at least one Business Day before the meeting.

#### Minutes

8. The Contractor shall, for each proposed meeting, conference or review, produce Minutes.

9. The draft Minutes shall be produced for each meeting, conference or review within five Business Days of the event, and provided to the Crown for agreement that they are a true and accurate record of the meeting, conference or review.

10. The final Minutes shall be updated for each meeting, conference or review and passed to the Crown within 10 Business Days of the event.

11. For Project meetings the Minutes **shall**, as a minimum, include:

- a. a copy of the agenda;
- b. a list of attendees;
- c. a summary of meeting topics;
- d. a record of the discussions;
- e. a record of any decisions; and
- f. a record of Action Items with the party responsible and an agreed timeline for resolution of such Action Items.

12. For technical reviews/conferences the Minutes **shall**, to the extent that it is applicable to document the actual review, include:

- a. a copy of the agenda;
- b. a list of attendees;
- c. a description (Technical Review Item);
- d. source Material, including paper copies of presentation material;
- e. supporting handouts and reports;
- f. a record of Action Items and responsibilities; and
- g. individuals assigned responsibility for each Action Item with the associated resolution dates.

#### Action Item Register

13. The Contractor **shall** maintain an Action Item Register to provide an ongoing register of all Action Items from each meeting, conference or review. The Action Item Register **shall**, as a minimum, include:

- a. a unique Action Item identification number and subject;
- b. an issue date and closure/target date for each Action Item;

- c. a summary of action to perform; and
- d. the person responsible for completing the Action Item.

**QUANTITY**

- 14. The Contractor shall provide one electronic copy of each item.

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# DID PROJ-1.8 – Detailed Specification

<p>REFERENCE NUMBER</p> <p><b>DID PROJ-1.8</b></p>	<p>TITLE:</p> <p><b>DETAILED SPECIFICATION</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Detailed Specification describes the design, configuration, manufacturing and performance requirements of the Contract Deliverables provided under the Acquisition Contract. The successful Respondent's Detailed Specification, as updated during contract negotiations, will subsequently form part of the <b>Technical Specification</b> in Annex B of the Contract.</p> <p>The Technical Specification will consist of two parts. The agreed requirements from the Statement of Requirements will become Part 1 of the Technical Specification at Annex B of the Contract. The final, agreed, response to this DID will be Part 2 of the Technical Specification at Annex B of the Contract.</p>	
<p>ISSUE DATE:</p> <p>Draft: Proposal.</p> <p>Final: During negotiation of the Acquisition Contract, to be converted into part of the Contract Technical Specification prior to Contract Execution Date.</p>	

## FORMAT

1. The Detailed Specification **may** be in the Contractor's format.
2. The Detailed Specification **shall** be written in English.
3. The Detailed Specification **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Detailed Specification **shall** be a full detailed specification that describes each Utility Vehicle variant as a whole (each, a 'System' – see Terms and Conditions) and associated equipment, including Spares and Support and Test Equipment (S&TE), proposed to be delivered under the Acquisition Contract; including:
  - a. a technical description of the System; its systems and subsystems, including:
    - (1) the nomenclature of items to be used, including make, model and version number;
    - (2) the part number for all main supply items and significant materiel items; and
    - (3) the software version loaded (if applicable);
  - b. the performance characteristics and functionality of the System, its systems and subsystems with specific cross-reference to the requirements that are defined in the Statement of Requirements;

- c. specifications, standards and manufacturing processes used to design and produce the System, systems and subsystems;
- d. the design methods and reference standards or specifications used to design the System, systems and subsystems; and
- e. software specifications for the System (if applicable).

System/Subsystem Performance

5. The Detailed Specification **shall** describe the System's performance in accordance with the Statement of Requirements.

**QUANTITY**

6. The Contractor shall provide one electronic copy.

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# DID PROJ-1.9 – Statement of Work (Acquisition Contract)

REFERENCE NUMBER <b>DID PROJ-1.9</b>	TITLE: <b>STATEMENT OF WORK (ACQUISTION CONTRACT)</b>
DESCRIPTION/PURPOSE:  The Statement of Work (Acquisition Contract) describes the work to be done in developing or producing the Contract Deliverables. The successful Respondent's Statement of Work (Acquisition Contract) will be negotiated and converted into the Statement of Work that forms Annex A to the Contract.	
ISSUE DATE:  Draft: Proposal.  Final: During negotiation of the Acquisition Contract, to be converted into the Contract Statement of Work prior to the Contract Execution Date.	

## FORMAT

1. The Statement of Work (Acquisition Contract) **may** be in the Contractor's format.
2. The Statement of Work (Acquisition Contract) **shall** be written in English.
3. The Statement of Work (Acquisition Contract) **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Statement of Work (Acquisition Contract) **shall** define (either directly or by reference to other documents) all work (non-Specification) elements of contractor effort for the Contract Deliverables (including, for the avoidance of doubt, all work the Contractor subcontracts).
5. For each task, the Contractor shall detail the following:
  - a. the work to be performed under the Acquisition Contract, split into design, prototype and test, production, test, delivery and support activities;
  - b. the performance requirements for the work, stated in terms of desired results; and
  - c. the locations of the activities and the organisation responsible for performing the task.
6. The following major activities shall be included, but the Statement of Work is not limited to:
  - a. a summary of the activities defined in the Systems Engineering Plan;

- b. a summary of the programme of testing and verification, per the Master Test Plan, including testing, analyses, and production of subsequent reports;
- c. a summary of the delivery of the Training Plan;
- d. stowage and loading trials;
- e. mobility and stability testing and demonstrations;
- f. activities to achieve homologation with the New Zealand Transport Agency (NZTA);
- g. integration of the relevant C4I systems into all vehicles. Note for Respondents: This may be included in the C4I Integration Proposal (DID PROJ-1.11) for the Proposal, but will be included in the Statement of Work if agreed for the Acquisition Contract;
- h. work to develop and validate the Roll Over Protection Structure requirements, including for the UV-M General Service Troop Carrying modules; and
- i. delivery of the Safety Programme per the System Safety Plan defined in the Systems Engineering Plan (DID ENG-2.1) with identification of the safety reviews that occur with Crown participation.

7. The tasks in the Statement of Work (Acquisition Contract) shall use the terminology and unique identifiers for tasks that are used in the Contract Terms and Conditions, Project Schedule and any Contract Work Breakdown Structure.

#### **QUANTITY**

8. The Contractor shall provide one electronic copy.

# DID PROJ-1.10 – Verification Cross Reference Index

REFERENCE NUMBER <b>DID PROJ-1.10</b>	TITLE: <b>VERIFICATION CROSS REFERENCE INDEX</b>
DESCRIPTION/PURPOSE: The Verification Cross Reference Index describes how the Contractor will verify that each element of the Technical Specification and Statement of Work has been fully met.	
ISSUE DATE: Draft: at Shortlist / Negotiations. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Verification Cross Reference Index **may** be in the Contractor's layout.
2. The Verification Cross Reference Index **shall** be written in English.
3. The Verification Cross Reference Index **shall** be delivered in an editable electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™.

## CONTENT

4. The Verification Cross Reference Index **shall** indicate the intended method of compliance for each element in the Technical Specification.
5. The Verification Cross Reference Index **shall** describe the Method, the Location and the Procedure for verifying each element.
6. The definitions and abbreviations listed in the following sections **shall** be used.

## VERIFICATION METHOD DEFINITIONS

7. Analysis (A): Analysis shall be defined as the evaluation of data using analytical techniques such as equations, formulas, statistics, charts, modelling or probability theory and/or the review of information to verify that a specified requirement has been met. Analysis is the review of 'Data' to confirm that a requirement has been achieved. It does not involve the real equipment.
8. Inspection (I): Inspection shall be defined as a visual verification that existing data, components, equipment, systems and installations conform to the requirements documentation to which they were produced. Inspections do not require components or equipment to be operating. Inspection is a simple activity that does not require a test procedure or a detailed test report. The outcome may simply be written agreement that the requirement has been achieved. The VCRI method of 'Inspection' also covers 'Demonstration' in the Statement of Requirement / Part 1 of the Technical Specification.

9. Test (T): Test **shall** be defined as an instrumented or non-instrumented test of components, equipment, or installations to verify that a specified requirement has been met. Tests are defined physical activities that involve the actual equipment. Success is determined by observing the real-time results of the test or by performing post-test data reduction or data analysis. Tests scheduled to be undertaken during the Project shall be described in the Project Schedule and the Master Test Plan and associated sub-DIDs. Tests may also be further defined by the Test Plans and in some cases have Test Procedures. Test Reports are required to document the verification outcomes.

10. Equivalence (E): Equivalence **shall** be defined as evidence drawn from other products/projects/programmes showing that equipment or Systems meet performance requirements. Donor projects/programmes could be military or civilian and evidence could be from external parties, including design recognition by other authorities. Equivalence is a verification of 'Data'. i.e. it does not involve any physical testing. The verification is accomplished via written agreement that the design has been recognised as being substantially similar to other designs that have been already qualified.

~~10.11.~~ Certification (C). Certification **shall** be defined as the formal documentation (Certificates) that attest the compliance against requirements. Certification may originate from the Contractor, a sub-contractor, vendors or third-party regulatory authorities.

#### VERIFICATION LOCATION DEFINITIONS

~~11.12.~~ Data (D): Data verifications **shall** include those ~~Inspections and Analyses~~ that are performed on documentation and data at any time other than 'Design Review'.

13. Design Review (R): Design Review verifications shall include the proofs that are furnished and agreed during formal Design Reviews to verify that the design will meet the requirement. All Design Review verifications are a sub-set of the verifications of 'Data'. Design Review is specifically identified as a subset location to aid the subsequent development of the agendas for the design reviews.

~~12.14.~~ Laboratory (L): Laboratory verifications **shall** include any testing that is not performed on the complete System. Laboratory verifications **shall** include System Integration Facility testing, Production Reliability Acceptance testing, Qualification testing (Hardware and Software), BIT Assessment testing and Subsystem EMI testing.

~~13.~~ Design Review (R): ~~Design Review verifications shall include the proofs that are furnished and agreed during formal Design Reviews to verify that the design will meet the requirement.~~

15. System Testing (ST): System Testing verification shall include the activities that occur on the complete System in locations such as proving grounds, test facilities, or during Factory Acceptance Tests. The VCRI method of 'System Testing' also covers 'Trial' in the Statement of Requirement / Part 1 of the Technical Specification.

#### PROJECT PHASE

~~14.16.~~ The Contractor **shall** identify the appropriate phases of the Project where the requirements are to be verified with reference to the activities in the Systems Engineering Plan, Master Test Plan and Project Schedule.

~~15.17.~~ The Verification Cross Reference Index (VCRI) shall have 'Prototype' and 'Production' columns. The Prototype column shall define the verification applicable to the 'first-of-type' aspects, including for all variants. The Production column shall define the sub-set of verification that is applicable to and therefore, repeated on, each unit of production.

**QUANTITY**

16.18. The Contractor shall provide one electronic copy.

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# DID PROJ-1.11 – C4I Integration Proposal

REFERENCE NUMBER <b>DID PROJ-1.11</b>	TITLE: <b>C4I INTEGRATION PROPOSAL</b>
DESCRIPTION/PURPOSE: The C4I Integration Proposal describes the offer that the Respondent makes for the integration of Command, Control, Communications, Computing and Intelligence (C4I) systems into the Utility Vehicles.	
ISSUE DATE: Draft: Not Applicable Final: Proposal.	

## FORMAT

1. The C4I Integration Proposal **shall** be in the Contractor's layout.
2. The C4I Integration Proposal **shall** be written in English.
3. The C4I Integration Proposal **shall** be delivered in an editable electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The C4I Integration Proposal **shall** describe the approach that the Respondent proposes for the procurement, design, prototyping, testing, production and installation (collectively the 'C4I scope') of the C4I systems in all variants of Utility Vehicles.
5. The C4I Integration Proposal **shall** be a response to, and be based upon, the information and concepts outlined in the 'C4I Integration Information' at RFP Part 2, Enclosure 4.
6. The C4I Integration Proposal **shall** be consistent with all other elements of the Proposal. If any aspect of the C4I Integration Proposal invalidates any other aspect of the Proposal then the difference **shall** be clearly described in the C4I Integration Proposal.
7. The C4I Integration Proposal **shall** include (without limitation):
  - a. the identities and C4I experience of the Contractor and its proposed Subcontractors (including Suppliers);
  - b. the roles proposed for the Contractor and its Subcontractors (including Suppliers), the Crown and L-3 Harris to deliver the C4I scope;
  - c. Controlled Cryptographic Item (CCI) handling and storage arrangements, including where and when CCI will be required and an indication of whether the Contractor's government is likely to support CCI transfers to national Communications Security (COMSEC) accounts (per requirements at DID PROJ-1.5 Security Plan);

- d. the design process for C4I Integration including Design Reviews and test facilities (per requirements at DID ECP-2.1 Systems Engineering Plan);
- e. the locations for all design and prototype and testing activities for the for C4I Integration, including TEMPEST testing;
- f. the high-level schedule that synchronises with milestones in the Project Schedule (DID PROJ-1.2);
- g. the design practices and/or specifications that will be employed to minimise risks of Electro Magnetic Interference (EMI), TEMPEST, co-site interference, radiation hazards, antenna shadowing and adverse effects to radio performance. This may include the information on the vehicle's existing EMI characteristics, design specifications to be used, antenna locations and separation, description of shielding, cable specifications, bulkhead penetrations and physical separation of cables;
- h. the design approach proposed to ensure that the human – machine interface factors are considered, including viewing angles of displays, obscuration of other vehicle equipment or external visibility, reach, lighting and audibility of speakers;
- i. information that is required to be provided by the Crown and/or L-3-Harris;
- j. any perceived export control restrictions (e.g., International Traffic in Arms Regulations (ITAR)) that will apply to the Respondent's C4I Integration Proposal;
- k. confirmation of the Government Furnished Materiel (GFM) to be provided by the Crown pertaining to the C4I Integration (refer RFP Part Two, Enclosure 4 for a the potential GFM that has been identified but this may not be the full list of GFM that is required);
- l. the suggested sequencing of the L-3 Harris 'Platform Site Survey' (refer RFP Part Two, Enclosure 4) into the design process;
- m. an outline of proposed prototype installations (e.g. antenna locations) and testing (including Radio Frequency co-site surveys);
- n. the processes and controls to assure and document the outcomes for safety aspects of the C4I Integration (including Radiation Hazards and equipment restraint in the vehicles);
- o. the production installation activities and sequencing for the "fitted for but not with" installations;
- p. a description of suggested Contractor furnished equipment (e.g., the mount for the EUD / docking station, radio frequency, data and power cables, mounting hardware and mounting provisions in the vehicle, cable connectors and back shells and some couplers, filters and splitters); and
- q. what obligations the Respondent is not prepared to assume under the Contract, for the outcomes of the integrated performance of the Utility Vehicles and the C4I systems.

## QUANTITY

8. The Contractor shall provide one electronic copy.

## Section 2 – Engineering Control Plans

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# DID ECP-2.1 – Systems Engineering Plan

REFERENCE NUMBER <b>DID ECP-2.1</b>	TITLE: <b>SYSTEMS ENGINEERING PLAN</b>
DESCRIPTION/PURPOSE: The Systems Engineering Plan shall provide details of the Contractor's (including sub-contractors) design organisation and approach to engineering integration and coordination throughout the Project.	
ISSUE DATE: Draft: <u>Shortlist / Negotiations</u> Proposal. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Systems Engineering Plan **may** be in the Contractor's layout.
2. The Systems Engineering Plan **shall** be written in English.
3. The Systems Engineering Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Systems Engineering Plan **shall** describe the Contractor's organisational structure that is offered to promote a systems approach to the engineering effort for the Utility Vehicles and associated deliverables (e.g., training devices, if any).
5. The Systems Engineering Plan shall include the following three elements:
  - a. **Contractor Design Organisation**, which shall include:
    - (1) details of the responsibilities and authorities of key officials in the organisation;
    - (2) lines of authority;
    - (3) name of Chief Designer, or person fulfilling the duties and responsibilities of Chief Designer, including approving the exit from reviews;
    - (4) linkages between the Contractor's design organisation and the design organisations of subcontractors (including suppliers);
    - (5) accreditations or other approvals of Design Authority granted by other sources or government agencies; and
    - (6) the level of prior experience within the Contractor's organisation in the application of the proposed framework.
  - b. **Contractor Design Management System**, which shall include:

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- (1) description of the systems engineering framework to be used by the Contractor, with reference to any internationally recognised standard(s);
  - (2) description of the approach that will be used for technical programme planning and control for the Utility Vehicles, including:
    - (a) Design, Build and Acceptance (Test) Reviews (including for each variant as applicable) and the control and Contractor sign-off procedures and the proposed degree of Crown participation. Entry criteria and exit criteria for each Design, Build and Acceptance Review are also to be stated.
    - (b) Description of all Systems Engineering activities that are required to adapt existing Utility Vehicle designs to meet the Contract requirements. This is to include, but is not limited to:
      - i. integration of Command, Control, Communications, Computers and Intelligence (C4I) systems;
      - ii. Roll Over Protection Structures including the removable Troop Carrying modules on the UV-M General Service variant;
      - iii. modifications for Right Hand Drive (if any); and
      - iv. modifications to the Cab Chassis of the vehicles (if any);
  - (3) mechanisms and procedures to manage and control the integration of specialist design/engineering activities;
  - (4) interface control procedures between the differing work areas (particularly associated with any sub-contractors);
  - (5) Systems safety planning. Describe the Contractor's plans to identify, evaluate and manage system safety hazards and their associated risks throughout the system life cycle. The Contractor shall develop the System Safety Programme Plan in accordance with MIL-STD-882E Task 102 or any equivalent approved by the Crown;
  - (6) procedures for the management and control of design documentation and technical data items (including any proprietary data);
  - (7) internal design validation and verification review mechanisms such as peer review, walk-throughs and design sign-off procedures;
  - (8) Technical Audits (including Functional Configuration Audits and Physical Configuration Audits). Refer Contract clause 16;
  - (9) any external (independent) technical and quality reviews and audits;
  - (10) procedures and plans for design certification, with reference to the Master Test Plan (DID TEST-4.1), as appropriate; and
  - (11) production, manufacturing and process control mechanisms.
- c. **Design Resource Management**, which shall include:
- (1) description of the specialist engineering personnel who will be involved;

- (2) description of the records such as technical data libraries and any software development libraries that will maintained after delivery and/or transferred to the Crown;
- (3) description of any integration tools such as test and evaluation laboratories, equipment, rigs, hot mock-ups and computer simulations;
- (4) description of any computer-based design and management tools; and
- (5) description of the computer software support environments for any safety or mission critical software, including compilers, linkers, assemblers, editors, debuggers and other support tools.

**QUANTITY**

6. The Contractor shall provide one electronic copy.

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# DID ECP-2.2 – Configuration Management Plan

REFERENCE NUMBER <b>DID ECP-2.2</b>	TITLE: <b>CONFIGURATION MANAGEMENT PLAN</b>
DESCRIPTION/PURPOSE: The Contractor shall provide a Configuration Management Plan that details the processes that shall be used to maintain configuration control of each variant of the Utility Vehicle (UV).	
ISSUE DATE: Draft: at Shortlist / Negotiations. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Configuration Management Plan **may** be in the Contractor's layout.
2. The Configuration Management Plan **shall** be written in English.
3. The Configuration Management Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Configuration Management Plan **shall** identify the processes the Contractor will undertake maintain control of the configuration of deliverables, including equipment/hardware, software, firmware and Contract Data items.
5. The Configuration Management Plan **shall** reference the requirements of clause 15.2 of the Contract.
6. The Configuration Management Plan shall describe:
  - a. how the Contractor's configuration management programme is organised, including configuration management responsibilities;
  - b. the methods, procedures and controls that will be used to assure effective configuration identification, change control, status accounting and audits of configuration (including Technical Audits referred to in clause 16 of the Contract); and
  - c. how and when configuration management responsibilities and records will be transferred to the Crown.
7. The following DIDs are also relevant to configuration control and the Configuration Management Plan shall define the management processes to ensure that these Contract Data Items will be maintained as part of the configuration baseline:
  - a. Engineering Drawing Index (DID ENG-3.1);
  - b. Engineering Drawing Package (DID ENG-3.2);

- c. Circuit diagrams (DID ENG-3.3);
- d. Equipment Layout Diagrams (DID ENG-3.4);
- e. Communication System Schematic (DID ENG-3.5);
- f. Complete Equipment Schedule Illustrations (DID ENG-3.6); and
- g. Configuration Records (DID ENG-3.7).

**QUANTITY**

- 8. The Contractor shall provide one electronic copy.

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# DID ECP-2.3 – Electromagnetic Environmental Effects Control Plan

REFERENCE NUMBER <b>DID ECP-2.3</b>	TITLE: <b>ELECTROMAGNETIC ENVIRONMENTAL EFFECTS CONTROL PLAN</b>
DESCRIPTION/PURPOSE: The Electromagnetic Environmental Effects Control Plan shall describe how the Contractor will control Electromagnetic Environmental Effects (EEE) on each variant of the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The Electromagnetic Environmental Effects Control Plan **may** be in the Contractor's layout.
2. The Electromagnetic Environmental Effects Control Plan **shall** be written in English.
3. The Electromagnetic Environmental Effects Control Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Electromagnetic Environmental Effects Control Plan shall describe how the Contractor will control Electromagnetic Environmental Effects, including:
  - a. Electromagnetic Interference (EMI);
  - b. Electromagnetic Compatibility (EMC);
  - c. Electromagnetic Vulnerability (EMV);
  - d. Hazard of Electromagnetic Radiation to Ordnance (HERO);
  - e. Hazard of Electromagnetic Radiation to Personnel (HERP);
  - f. Hazard of Electromagnetic Radiation to Fuels (HERF);
  - g. Lightning;
  - h. Precipitation Static; and
  - i. Electrostatic Discharge.
5. The Electromagnetic Environmental Effects Control Plan shall include:

- a. a list of standards and specifications that the Contractor will use during the design and installation of equipment;
- b. test methods for validation of EEE control measures; and
- c. the management process(es) the Contractor will use to ensure that the installed equipment satisfies the EEE requirements specified.

**QUANTITY**

6. The Contractor shall provide one electronic copy.

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# DID ECP-2.4 – TEMPEST Control Plan

REFERENCE NUMBER <b>DID ECP-2.4</b>	TITLE: <b>TEMPEST CONTROL PLAN</b>
DESCRIPTION/PURPOSE: The TEMPEST Control Plan describes how the Contractor will provide and install equipment into the Command and Control Variants of the Utility Vehicle (UV) to satisfy the TEMPEST requirements defined in the Contract.	
ISSUE DATE: Draft: Contract Negotiation. Final: Contract Execution Date of Acquisition Contract.	

## FORMAT

1. The TEMPEST Control Plan **may** be in the Contractor's layout.
2. The TEMPEST Control Plan **shall** be written in English.
3. The TEMPEST Control Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The TEMPEST Control Plan **shall** describe how the Contractor will design, provide and install equipment so that the UV will satisfy the TEMPEST requirements of the Statement of Requirements. The TEMPEST requirements pertain to all subsystems including, Command, Control, Communications, Computers and Intelligence (C4I) systems installed in the Utility Vehicles.
5. The TEMPEST design requirements are defined in Requirement 1.1.2-05 in the Statement of Requirements. These design requirements are in accordance with CNSSAM TEMPEST/01-13 (U) "RED/BLACK Installation Guidance" (available from <https://cryptome.org/2014/10/cnssam-tempest-1-13.pdf>) and as modified by the NZ Addendum to US CNSSAM TEMPEST/01-13 which is provided as reference information per the listing at Serial #46 at Annex G to the Statement of Requirements.
6. The TEMPEST Control Plan shall describe the installation standard(s) and procedures that the Contractor will use during the design and installation of equipment into the UV Command and Control variants to ensure compliance with the TEMPEST design requirements.

## QUANTITY

7. The Contractor shall provide one electronic copy.



## Section 3 – Engineering Data

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## DID ENG-3.1 – Engineering Drawing Index

REFERENCE NUMBER <b>DID ENG-3.1</b>	TITLE: <b>ENGINEERING DRAWING INDEX</b>
DESCRIPTION/PURPOSE: The Contractor shall provide an Engineering Drawing Index that shows the hierarchical structure and groupings of engineering drawings associated with the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: Two months after Final Design Review of each variant.	

### FORMAT

1. The Engineering Drawing Index data **may** be in the Contractor's layout.
2. The Engineering Drawing Index data **shall** be written in English.
3. The Engineering Drawing Index data **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ or Microsoft Office™ .

### CONTENT

4. An Engineering Drawing Index presents the hierarchical structure and interdependence of the engineering drawings associated with the work carried out by the Contractor during the period of the Contract. The requirement is to provide the Crown with a structured list of all drawings associated with UV, including those associated with each variant, installation of equipment, and production of support facilities and equipment.
5. The Contractor shall provide an Engineering Drawing Index that identifies all drawings by name and number. The Engineering Drawing Index shall be updated with the current Revision state of each drawing.

### QUANTITY

6. The Contractor shall provide one electronic copy of the Draft (Example).

6.7. The Contractor shall provide one electronic copy as a complete **Final** set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices with distributed access via servers.

# DID ENG-3.2 – Engineering Drawing Package

REFERENCE NUMBER <b>DID ENG-3.2</b>	TITLE: <b>ENGINEERING DRAWING PACKAGE</b>
DESCRIPTION/PURPOSE: The Engineering Drawing Package (EDP) describes the technical information the Contractor shall provide in order for the Crown to support the in-service management of the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example of Drawings at Proposal and confirmation of whether 3D dataset and/or manufacturing drawings will be provided. Final: For each variant, two months prior to first vehicle of that variant delivery in New Zealand.	

## FORMAT

1. The EDP **may** be in the Contractor's layout.
2. The EDP **shall** be written in English.
3. The EDP **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using any of the formats listed below.

## CONTENT

4. The Contractor **shall** deliver an EDP for each UV variant, training aid, specialist tool and test equipment. The EDP shall include approved design, test and production descriptions and documentation sufficient to technically define the elements to permit maintenance, and procurement of component parts without further need for research or development.
5. The contents of the EDP **shall** include Level 3 drawings to include the following:
  - a. detailed drawings;
  - b. assembly drawings and parts lists; and
  - c. exploded assembly drawings that are used in the Illustrated Parts Catalogues.
6. The Contractor **shall** compile the elements of the EDP electronically in any of the following formats:
  - a. Drawing formats, in order of preference:
    - (1) AutoDesk Inventor .IDW
    - (2) AutoDesk Inventor .DWG
    - (3) AutoCaD .DWG

- b. Parts Lists: Microsoft Excel format.
7. As part of the design reviews, the Contractor **shall** deliver to the Crown a draft summary level EDP of the relevant vehicle systems to assist in compliance evaluation.
  8. The Contractor **may** deliver an EDP sufficient to technically define the elements to permit the manufacture of components without further need for research or development together with the rights for the Crown to use this information in accordance with clause 31.2 of the Contract.
  9. The Contractor **may** provide a 3D dataset of drawings. A 3D dataset is only a deliverable where it exists and is easily provided within the Contract Price. If providing a 3D dataset, the preferred format is STEP/STP.

## QUANTITY

10. The Contractor shall provide one electronic copy of the Draft (Example).

40.11. The Contractor shall provide one electronic copy as a complete Final set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices with distributed access via servers.

## DID ENG-3.3 – Circuit Diagrams

REFERENCE NUMBER <b>DID ENG-3.3</b>	TITLE: <b>CIRCUIT DIAGRAMS (ELECTRICAL, HYDRAULIC &amp; PNEUMATIC)</b>
DESCRIPTION/PURPOSE: The Contractor shall provide circuit diagrams for each variant of the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: For each variant, two months after Final Design Review of that variant.	

### FORMAT

1. The Electrical, Hydraulic & Pneumatic Circuit Diagrams **may** be in the Contractor's layout.
2. The Electrical, Hydraulic & Pneumatic Circuit Diagrams **shall** be written in English.
3. The Electrical, Hydraulic & Pneumatic Circuit Diagrams **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using any of the formats listed below.

### CONTENT

4. The Contractor shall provide electrical, hydraulic and pneumatic circuit diagrams for each UV variant that reflects all equipment installed under the Contract.
5. The Contractor shall deliver drawings to the Crown in the following formats, in order of preference:
  - a. AutoCad .DWG, or
  - b. AutoDesk Inventor .DWG
6. The Contractor shall produce all drawings in metric measurement format (Contract clause 44.12 refers).

### QUANTITY

7. The Contractor shall provide one electronic copy of the Draft (Example).
- 7.8. The Contractor shall provide one electronic copy as a complete Final set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices with distributed access via servers.

## DID ENG-3.4 – Equipment Layout Diagrams

REFERENCE NUMBER <b>DID ENG-3.4</b>	TITLE: <b>EQUIPMENT LAYOUT DIAGRAMS</b>
DESCRIPTION/PURPOSE: The Contractor shall provide diagrams detailing the layout of equipment within the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: For each variant, two months prior to first vehicle of that variant delivery in New Zealand.	

### FORMAT

1. The Equipment Layout Drawings **may** be in the Contractor's layout.
2. The Equipment Layout Drawings **shall** be written in English.
3. The Equipment Layout Drawings **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using any of the formats listed below.

### CONTENT

4. The Contractor shall provide diagrams to detail the layout of all stowed equipment within each UV variant. The diagrams may include tables of contents for stowage locations and photographs.
5. The Contractor shall deliver drawings to the Crown in the following formats, in order or preference:
  - a. AutoCaD .DWG
  - b. AutoDesk inventor .DWG, or
  - c. High resolution (3 MB) raster images, in any of the below file types:
    - (1) Portable Network Graphic .PNG
    - (2) Joint Photographic experts Group .JPG
    - (3) Portable Document Format . PDF, either standard or layered.

### QUANTITY

6. The Contractor shall provide one electronic copy of the Draft (Example).

6.7. The Contractor shall provide one electronic copy as a complete Final set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and

support contractor information technology equipment, including mobile devices with distributed access via servers.

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# DID ENG-3.5 – Communications System Schematic

REFERENCE NUMBER <b>DID ENG 3.5</b>	TITLE: <b>COMMUNICATIONS SYSTEM SCHEMATIC</b>
DESCRIPTION/PURPOSE: The Contractor shall provide a vehicle Communications System Schematic outlining the architecture of the communication and data systems for each variant of the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: For each variant, two months after Final Design Review of that variant.	

## FORMAT

1. The Communications System Schematic **may** be in the Contractor's layout.
2. The Communications System Schematic **shall** be written in English.
3. The Communications System Schematic **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™.

## CONTENT

4. The Communications System Schematic shall provide the Crown with schematic diagrams of the Contractor's proposed communication system for each variant of the UV. The schematics shall depict the system layouts in each variant. This includes the intended location of all communications equipment (e.g., radios) and all connected items (e.g., antennas, End User Devices, etc.).
5. Communications System Schematics shall be in either of the following formats, in order of preference:
  - a. AutoCaD .DWG
  - b. AutoDesk inventor .DWG

## QUANTITY

6. The Contractor shall provide one electronic copy of the Draft (Example).

~~6.7.~~ The Contractor shall provide one electronic copy as a complete **Final** set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.



# DID ENG-3.6 – Complete Equipment Schedule Illustrations

REFERENCE NUMBER <b>DID ENG-3.6</b>	TITLE: <b>COMPLETE EQUIPMENT SCHEDULE ILLUSTRATIONS</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Complete Equipment Schedules (CES) Illustrations in support of the UV.	
ISSUE DATE: Draft: Two months after confirmation of CES (via Provisioning Conference). Final: For each variant, two months prior to first vehicle of that variant delivery in New Zealand.	

## FORMAT

1. The CES Illustrations **may** be in the Contractor's layout.
2. The CES Illustrations **shall** be written in English.
3. The CES Illustrations **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ and/or Microsoft Office™.

## CONTENT

4. The Contractor shall provide the necessary illustrations and descriptions of Contractor supplied items to enable the Crown to complete its Complete Equipment Schedules. The Complete Equipment Schedules illustrations need to provide sufficient detail to allow operators, support and maintenance personnel to identify Basic Issue Items and components used on all variants.
5. CES Illustrations shall be delivered in any of the following formats, High Resolution (3MB) Raster images or any of the below file types:
  - a. Portable Network Graphic .PNG
  - b. Joint Photographic experts Group .JPG
  - c. Portable Document Format . PDF, either standard or layered.

## QUANTITY

6. The Contractor shall provide one electronic copy as a complete set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.

## DID ENG-3.7 – Configuration Records

REFERENCE NUMBER <b>DID ENG-3.7</b>	TITLE: <b>CONFIGURATION RECORDS</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Configuration Records for the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: For each vehicle, one month before delivery of vehicle.	

### FORMAT

1. The Configuration Records **may** be in the Contractor's layout.
2. The Configuration Records **shall** be written in English.
3. The Configuration Records **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™ or Microsoft Word™.

### CONTENT

4. The Configuration Records shall identify and record the serial numbers of serialised equipment installed on each UV. The Configuration Records shall also record any manufacturing concessions, deviations or waivers relating to that equipment or to its installation in each UV.

### QUANTITY

5. The Contractor shall provide one electronic copy of the Draft (Example).

5.6. The Contractor shall provide one electronic copy as a complete **Final** set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.

# DID ENG-3.8 – Antenna Compatibility Analysis

REFERENCE NUMBER <b>DID ENG-3.8</b>	TITLE: <b>ANTENNA COMPATIBILITY ANALYSIS</b>
DESCRIPTION/PURPOSE: The Antenna Compatibility Analysis demonstrates Antenna compatibility and interference modelling particular for each variant of the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: For each variant, two months after Final Design Review of that variant.	

## FORMAT

1. The Antenna Compatibility Analysis **may** be in the Contractor's layout.
2. The Antenna Compatibility Analysis **shall** be written in English.
3. The Antenna Compatibility Analysis **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™ or Adobe Acrobat™.

## CONTENT

4. The Antenna Compatibility Analysis shall demonstrate that the antenna layout has been optimised to minimise interference on or degradation of UV systems.
5. The Contractor shall provide an Antenna Compatibility Analysis for each variant of the UV.

## QUANTITY

6. The Contractor shall provide one electronic copy of the Antenna Compatibility Analysis.

# DID ENG-3.9 – Failure Mode, Effects and Criticality Analysis

REFERENCE NUMBER <b>DID ENG-3.9</b>	TITLE: <b>FAILURE MODE, EFFECTS AND CRITICALITY ANALYSIS</b>
DESCRIPTION/PURPOSE: The Failure Mode, Effects and Criticality Analysis (FMECA) will outline potential failure mechanisms associated with the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: Three months after Final Design Review of the last variant.	

## FORMAT

1. The FMECA report **may** be in the Contractor's layout.
2. The FMECA report **shall** be completed by subsystem.
3. The FMECA report **shall** be written in English.
4. The FMECA report **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™ or Adobe Acrobat™.

## CONTENT

5. The FMECA is only a deliverable where such data already exists or is easily collated.
6. The FMECA shall identify potential failure mechanisms associated with a systems design and architecture, and the effects and consequences on system reliability.
7. The analyses shall go down to the lowest level of indenture for which original equipment manufacturer (OEM) reliability data and failure information is available. For all developmental items the analyses shall go down to the component level. Where the Contractor has identified specific equipment, the analyses shall follow the hardware approach, otherwise the functional approach can be adopted.
8. The Contractor shall carry out a Failure Mode Effects and Criticality Analysis at the System level to identify the following:
  - a. system weaknesses;
  - b. potential failure mechanisms and causes;
  - c. effects and consequences of failures on system reliability; and
  - d. safety critical components with a single point of failure and steps that have been taken to mitigate the risk.

**QUANTITY**

9. The Contractor shall provide one electronic copy of the FMECA.

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# DID ENG-3.10 – Weight, Balance and Stability Analysis

REFERENCE NUMBER <b>DID ENG-3.10</b>	TITLE: <b>WEIGHT, BALANCE AND STABILITY ANALYSIS</b>
DESCRIPTION/PURPOSE: The Weight, Balance and Stability Analysis shall provide information on the centre of gravity and the impact of installation and removal of equipment from the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Final: For each variant, three months after the Final Design Review for that variant.	

## FORMAT

1. The Weight, Balance and Stability Analysis **may** be in the Contractor's layout.
2. The Weight, Balance and Stability Analysis **shall** be written in English.
3. The Weight, Balance and Stability Analysis **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Contractor shall provide the Weight, Balance and Stability Analysis to define the centre of gravity, the distribution of weight across axles and to define the impact that the installation or removal of equipment will have on the weight, balance and stability of each UV variant.

## QUANTITY

5. The Contractor shall provide one electronic copy of the Weight, Balance and Stability Analysis report.

# DID ENG-3.11 – Safety Assessment Report

REFERENCE NUMBER <b>DID ENG-3.11</b>	TITLE: <b>SAFETY ASSESSMENT REPORT</b>
DESCRIPTION/PURPOSE: The Contractor shall provide a Safety Assessment Report for the Utility Vehicle (UV).	
ISSUE DATE: Draft: Example at Proposal. Draft 2 months before first of each variant delivery. Final: Three months after Final Design Review of the last variant.	

## FORMAT

1. The Safety Assessment Report for UV **may** be in the Contractor's layout.
2. The Safety Assessment Report for UV **shall** be written in English.
3. The Safety Assessment Report for UV **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ or Microsoft Word™.

## CONTENT

4. The Contractor shall provide the Safety Assessment Report (including Hazard Log), pursuant to the Safety Plan (as defined in the Systems Engineering Plan at DID ENG-2.1) and in accordance with the requirements of MIL-STD-882E, Task 301 or any equivalent approved by the Crown.
5. The Safety Assessment Report shall cover all Contract deliverables.

## QUANTITY

6. The Contractor shall provide one electronic copy.

## Section 4 – Test and Evaluation

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# DID TEST-4.1 – Master Test Plan

<p>REFERENCE NUMBER</p> <p><b>DID TEST-4.1</b></p>	<p>TITLE:</p> <p><b>MASTER TEST PLAN</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Master Test Plan shall define the structure and content of testing that the Contractor and Subcontractors (including Suppliers), have performed or will perform on the Utility Vehicle (UV) to satisfy verification requirements during the performance of the Contract.</p>	
<p>ISSUE DATE:</p> <p>Draft: at Shortlist / Negotiations.</p> <p>Final: Contract Execution Date of Acquisition Contract.</p>	

## FORMAT

1. The Master Test Plan **may** be in the Contractor's layout.
2. The Master Test Plan **shall** be written in English.
3. The Master Test Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Master Test Plan **shall** describe the holistic approach to the entire programme of testing.
5. The Master Test Plan **shall** define the content and schedule of testing that the Contractor and its Subcontractors (including Suppliers) have conducted, or will conduct.
6. The Master Test Plan **shall** include reference to (without limitation):
  - a. test activities defined in the Project Schedule (DID PROJ-1.2);
  - b. the programme of test activities (annotated 'T') that are defined in the Verification Cross Reference Index (VCRI) delivered in accordance with DID PROJ-1.10;
  - c. the Electrical Load Test Plan delivered in accordance with DID TEST-4.4;
  - d. the Electromagnetic Environmental Effects Test Plan delivered in accordance with DID TEST-4.5;
  - e. tests of the integrated C4I systems;
  - f. any Roll Over Protection Structure (ROPS) tests;
  - g. any antenna compatibility tests;
  - h. any mobility, stability, ride quality and towing tests;

- i. any vehicle signature testing (thermal, visual, acoustic, electronic);
  - j. testing of fuel and battery capacities;
  - k. any environmental or climate tests;
  - l. any anthropometric/ergonomic/internal illumination tests; and
  - m. Factory Acceptance Tests.
7. The Master Test Plan **shall**:
- a. identify the hierarchy, order and interdependence (including pre-requisites) of all testing that the Contractor, and its Subcontractors, will perform during the Contract; and
  - b. describe the process for the Contractor to update the VCRI and provide a cross-reference between each series of tests and the corresponding Contract requirements. The cross-reference shall identify the components that contribute to satisfying the Contract requirements.
8. The Master Test Plan **shall** be broadly structured as follows:
- a. Table of Contents.
  - b. Applicable Documents and References.
  - c. Introduction.
  - d. Brief system descriptions for the Contract Deliverables that are subject to testing.
  - e. Test Programme Summary. Description of the conduct of the integrated Test Programme, including milestones at which the Contractor and the Crown will review the test programme and the Contractor's procedures for coordinating the programme with other Systems Engineering activities. The summary shall outline the requirements for, and interrelationship between, all prototype, production and Crown acceptance plans.
  - f. Prototype Testing. An overview of the one-off tests that will be conducted to verify the unique design aspects of the prototype(s) (first-of-type) for the Contract requirements. Note that the VCRI shall include a 'Prototype' column which will identify the applicable specifications that will be verified via prototype testing. Prototype testing that is first of type is likely to include C4I integration and any testing for Roll Over Protection but may be applicable for any unique requirements of the Contract. The overview shall describe how the programme of prototype testing meshes with any previous validation (existing test results) that is proposed for use as a baseline for the Utility Vehicles. The overview shall also identify any prototype test activities that are planned to be performed at sub-system vendor or Subcontractor facilities.
  - g. Production Test and Evaluation. An overview of the Contractor's production testing programme that will be conducted to verify quality, serviceability, configuration control and compliance with the design for each unit of production. The Production Test programme should be a subset of the Prototype Test programme. Note that the VCRI shall include a 'production' column that identifies the sub-set of specifications that apply to the production testing. The overview shall describe any production programme substantiation methods that are unique to the production phase. The overview shall identify any production test activities that are planned to be performed at sub-system vendor or Subcontractor

facilities. The overview shall identify the interrelationship between all Production Test Plans.

9. The overviews **may** include, as appropriate for each phase, reference to the following categories of test activity:
  - a. Safety.
  - b. Roll Over Protection Structure.
  - c. Homologation.
  - d. Mobility performance and handling.
  - e. Weight and Balance.
  - f. Environmental qualifications.
  - g. Electrical loads.
  - h. Electromagnetic Environmental Effects and/or Radiation Hazards.
  - i. Special Tests, including System Reliability Demonstration, Maintainability Demonstration and software stress tests.
  - j. Stowage loads, retention, carriage and access.
  - k. Integrated C4I performance.
  - l. Heating, cooling and ventilation, and thermal properties.
  - m. Human factors, including visibility, egress, lighting, sound levels and ventilation/climate control.

#### Test and Evaluation Resource Summary

10. The Master Test Plan **shall** identify and characterise the major Contractor resources, and any agreed Crown resources included in the Contract GFM List, that will be required to support the test activities of the Contract, including:
  - a. test ranges and facilities.
  - b. test support equipment and instrumentation.
  - c. test targets and threat simulators.
  - d. simulation, software models and test beds.
  - e. Crown resources (if any).
  - f. post-test activities such as data processing or data reduction.
11. The Master Test Plan **shall** provide generic instructions and associated definitions to be used for the following subordinate Test and Evaluation planning and reporting documents:
  - a. Test Plans in accordance with DID TEST-4.2;
  - b. Test Procedures in accordance with DID TEST-4.3; and

- c. Test Reports in accordance with DID TEST-4.4.

Updates

- 12. The Master Test Plan documents dynamic activities and **shall** be kept current in accordance with clause 7.2 of the Contract.

**QUANTITY**

- 13. The Contractor shall provide one electronic copy.

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## DID TEST-4.2 – Test Plans

REFERENCE NUMBER <b>DID TEST-4.2</b>	TITLE: <b>TEST PLANS</b>
DESCRIPTION/PURPOSE:  The Test Plans describe the testing methodology, test data requirements, schedules, management and organisational relationships and the documentation that will be used to control the testing process.	
ISSUE DATE:  Draft: Relevant Test Programme -60 Business Days  Final: Relevant Test Programme -20 Business Days.	

### FORMAT

1. The Test Plan **may** be in the Contractor's layout.
2. The Test Plan **shall** be written in English.
3. The Test Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft WORD™.

### CONTENT

4. The Test Plans shall be consistent with the templates, methods, procedures and standards defined in the Master Test Plan.
5. The Test Plan shall include, but is not limited to:
  - a. test objectives;
  - b. reference documents and standards;
  - c. hierarchy, order and interdependence (including pre-requisites) with other tests;
  - d. aim of the test;
  - e. equipment, software or systems under test;
  - f. proposed test procedure, including equipment and facilities and safety precautions;
  - g. test schedule;
  - h. Test Management and Review Processes, including the method for recording and analysing results, correction factors, test tolerances, datum information and modelling techniques;

- i. pass/fail criteria;
- j. re-test procedures; and
- k. Test Failure Reporting and Corrective Action Processes.

**QUANTITY**

- 6. The Contractor shall provide one electronic copy.

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## DID TEST-4.3 – Test Procedures

REFERENCE NUMBER <b>DID TEST-4.3</b>	TITLE: <b>TEST PROCEDURES</b>
DESCRIPTION/PURPOSE: The Test Procedures describe the step-by-step testing operations to be performed on items undergoing testing.	
ISSUE DATE: Draft: Relevant Test Programme -20 Business Days. Final: Relevant Test -5 Business Days.	

### FORMAT

1. The Test Procedures **may** be in the Contractor's layout.
2. The Test Procedures **shall** be written in English.
3. The Test Procedures **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft WORD™.

### CONTENT

4. The Test Procedures shall be consistent with the templates, methods, procedures and standards defined in the Master Test Plan.
5. The Test Procedures shall include, but are not limited to:
  - a. applicable documents and references;
  - b. equipment to be tested;
  - c. step-by-step testing procedures. The step-by-step description shall include the parameters to be tested or measured, means of measurement. The step-by-step description shall be designed in a modular manner, such that a failed test step can be repeated without repeating the entire test, wherever practicable;
  - d. test data sheets for recording test measurements, observations and results. The data sheets shall identify the objective performance values, with associated tolerances, or assessment criteria for each of the test steps;
  - e. Safety Precautions and Emergency Procedures, being reiteration and expansion of the safety precautions identified in the relevant Test Plan, including any notes, cautions and warnings associated with the test steps; and
  - f. Security Classification including security markings appropriate for the test, test equipment and any results that may be recorded during the conduct of the test.

**QUANTITY**

6. The Contractor shall provide one electronic copy.

Released under the Official Information Act 1982



## DID TEST-4.4 – Test Reports

REFERENCE NUMBER <b>DID TEST-4.4</b>	TITLE: <b>TEST REPORTS</b>
DESCRIPTION/PURPOSE: The Test Reports describe the testing that has taken place and provide the record of the test procedure used and the test results.	
ISSUE DATE: Draft: Not applicable. Final: Relevant Test +10 business days.	

### FORMAT

1. The Test Report **may** be in the Contractor's layout.
2. The Test Report **shall** be written in English.
3. The Test Report **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft WORD™.

### CONTENT

4. The Test Reports are provided at the completion of each Test Procedure.
5. The Test Report shall include, but is not limited to:
  - a. applicable documents and references, with the standards and specifications and all interrelated and linked test reports shall be identified;
  - b. equipment tested, including setup and configuration, all resources used for the test, including test equipment, facilities and personnel;
  - c. location and duration of the test;
  - d. summary of any constraints and limitations affecting the test and the effect of these constraints or limitations, including any departures from the test set-up or test procedure;
  - e. description of observed performance, a summary of the results observed during the test, with all anomalies, failures and out-of-tolerance conditions shall be recorded and, where possible, explained;
  - f. analysis of results including a log of test failures and the associated corrective action. Annexes may be used for any complex calculations or long lists; and
  - g. conclusions and recommendations including an assessment of the success, or otherwise, of the test in verifying compliance with the associated Contract

requirements. When a test fails to fully verify compliance, the Test Report shall include a recommendation for corrective or follow-on action.

**QUANTITY**

6. The Contractor shall provide one electronic copy.

Released under the Official Information Act 1982

# DID TEST-4.5 – Electrical Load Test Plan

REFERENCE NUMBER <b>DID TEST-4.5</b>	TITLE: <b>ELECTRICAL LOAD TEST PLAN</b>
DESCRIPTION/PURPOSE: The Electrical Load Test Plan describes the testing regime the Contractor will undertake to demonstrate that the Utility Vehicle (UV) electrical system satisfies the specified requirements.	
ISSUE DATE: Draft: Example at Proposal. Final: Relevant Test Programme Commencement -20 Business Days.	

## FORMAT

1. The Electrical Load Test Plan **may** be in the Contractor's layout.
2. The Electrical Load Test Plan **shall** be written in English.
3. The Electrical Load Test Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Electrical Load Test Plan shall describe the testing the Contractor will undertake to demonstrate that the UV electrical system satisfies the Electrical Load requirements specified.
5. The Electrical Load Test Plan shall include An Electrical Load Test for each UV variant with (without limitation):
  - a. description of the test system;
  - b. test objectives;
  - c. reference documents and standards;
  - d. hierarchy, order and interdependence (including pre-requisites) with other tests;
  - e. equipment, software or systems under test;
  - f. proposed test procedure, including equipment and facilities;
  - g. pass/fail criteria;
  - h. re-test procedures; and
  - i. Test Failure Reporting and Corrective Action Processes.

6. Documentation of test results shall be in accordance with the requirements of the DID TEST-4.4 Test Reports.

**QUANTITY**

7. The Contractor shall provide one electronic copy.

Released under the Official Information Act 1982

# DID TEST-4.6 – Electromagnetic Environmental Effects Test Plan

REFERENCE NUMBER <b>DID TEST-4.6</b>	TITLE: <b>ELECTROMAGNETIC ENVIRONMENTAL EFFECTS TEST PLAN</b>
DESCRIPTION/PURPOSE: The Electromagnetic Environmental Effects Test Plan describes how the Contractor will demonstrate the specified requirements that apply to Utility Vehicle (UV) have been achieved.	
ISSUE DATE: Draft: Example at Proposal. Final: Relevant Test Programme Commencement -20 Business Days	

## FORMAT

1. The Electromagnetic Environmental Effects Test Plan **may** be in the Contractor's layout.
2. The Electromagnetic Environmental Effects Test Plan **shall** be written in English.
3. The Electromagnetic Environmental Effects Test Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Electromagnetic Environmental Effects Test Plan shall describe how the Contractor will demonstrate that:
  - a. Electromagnetic Environmental Effects (EEE) of UV equipment does not interfere with or degrade the performance and function of other systems.
  - b. Electromagnetic Environmental Effects (EEE) of the UV equipment does not interfere with or degrade the performance and function of equipment in the proximity of the UV.
  - c. The function and performance of the UV systems are not degraded by the accumulation and discharge of electric charge associated with Precipitation Static (P-Static).
5. The Electromagnetic Environmental Effects Test Plan shall include:
  - a. test objectives;
  - b. reference documentation and standards;
  - c. hierarchy, order and interdependence (including pre-requisites) with other tests;

- d. equipment, software or system under test;
  - e. proposed test structure, including equipment and failures;
  - f. pass/fail criteria;
  - g. re-test procedures; and
  - h. Test Failure Reporting and Corrective Action Process.
6. Documentation of test results shall be in accordance with the requirements of the DID TEST-4.4 Test Reports.

**QUANTITY**

7. The Contractor shall provide one electronic copy.

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# DID TEST-4.7 – Roll Over Protection Structure Report

REFERENCE NUMBER <b>DID TEST-4.7</b>	TITLE: <b>ROLL OVER PROTECTION STRUCTURE REPORT</b>
DESCRIPTION/PURPOSE: The Roll Over Protection Structure (ROPS) Report describes how the Contractor will demonstrate that the specified requirements have been achieved for the Utility Vehicle (UV).	
ISSUE DATE: Draft: Not applicable. Final: For each variant, one month after Final Design Review for that variant.	

## FORMAT

1. The ROPS Report **may** be in the Contractor's layout.
2. The ROPS Report **shall** be written in English.
3. The ROPS Report **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The ROPS Report shall describe how the Contractor has demonstrated compliance with the ROPS requirements of the Contract.
5. The ROPS Report shall include the following aspects for the validation of compliance, as applicable:
  - a. reference documentation and standards;
  - b. results of theoretical analysis that validate compliance;
  - c. results of any physical testing used to validate compliance including test approach, test equipment, test procedures, pass/fail criteria, any test failures and remediation, with documentation of test results in accordance with the requirements of the DID TEST-4.4 Test Reports; and
  - d. if previous ROPS certification has been used as part of the agreed demonstration of compliance, copies of the test reports for previous tests and any other relevant supporting information (e.g., analysis results, analysis of previous test relevance to UV).

## QUANTITY

6. The Contractor shall provide one electronic copy.

# DID TEST-4.8 – Cyber Vulnerability Report

<p>REFERENCE NUMBER</p> <p><b>DID TEST-4.8</b></p>	<p>TITLE:</p> <p><b>CYBER VULNERABILITY REPORT</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Cyber Vulnerability Report describes the safe-guards the Contractor has put in place to ensure that all IT hardware, firmware and software inherent to the Utility Vehicle (UV) and its associated equipment are protected from cyber threats.</p>	
<p>ISSUE DATE:</p> <p>Draft: If Contractor has this information, EXAMPLE at Proposal.</p> <p>Final: For each variant, one month after Final Design Review of that variant.</p>	

## FORMAT

1. The Cyber Vulnerability Report **may** be in the Contractor's layout.
2. The Cyber Vulnerability Report **shall** be written in English.
3. The Cyber Vulnerability Report **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Contractor shall provide a Cyber Vulnerability Report that demonstrates the following:
  - a. List of hardware, firmware and software inherent to UV vehicles that may be susceptible to cyber vulnerabilities and the mitigations.
  - b. List of hardware, firmware and software inherent to UV sub-systems, diagnostic tools and supporting Information Technology systems that may be susceptible to cyber vulnerabilities and the mitigations.
  - c. A risk assessment of the integrity of the Contractor's supply chain for electronic equipment. The supply chain has high risks as a possible vector for cyber vulnerabilities (attack vector). The cyber risk assessment shall define the following:
    - (1) control measures established to promote and ensure integrity of the supply chain;
    - (2) any certifications that the Contractor and Key Subcontractors has in Cyber security (e.g. UK 'Cyber Essentials', etc ); and
    - (3) procedures for, and results of, cyber security audits of internal and/or external supply chains.



**QUANTITY**

5. The Contractor shall provide one electronic copy.

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**Section 5 – Integrated Logistics Support Data**

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# DID ILS-5.1 – Government Furnished Materiel List

<p>REFERENCE NUMBER</p> <p><b>DID ILS-5.1</b></p>	<p>TITLE:</p> <p><b>GOVERNMENT FURNISHED MATERIEL LIST</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Government Furnished Materiel (GFM) List defines the materiel (equipment, services and data) that the Contractor requests that the Crown supply during the Acquisition Contract.</p>	
<p>ISSUE DATE:</p> <p>Draft: Proposal.</p> <p>Final: Agreed GFM included in Annex J (GFM List) of Contract.</p>	

## FORMAT

1. The GFM List **shall** be in the layout shown in Annex J of the Contract.
2. The GFM List **shall** be written in English.
3. The draft GFM List **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™ or Microsoft Word™.

## CONTENT

4. The GFM List identifies materiel (information, support services and equipment) that the Contractor requests the Crown to supply during the course of the Acquisition Contract. GFM may include data and/or equipment to be incorporated with Contract Deliverables, or equipment that will be carried in the vehicles in order for the Contractor to design associated mounts, stowage or support equipment.
5. The GFM List will become part of the Contract with the successful Respondent.
6. As a general principle, the Crown relies on the Contractor to source all materiel required to manufacture and supply the Contract Deliverables. Items must only be proposed as GFM in the following instances:
  - a. equipment for incorporation with Contract Deliverables and any supporting data that can only be procured via government to government channels;
  - b. equipment that the Crown already has in inventory, typically:
    - (1) samples of equipment to enable the design of mounts and stowage;
    - (2) equipment that affects design of the Contract Deliverables (e.g., ergonomics and function);

- c. services that can only be performed by Crown agencies (e.g., test personnel, TEMPEST testing, etc); or
  - d. materiel where there is a compelling cost or supply advantage in the Crown sourcing it.
7. The GFM List shall provide sufficient information to allow the Crown to identify, consider and, if acceptable to the Crown and included in the Contract's GFM List, procure and deliver the GFM to the Contractor. The GFM List shall include, but is not limited to:
- a. a description of the information, publications, equipment, material, software, including associated identification codes, NATO Stock Number, manufacturer's reference, and part number, as appropriate;
  - b. required quality;
  - c. required delivery schedule;
  - d. Estimated Cost (if known);
  - e. special delivery preparation, procedures, instructions or requirements;
  - f. specification for any services and resources required;
  - g. details of personnel, including numbers and skills required;
  - h. any storage or security considerations;
  - i. any services, facilities and government-to-government compliances that it requests the Crown to supply;
  - j. the reasons for the request, rather than being Contractor furnished; and
  - k. the benefits that may accrue to the Crown if the Crown agrees to supply such GFM.

**QUANTITY**

8. The Contractor shall provide one electronic copy.

# DID ILS-5.2 – Codification

<p>REFERENCE NUMBER</p> <p><b>DID ILS-5.2</b></p>	<p>TITLE:</p> <p><b>CODIFICATION</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>Codification Data describes how the Contractor will provide all supporting data to satisfy the Crown’s requirement for Codification.</p>	
<p>ISSUE DATE:</p> <p>Draft: Example at Proposal.</p> <p>Final: Two months after relevant Crown Provisioning Notice (for items not already codified).</p>	

## FORMAT

1. Codification Data **shall** be in the format outlined at DID ILS-5.2 Annex A.
2. Codification Data **shall** be written in English.
3. Codification Data **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™ or Microsoft Word™.

## CONTENT

4. The Crown shall be responsible for assigning a NATO Stock Number (NSN) to all new procurable items that do not have an NSN. An explanation of the Codification system is at DID ILS-5.2 Annex A.
5. The Contractor shall provide codification information in the form of a list. The listing shall include all goods procured from subcontractors and vendors.
6. Codification information shall be provided as follows:
  - a. for all goods not codified (i.e., not allocated an NSN) in the format at Annex B to this DID: All columns need to be completed (except for column (c));
  - b. for goods already codified but not listed in the Complete Support Equipment Price List (CSEPL) or the Illustrated Parts Catalogue (IPC): in the format at Annex B to this DID: Columns (a) to (f) need to be completed; and
  - c. for goods already codified and listed in the CSEPL or the IPC: No further action is required.

## QUANTITY

7. The Contractor shall provide one electronic copy.

## CODIFICATION

### General

1. The NATO Codification System (NCS) in conjunction with the NZDF Corporate Supply and Finance System (SAP R/3) is designed to provide a common materials management language nationally within and between NZDF and associated Government Departments, and internationally between NZ, Australian and other friendly participating nations. Codification provides the basis for:

- a. classification of items;
- b. the application of one unique identifying stock number;
- c. the application of a standard system for naming and describing items;
- d. a method of recording known manufacturer for a particular item; and
- e. access to the inventories of friendly, participating nations.

2. The NZDF supply and finance system requires each item of equipment to be assigned a NATO Stock Number (NSN) before that item can be accepted into service and paid for. For this reason, codification is essential prior to delivery of the offered solution.

### NCS

3. The NCS is an international system for allocating unique identification numbers to equipment and spare parts. Each item is uniquely identified, catalogued and assigned an identifying NSN. The NSN permits forces in operational or non-operational environments to be supplied with the right item, in the right place, at the right time.

4. Responsibility for codification of an item lies with the NATO Codification Bureau (NCB) of the country where the item is manufactured. Provision of information needed to carry out the codification is the responsibility of the Prime contractor.

5. Codification of NZ manufactured items is carried out by the New Zealand NCB (NZ NCB).

### NSN

6. Each item of supply is identified in the NCS by a unique 13 digit NSN. The NSN consists of three identifying parts:

- a. a four digit NSC, also known as "Group Class", this places the item into a group classification, for example generators, aircraft engines etc;
- b. a two digit NC, also known as "Nation Code" this identifies the nation of manufacture; and
- c. a seven digit IIN, also known as "Item Identification Number" which, together with the NC, is unique to that item.

7. An example of a NSN is **5820-00-930-3725**, where:

- a. 5820 is the NSC/Group Class for "Radio and Television Communication Equipment; Non-Airborne";
- b. 00 is the NC for the USA (New Zealand NC is 98); and
- c. 930-3725 is the IIN.

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**CODIFICATION INFORMATION REQUIREMENTS**

End Item

Sheet of

Serial	IPC Cross Reference	NSN	Approved Item Name (AIN) or IPC Item Name	Unit of Qty	Unit Cost	Supplier/NGAGE	Supplier's Part Number	True Manufacturer	True Manufacturer's Part Number
						<b>Mandatory for Items not allocated a NATO Stock Number (NSN)</b>			
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)

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## EXPLANATORY NOTES ON CODIFICATION INFORMATION REQUIREMENTS

1. A separate listing is required for each end item supplied under the contract including accessories and Support and Test Equipment.
2. The full address, telephone, and facsimile number for each Manufacturer and Supplier are to be provided; however this need only be given once on the first occurrence in each listing. Where known the Manufacturer's Code for each Manufacturer and Supplier is to be provided.
3. A new listing is to be provided for each major assembly. Each listing is to clearly identify the End Item to which it belongs in the top left-hand corner of each page.
4. The information required in each of the columns is as follows:

Serial	This is a sequential number commencing at 001 and entered for each item. These are to run sequentially throughout the list and not start anew with each end item.
IPC Cross Reference	A cross reference to the Illustrated Parts Catalogue (IPC) page and item number which identifies the part.
NSN	The NSN allocated by the NCS (if known).
Approved Item Name	This is the approved item name or Item Name given in the NCS (if known). Where this is not available the item name used in the IPC is to be given.
Unit of Qty	The unit in which the item is supplied e.g., each, box of 10, Kilogram, Metre, etc.
Unit Cost	The price of each item individually.
Supplier	The name and address of the Supplier of the item.
Supplier's Part No	The Part Number used by the Supplier to Identify the Item. If not codified.
True Manufacturer	The name and address of the True Manufacturer of the item where this differs from the Supplier. If not codified.
True Manufacturer's Part Number	The Part Number used by the Manufacturer to Identify the Item.

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# DID ILS-5.3 – Manufacturer’s Recommended Spares List

REFERENCE NUMBER <b>DID ILS-5.3</b>	TITLE: <b>MANUFACTURER’S RECOMMENDED SPARES LIST</b>
DESCRIPTION/PURPOSE: The Manufacturer’s Recommended Spares List (MRSL) is a list provided by the Contractor of spares recommended for the Crown to procure to support the Utility Vehicles (UV), their sub-systems and ancillary equipment. The MRSL informs the Crown’s consideration of Spares to purchase.	
ISSUE DATE: Draft: Proposal. Final: One month prior to the initial Provisioning Conference.	

## FORMAT

1. The MRSL **shall** be in the Contractor’s format. It **shall** include spares quantities and price information for all line items, with all price information to be in accordance with clause 6 of the Contract.
2. The MRSL **shall** be written in English.
3. The MRSL **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™ or Microsoft Word™.

## CONTENT

4. The MRSL shall be consistent with the proposed maintenance philosophy, mission profile and operating conditions specified in the Statement of Requirements and established in the subsequent Technical Specification. The Contractor recommendations must be consistent with its experience elsewhere and the proposed support system.
5. For each support option identified for each system (includes all variants, support equipment and training aids), the Contractor shall provide a complete MRSL for all spares used in that system, based on:
  - a. Mean Time Between Failure (MTBF) and Mean Time To Repair (MTTR) data relevant to the operational availability and requirements set in the Technical Specification;
  - b. the operating profile as detailed in the Technical Specification;
  - c. three maintenance locations; and
  - e.d. The fleet numbers of each variant (refer the 'likely' quantities of vehicles/variants in table 1 of Section 3 of the RFP).

6. The MRS� shall identify those spares that are unique to one or more vehicle variants.
7. The Contractor shall supply a separate list of all items specified in the MRS�, that have a supply lead time that is greater than 60 days from date of order. Against each such item the Contractor shall specify a "no later than" ordering date that will required to be met in order to not impact the proposed Project Schedule.
8. The following information (fields) shall be included in the MRS� (without limitation):
  - a. Item Number;
  - b. Part Number;
  - c. NSN (where it already exists);
  - d. Item Description;
  - e. Consumable, repairable or replaceable;
  - f. Quantity per assembly/vehicle/variant;
  - g. Minimum order quantity;
  - h. Price per unit (in accordance with clause 6 of the Contract);
  - i. MTBF (where data already exists);
  - j. MTTR (where data already exists);
  - k. Shelf-life (where applicable);
  - l. Lead Time; and.
  - l.m. Recommended Quantity.

#### QUANTITY

9. The Contractor shall provide one electronic copy.

# DID ILS-5.4 – Recommended Support and Test Equipment List

<p>REFERENCE NUMBER</p> <p><b>DID ILS-5.4</b></p>	<p>TITLE:</p> <p><b>RECOMMENDED SUPPORT AND TEST EQUIPMENT LIST</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Recommended Support and Test Equipment List (RSTEL) is a list provided by the Contractor of recommended specific tools and equipment to support all variants of the Utility Vehicle (UV), its sub-systems and ancillary equipment. The RSTEL is to aid the Crown's consideration of Support and Test Equipment (S&amp;TE) to purchase.</p>	
<p>ISSUE DATE:</p> <p>Draft: Proposal.</p> <p>Final: One month prior to the relevant Provisioning Conference.</p>	

## FORMAT

1. The RSTEL **may** be in the Contractor's layout.
2. The RSTEL **shall** be written in English.
3. The RSTEL **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™ or Microsoft Word™.

## CONTENT

4. For each support option identified in the Through Life Support Contract proposal the contractor shall provide a complete RSTEL based on:
  - a. Mean Time Between Failure (MTBF) and Mean Time To Repair (MTTR) data, derived from the operational availability and mission profile; and
  - b. the requirements for operational deployments, based on information provided in the mission profile.
5. S&TE includes:
  - a. equipment, such as tools, covers, stands, test benches, holding fixtures, alignment tools and replenishment rigs, and
  - b. test equipment, such as the equipment required to test the function of systems, components or Line Replaceable Units (LRUs) that are installed in the UV or repair shops.
6. The Recommended Support and Test Equipment List (RSTEL) **shall** list equipment in two categories:

- a. General Purpose Test Equipment. The RSTEL **shall** identify what general purpose test equipment is required and what testing regime is needed (activity and frequency of test).
  - b. Special-to-Type Test Equipment. The RSTEL **shall** identify the Test equipment and support tools that are unique to this type of vehicle and outline how these are used to provide support. The Contractor will provide an ongoing service via the TLSC to support the Special-to-Type Test Equipment
7. The RSTEL **shall** contain the following fields:
- a. Item Description;
  - b. Manufacturer;
  - c. Manufacturer/Supplier Part Number;
  - d. NATO Stock Number (if already codified);
  - e. NATO Commercial Government Entity Code (NCAGE) (if already codified);
  - f. Technical specification (including power supply requirements);
  - g. Levels of maintenance that the item is required for;
  - h. Quantity per assembly;
  - i. Unit Cost (in accordance with clause 6 of the Contract);
  - j. Number required to support proposed operations [refer TLS Requirement #1 in the Through Life Support (TLS) Requirements (Statement of Work) at Enclosure 2 to Part 2 of the RFP) and that this requirement specifies that Utility Vehicle maintenance support occurs at Trentham, Linton and Burnham];
  - k. Items for local manufacture in New Zealand and reasons why this is proposed;
  - l. Scheduled maintenance and calibration requirements;
  - m. Maintenance Manual and Illustrated Parts Catalogue reference/identification number (if available at time of submission; otherwise this information will only be required after Contract signature);
  - n. Training requirement for any special to type support equipment and cost;
  - o. Recommended initial spares purchase for the S&TE;
  - p. Lead-time;
  - q. Recommended maintenance levels; and
  - r. Manufacturers qualified repair points.

#### QUANTITY

8. The Contractor shall provide one electronic copy.

# DID ILS-5.5 – Packaging Handling Storage and Transportation Data

REFERENCE NUMBER <b>DID ILS-5.5</b>	TITLE: <b>PACKAGING HANDLING STORAGE AND TRANSPORTATION DATA</b>
DESCRIPTION/PURPOSE: Packaging, Handling, Storage and Transportation (PHS&T) Data describes the logistics considerations for all items that require special packaging, handling, shipping and transportation throughout the life of the Contract Deliverables.	
ISSUE DATE: Draft: Two months after Contract Execution Date of Acquisition Contract. Final: Final Provisioning Conference.	

## FORMAT

1. PHS&T Data **may** be in the Contractor's layout.
2. PHS&T Data **shall** be written in English.
3. PHS&T Data **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Excel™ or Microsoft Word™.

## PACKAGING

4. PHS&T Data **shall** identify all special handling requirements including identification methods, for items that are:
  - a. fragile; or
  - b. electrostatically sensitive; or
  - c. hazardous substances; or
  - d. ozone depleting and/or otherwise hazardous to the environment; or
  - e. explosive ordnance (if any); or
  - f. secure (e.g., COMSEC) items; or
  - g. shelf-lifed.

## HANDLING AND STORAGE

5. PHS&T Data **shall** identify for each of the above items the minimum requirement, quantity and source of:
  - a. specialist storage facilities;

- b. Special To Type Containers (STTC); and
  - c. lifting equipment and handling aids.
6. PHS&T Data **shall** provide justification for the quality and quantity of packaging recommended to provide logistic support for each level of operation, maintenance and support of the UV and support system components.

**TRANSPORTATION**

7. PHS&T Data **shall** identify any special transportation provisions for any items to be supplied as part of the UV acquisition.

**QUANTITY**

8. The Contractor shall provide one electronic copy.

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# DID ILS-5.6 – Human Machine Interface Analysis Report

REFERENCE NUMBER <b>DID ILS-5.6</b>	TITLE: <b>HUMAN MACHINE INTERFACE ANALYSIS REPORT</b>
DESCRIPTION/PURPOSE: The Contractor shall provide a Human Machine Interface Analysis Report (HMIAR) for the Utility Vehicle (UV).	
ISSUE DATE: Draft: For each variant, five Business Days before the Final Design Review of that variant. Final: For each variant, one month after Final Design Review of that variant.	

## FORMAT

1. The HMIAR **may** be in the Contractor’s layout.
2. The HMIAR **shall** be written in English.
3. The HMIAR **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ or Microsoft Word™.

## CONTENT

4. The HMIAR **shall** describe the processes used by the Contractor to effectively integrate personnel into the design of the Utility Vehicles.
5. The HMIAR **shall** document the following aspects for each crew position:
  - a. layout and arrangement;
  - b. access to and visibility of controls and displays used at that position;
  - c. field of view outside the vehicle;
  - d. internal environmental factors such as ventilation;
  - e. lighting;
  - f. aural and visual signals and alerts; and
  - g. Ingress and egress.

## QUANTITY

6. The Contractor shall provide one electronic copy.



## DID ILS-5.7 – Facilities Data

REFERENCE NUMBER <b>DID ILS-5.7</b>	TITLE: <b>FACILITIES DATA</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Facilities Data for any special-to-type support equipment for the Utility Vehicle (UV).	
ISSUE DATE: Draft: If Contractor has this information, example at Proposal Final: Four months after Contract Execution Date of Acquisition Contract.	

### FORMAT

1. The Facilities Data **may** be in the Contractor's layout.
2. The Facilities Data **shall** be written in English.
3. The Facilities Data **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ or Microsoft Word™.

### CONTENT

4. The Facilities Data shall provide sufficient detail for the Crown to prepare any **special-to-type facilities** for support of the Utility Vehicles, e.g., Synthetic Training Devices [if any], special support equipment, etc. Facilities data is not required for garages, parking, hazardous materials storage, fuelling, wash facilities, material warehouses, generic training classrooms or support offices.
5. The Facilities Data shall describe the following for each room required:
  - a. Room name;
  - b. Function;
  - c. Relationship to other areas (if any);
  - d. Floor Area. Physical space requirements including safety distances;
  - e. Architectural Requirements. Size of entrance doors, Storage space requirements, Floor loading, Noise insulation;
  - f. Utility Services. Plumbing services, mechanical services, waste extraction/removal;
  - g. Electrical services. Including anticipated peak loadings in "worst case" scenarios, power cleanliness (equipment susceptibility to spikes in power), Electromagnetic Interference/Electromagnetic Compatibility and Static Bonding requirements;

- h. Heating, Cooling and Ventilation Services. Air conditioning, de-humidification, dust control, clean room;
  - i. Fire Protection. Fire detection and control systems;
  - j. Computer and telecommunications. Space, proximity and data interface requirements;
  - k. Furniture and Fittings; and
  - l. Security Requirements.
6. The Facilities Data **shall** also identify the vehicle-specific requirements for maintenance facilities including aspects such as clearances around the vehicle for maintenance access and removals, the clear space required for maintenance tasks (e.g., clearances above the vehicle for cab tilting, engine lift, etc.) and the storage space needed for temporary storage of equipment that is removed for maintenance.
7. The Facilities Data **shall** identify any key assumptions for the analysis and recommendations.

#### QUANTITY

8. The Contractor shall provide one electronic copy.

# DID ILS-5.8 – Material Safety Data Sheets

<p>REFERENCE NUMBER</p> <p><b>DID ILS-5.8</b></p>	<p>TITLE:</p> <p><b>MATERIAL SAFETY DATA SHEETS</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Contractor shall provide Material Safety Data Sheets (MSDS) for the hazardous substances required to operate, maintain and support the Utility Vehicle (UV) and any other Contract Deliverables.</p>	
<p>ISSUE DATE:</p> <p>Draft: Proposal.</p> <p>Final: For each variant, three months after Final Design Review of that variant.</p>	

## FORMAT

1. The MSDS **may** be in the Contractor's layout.
2. The MSDS **shall** be written in English.
3. The MSDS **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™.

## CONTENT

4. The Contractor shall provide MSDS for the hazardous substances required to operate, maintain and support the UV and any other Contract Deliverables (e.g., support equipment).

## QUANTITY

5. The Contractor shall provide one electronic copy of the Draft.

5.6. The Contractor shall provide one electronic copy as a complete **Final** set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.

# DID ILS-5.9 – Reliability, Availability and Maintainability Data

<p>REFERENCE NUMBER</p> <p><b>DID ILS-5.9</b></p>	<p>TITLE:</p> <p><b>RELIABILITY, AVAILABILITY AND MAINTAINABILITY DATA</b></p>
<p>DESCRIPTION/PURPOSE:</p> <p>The Contractor shall provide Reliability, Availability and Maintainability (RAM) Data relating to each variant of the Utility Vehicle (UV) and demonstrate that a full RAM analysis has been conducted.</p>	
<p>ISSUE DATE:</p> <p>Draft: Proposal.</p> <p>Final: For each variant, three months after Final Design Review of that variant.</p>	

## FORMAT

1. RAM Data **may** be in the Contractor's layout.
2. RAM Data **shall** be written in English.
3. RAM Data **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ Microsoft Excel™ or Microsoft Word™.

## CONTENT

4. The Contractor will provide supporting Reliability, Availability and Maintainability (RAM) data for each UV variant as the output of a RAM Analysis. Where required, the Contractor will amend any existing RAM data to incorporate Contract specific vehicle changes.

## QUANTITY

5. The Contractor shall provide one electronic copy.

# DID ILS-5.10 – Pass Through Warranty Information

REFERENCE NUMBER <b>DID ILS-5.10</b>	TITLE: <b>PASS THROUGH WARRANTY INFORMATION</b>
DESCRIPTION/PURPOSE: Describe any component or Support Equipment warranties that will be passed on to the Crown/NZDF.	
ISSUE DATE: Draft: Proposal. Final: For each variant, one month after Final Design Review of that variant.	

## FORMAT

1. The Pass Through Warranty information **may** be in the Contractor's format.
2. The Pass Through Warranty information **shall** be written in English.
3. The Pass Through Warranty information **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

## CONTENT

4. The Contractor **shall** provide a list of Suppliers that have Pass Through Warranties for any component of any variant of the UV. The Contractor shall provide the following information.
  - a. OEM Name and Address;
  - b. Contact details (phone and e-mail);
  - c. Part number;
  - d. Model number;
  - e. Description;
  - f. Length of warranty and start date;
  - g. Warranty Terms; and
  - h. Authorised Dealer in New Zealand.
5. In no event shall any Pass Through Warranty Information reduce the Contractor's warranty obligations under the Contract.

**QUANTITY**

6. The Contractor shall provide one electronic copy.

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## Section 6 – Publications Package

Released under the Official Information Act 1982

# DID PUB-6.1 – Operator Manuals

REFERENCE NUMBER <b>DID PUB-6.1</b>	TITLE: <b>OPERATOR MANUALS</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Operator Manuals for Utility Vehicle (UV) to allow the operator to safely and effectively operate the vehicle, perform all operator maintenance and how to handle vehicle emergencies.	
ISSUE DATE: Outline or Examples at Proposal. Draft: Two months prior to start of the relevant training course. Final: Four months after completion of respective training course.	

## FORMAT

1. The Operator Manuals **may** be in the Contractor's layout.
2. The Operator Manuals **shall** be written in English.
3. The Operator Manuals **shall** be delivered in an electronic PDF format capable of being edited, read, copied, searched and printed by the Crown using Adobe Acrobat™.

## CONTENT

4. The Operator Manuals **shall** provide Utility Vehicle Crew with:
  - a. general System descriptions;
  - b. details on the safe use of the Systems;
  - c. maintenance tasks that are typically performed by the operators;
  - d. emergency procedures; and
  - e. associated safety warnings.

## HARD COPY FORMAT PUBLICATIONS

5. The Contractor shall produce manuals of a quality suitable for operator use. Hard copy sizes and legibility shall be readable in low light conditions when illuminated with a filtered red torch/light.

## QUANTITY

6. The following quantities of Operator Manuals are required:
  - a. One electronic copy of the Outline or Example.



b. Draft and Final:

- (1) Electronic Copy: one complete set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.
- (2) Paper Copy: one paper copy per vehicle, bound in a hard cover and delivered with each vehicle in the applicable stowage area.

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# DID PUB-6.2 – Equipment Maintenance Manuals

REFERENCE NUMBER <b>DID PUB-6.2</b>	TITLE: <b>EQUIPMENT MAINTENANCE MANUALS</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Equipment Maintenance Manuals to support maintenance activities on all Utility Vehicles (UV).	
ISSUE DATE: Outline or Examples at Proposal. Draft: Two months prior to start of the relevant training course. Final: Four months after completion of respective training course.	

## FORMAT

1. The Equipment Maintenance Manuals **may** be in the Contractor's layout.
2. The Equipment Maintenance Manuals **shall** be written in English.
3. The Equipment Maintenance Manuals **shall** be delivered in an electronic format capable of being edited, read, copied, searched and printed by the Crown using Adobe Acrobat™.

## CONTENT

4. The Equipment Maintenance Manuals **shall** provide maintenance personnel with a general system and component description (including circuit diagrams or schematics) and details on the maintenance, repair and test of all components for light and medium grades of repair for all variants.
5. The Equipment Maintenance Manuals **shall** specify inspection criteria, acceptance standards, condemnation limits, and demonstrate the use of Support and Test Equipment. Detail of repair procedures is to be broken down to match the grades of repair previously identified.
6. The electronic versions of any Equipment Maintenance Manuals that contain more than 50 pages/screens **shall** have internal hyperlinks that permit swift navigation between referenced sections within the manual.

## QUANTITY

7. The Contractor shall provide one electronic copy of the Outline or Example.

7.8. The Contractor shall provide one electronic copy as a complete Draft or Final set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.

# DID PUB-6.3 – Support and Test Equipment Manuals

REFERENCE NUMBER <b>DID PUB-6.3</b>	TITLE: <b>SUPPORT AND TEST EQUIPMENT MANUALS</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Support and Test Equipment Manuals in support of all variants of the Utility Vehicle (UV) to allow for the effective and safe maintenance and repair of UV Support and Test Equipment.	
ISSUE DATE: Outline or Examples at Proposal. Draft: Two months prior to start of the relevant training course. Final: Four months after completion of respective training course.	

## FORMAT

1. The Support and Test Equipment Manuals **may** be in the Contractor's layout.
2. The Support and Test Equipment Manuals **shall** be written in English.
3. The Support and Test Equipment Manuals **shall** be delivered in an electronic format capable of being edited read, copied, searched and printed by the Crown using Adobe Acrobat™.

## CONTENT

4. The Contractor shall provide Support and Test Equipment (ST&E) Manuals (including, but not limited to, training aids and Special to Type Test Equipment) to provide maintenance personnel with a general equipment description. The description **shall** include circuit diagrams, schematics and details on the operation, maintenance, repair, test and calibration of the equipment, complete with an Illustrated Parts Catalogue to each Repair Item.

## QUANTITY

5. The following quantities of Support and Test Equipment Manuals are required:

a. Outline or Examples : One electronic copy.

b. Draft or Final:

- (1) Hard Copy: five complete sets; and
- (2) One electronic copy: as a complete set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and maintenance provider's IT equipment, including mobile devices, and distributed access via servers.

# DID PUB-6.4 – Illustrated Parts Catalogue

REFERENCE NUMBER <b>DID PUB-6.4</b>	TITLE: <b>ILLUSTRATED PARTS CATALOGUE</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Illustrated Parts Catalogue(s) (IPC) in support of all variants of the Utility Vehicle (UV).	
ISSUE DATE: Example at Proposal. Draft: Two months after initial Provisioning Conference. Final: For each variant, two months before delivery of first vehicle of that variant.	

## FORMAT

1. The Illustrated Parts Catalogue **shall** be in the format described at Annex A.
2. The Illustrated Parts Catalogue **shall** be written in English.
3. The Illustrated Parts Catalogue **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™.

## CONTENT

4. The Contractor **shall** provide an IPC that allows operators and maintenance personnel to identify all components relevant to the stated repair philosophy.

## QUANTITY

5. The Contractor shall provide one electronic copy of the Example.

~~5.6.~~ The Contractor shall provide one electronic copy: as a complete Draft or Final set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and maintenance provider's IT equipment, including mobile devices, and distributed access via servers.

## ILLUSTRATED PARTS CATALOGUE (IPC)

### Introduction

1. This Annex details the minimum requirements for the IPC. The IPC is to provide, in English, sufficient technical data, including illustrations, to enable NZ Army to identify each and every item contained in the equipment supplied by the Contractor. The information required forms the basis of the preparation of NZ Army documents.

### Applicability

2. The IPC shall be applicable only to the make and model of the item or equipment being supplied as part of the Acquisition Contract.

### Repair Kits

3. A summary of any repair or servicing kits is to be provided together with details of components of each kit. The manufacturers' code, reference or part number is also to be provided for each component and kit.

4. The format is to be as per Enclosure 1 to this Annex.

### IPC Illustrations

4. Illustrations are to be in any of the following formats, in order of preference:

- a. CorelDraw up to version 22.0;
- b. AutoCAD .DWG or .DXF;
- c. Scalable Vector Graphic.SVG (version 1.0 or 1.1); or
- d. Layered Portable Document Format .PDF.

5. If they are provided in PDF format they are to be printed to PDF from within the ORIGINAL software and not scanned then formed into a PDF book.

6. The IPC Illustrations are to be provided in electronic format complete with text (Excel spreadsheet) for each and every item on each illustration using the headings in Annex A. The Illustration electronic format is to be suitable for importation direct into Autocad (dwg), Autodesk Inventor, CorelDraw or STEP (Exchange format for 3D models).

7. On receipt, subject to any intellectual property provisions agreed between the parties, IPC illustrations shall become the property of the "the Crown". If the equipment is modified in any way, which results in a drawing alteration, a new master copy shall be forwarded to the NZDF, as soon as possible.

### Artwork Illustrations

8. Illustrations shall be in isometric exploded form, be concise with components displayed in assembly sequence, in relevant detail, with balance in layout and cosmetics.

9. The overall dimensions of a hard copy illustration shall not exceed 420mm x 297 mm (A3) landscape.

10. All illustrations shall be originals.

### **Item Numbering**

11. Identical items that appear more than once on a single frame must have the same item number.

### **Major Components**

12. Major components shall be indicated on the main drawing of the equipment only, and a further frame used to illustrate total component break down of that assembly.

13. The IPC is to identify all assemblies/sub-assemblies that cannot be broken down further.

### **Non-Illustrated Items**

14. Non-illustrated items are items that shall be provided for repair of the equipment, but the size of the drawing does not permit their inclusion.

### **Use of Reference Items**

15. Reference items are items that are shown on the drawing to aid in the location of other components.

16. Reference items shall be drawn in a broken line style silhouette.

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DRAWING TITLE: \_\_\_\_\_

Manufacturers Drawing Identification: \_\_\_\_\_ Sheet of \_\_\_\_\_

Drg Ref (Item No)	NSN (if known)	Technical Description	Qty on Drg	MFR NCAGE (if known) or MFR name	Mfr Part No	Component Reference(s)	Drg Cross Ref
(a)	(b)	(c)	(d)		(e)	(f)	(g)
Item 2 OR 2	-	BOLT, HEX HEAD, M6x25, stainless steel,	3	Boltholder NZ	12345-12	-	Fig 1.0

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## EXPLANATORY NOTES ON IPC TEXT

1. The IPC shall describe by assemblies and sub-assemblies, every item/component in the complete equipment.
2. The following information is required in the header:
  - a. **Drawing Title:** The Title of the drawing or frame.
  - b. **Manufacturers Drawing Identification:** This is the drawing identification, plate or frame identification number.
  - c. **Sheet Number:** The number of sheets per drawing.
3. The information required for each of the columns of the IPC are:
  - a. **Dwg Ref (item No):** This is a sequential number, which commences at the top left-hand corner of the illustration. It progresses sequentially in a clockwise direction around the drawing. Identical items that appear more than once on the frame must carry the same number.
  - b. **NSN:** The NATO Stock Number (NSN) allocated by the NATO Codification System.
  - c. **Technical Description:** The full technical description of the item (for example; CAPACITOR, FIXED, ELECTROLYTIC 1.0 $\mu$ F +/-5%, 100V).
  - d. **Qty on Dwg:** The number of items that appear on the drawing.
  - e. **Mfr part no:** The true manufacturers' part number used to identify the items(s).
  - f. **Component Reference(s):** This is a list of component references that are applicable to the item shown on the illustration and based on the schematic diagram (for example; C1, C2, C5-7, R203, 1C1, 1C3, TR101, etc.).
  - g. **Dwg Cross Ref:** This is a list indicating the location of this item in other drawings (for example, drawing 1 EA item 3, 3FB item 1 0, etc.).



# DID PUB-6.5 – Tie Down Scheme for Maritime, Air and Rail Transportation

REFERENCE NUMBER <b>DID PUB-6.5</b>	TITLE: <b>TIE DOWN SCHEME FOR MARITIME, AIR AND RAIL TRANSPORTATION</b>
DESCRIPTION/PURPOSE: If the Contractor has this information, the Contractor shall provide the Tie Down Scheme for Maritime, Air and Rail Transportation for all variants of the Utility Vehicle (UV).	
ISSUE DATE: Draft: If Contractor has this information, example at Proposal. Final: For each variant, two months before delivery of first vehicle of that variant.	

## FORMAT

1. The Tie Down Schemes Information **may** be in the Contractor's layout.
2. The Tie Down Schemes Information **shall** be written in English.
3. The Tie Down Schemes Information **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™ or Adobe Acrobat™.

## CONTENT

4. The Contractor shall provide the Tie Down Scheme for Maritime, Air and Rail Transportation.

## QUANTITY

5. The Contractor shall provide one electronic copy.

## Section 7 – Training Data

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## DID TRA-7.1 – Training Plan

REFERENCE NUMBER <b>DID TRA-7.1</b>	TITLE: <b>TRAINING PLAN</b>
DESCRIPTION/PURPOSE: The Training Plan shall provide details of the Contractor’s approach to providing Training Contract Deliverables.	
ISSUE DATE: Draft: <u>Shortlist / Negotiations Proposal</u> . Final: Contract Execution Date of Acquisition Contract.	

### FORMAT

1. The Training Plan **may** be in the Contractor’s layout.
2. The Training Plan **shall** be written in English.
3. The Training Plan **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

### CONTENT

4. The Training Plan **shall** describe how the Contractor proposes to deliver training and training packages for the Utility Vehicles.
5. The Training Plan **shall** be based on a ‘train-the-trainers’ approach, where:
  - a. each course that is delivered by the contractor has the objective of providing sufficient training to enable the students to subsequently provide the same training in NZDF training facilities, and
  - b. the contents of the training package provide sufficient training resources and training aids to enable the NZDF to subsequently provide the same training in NZDF training facilities.
6. The Training Plan shall, as a minimum, include the following items:
  - a. name and description of the courses to be developed;
  - b. process for Training Package (DID TRA-7.2) development and production;
  - c. training delivery reviews, including Crown participation;
  - d. duration, location and assumed training/expertise of students for each course; and
  - e. schedule for delivery of training courses and training packages in accordance with the Contract and the Project Schedule (DID PROJ-1.2).

## QUANTITY

7. The Contractor shall provide one electronic copy ~~as a complete set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.~~

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## DID TRA-7.2 – Training Package

REFERENCE NUMBER <b>DID TRA-7.2</b>	TITLE: <b>TRAINING PACKAGE</b>
DESCRIPTION/PURPOSE: The Contractor shall provide a Training Package for the Utility Vehicle (UV).	
ISSUE DATE: Draft: 90 Business Days prior to commencement of the first training course. Final: 20 Business Days prior to commencement of the first training course.	

### FORMAT

1. The Training Package **may** be in the Contractor's layout.
2. The Training Package **shall** be written in English.
3. The Training Package **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Microsoft Word™.

### CONTENT

4. The Contractor shall deliver a Training Package for each variant of the UV. The Training Package shall provide Crown operators and maintenance personnel with sufficient information and skills to safely operate and conduct maintenance on each variant of the UV and ancillary equipment.
5. The Training Package shall include, but not necessarily be limited to, the following:
  - a. Introduction:
    - (1) Course data sheet; and
    - (2) Course description;
  - b. Course content:
    - (1) Course length;
    - (2) Training objectives;
    - (3) Training programme;
    - (4) Instructional objectives; and
    - (5) Lesson plans;
  - c. Instructional Resources:
    - (1) Instructor guides;

- (2) Instructor notes; and
- (3) Test Question Banks;
- d. Training aids, e.g.:
  - (1) Pre-course information (see *DID TRA-7.3*);
  - (2) Computer based presentations;
  - (3) Slides;
  - (4) Videos;
  - (5) Charts;
  - (6) Student workbooks; and
  - (7) Desktop software simulations (if any).

**QUANTITY**

- 6. The Contractor shall provide one electronic copy as a complete set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.

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## DID TRA-7.3 – Pre-Course Information

REFERENCE NUMBER <b>DID TRA-7.3</b>	TITLE: <b>PRE-COURSE INFORMATION</b>
DESCRIPTION/PURPOSE: The Contractor shall provide Pre-Course Information for each course to be delivered to operate and support the Utility Vehicles (UV).	
ISSUE DATE: Draft: Four months prior to commencement of each relevant training course. Final: Two months after completion of each training course (as part of DID TRA-7.2).	

### FORMAT

1. Pre-Course Information **may** be in the Contractor's layout.
2. Pre-Course Information **shall** be written in English.
3. Pre-Course Information **shall** be delivered in an electronic format capable of being read, copied, searched and printed by the Crown using Adobe Acrobat™ or Microsoft Word™.

### CONTENT

4. The Pre-Course Information shall include, but not necessarily be limited to, the following:
  - a. Course title;
  - b. Course syllabus and assessment criteria;
  - c. Competency levels attained;
  - d. Course duration;
  - e. Course location;
  - f. Qualifications for attendance;
  - g. Course student numbers (min - max);
  - h. Security requirements (personnel); and
  - i. Instructor to student ratio.

### QUANTITY

5. The Contractor shall provide one electronic copy as a complete set on CD with licence rights to produce unlimited hard copies and store electronic copies on NZDF and support contractor information technology equipment, including mobile devices, with distributed access via servers.