

**STATEMENT OF WORK FOR THE VENUE OPERATIONS CENTRE  
(VOC) FOR THE GAUTENG PROVINCIAL DISASTER  
MANAGEMENT CENTRE**



**10804-00508-557004**

**ISSUE B**



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**TITLE PAGE**

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SYNOPSIS : This document contains the Statement of Work for the supply, development and modification of the Venue Operations Centre (VOC) for the Gauteng Provincial Disaster Management Centre

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**ABBREVIATIONS**

<b>ABBREVIATION</b>	<b>DESCRIPTION</b>
ATP	Acceptance Test Procedure
C2	Command and Control
CSE	Chief System Engineer
Denel S3	Denel Sovereign Security Solutions
DMIS	Disaster Management Information System
ECP	Engineering Change Proposal
GP	Gauteng Province
IRR	Integration Readiness Review
PDMC	Provincial Disaster Management Centre
RFP	Request For Proposal Standard
SOW	Statement of Work
VOC	Venue Operations Centre
WBS	Work Breakdown Structure



## **1. INTRODUCTION**

### **1.1 INTENDED USE**

This document serves as the Statement of Work (SOW), use by Denel S3, to identify and specify the required work to be performed by a potential supplier for the delivery of the Venue Operations Centre for the Gauteng Provincial Disaster Management Centre. This SOW, in conjunction with a technical requirement specification, forms the basis of requesting suppliers to tender by means of a Request for Proposal (RFP) process.

This SOW will be used by interested suppliers to generate a proposal to comply to the major tasks identified in this SOW. The supplier will tailor and indicate their sub tasks to be in-line with their unique proposed solution.

### **1.2 BACKGROUND**

The Gauteng Provincial Disaster Management is in the process of renovating an existing building into a new Provincial Disaster Management Centre (PDMC). For the PDMC to be operational and utilised efficiently it requires certain functionality. One of the requirements to perform the function of disaster management is a Venue Operations Centre (VOC).The VOC is used to facilitate the disaster management function at a disaster site. Communication with the PDMC and or MDMC's is required for continuous and real time updates to the DMIS or the information management function. Denel aims to contract an Original Equipment Supplier (OEM) to supply, design and modify an off-the shelf product to meet the requirements of the technical specification of the VOC for use by the Gauteng PDMC.

## **2. REFERENCE DOCUMENTS**

In the event of a conflict between the text of this document and the references cited herein (except for related specification sheets), the text of this document takes precedence. Nothing in this document, however, supersedes applicable laws and regulations unless a specific exemption has been obtained.

### **2.1 APPLICABLE DOCUMENTS**

- [1] System Requirement Specification for the Venue Operations Centre (VOC) for the Gauteng Provincial Disaster Management Centre, 10804-00000-112002, Issue 1.

### **2.2 REFERENCE DOCUMENTS**

Not Applicable

### 3. WORK BREAKDOWN STRUCTURE

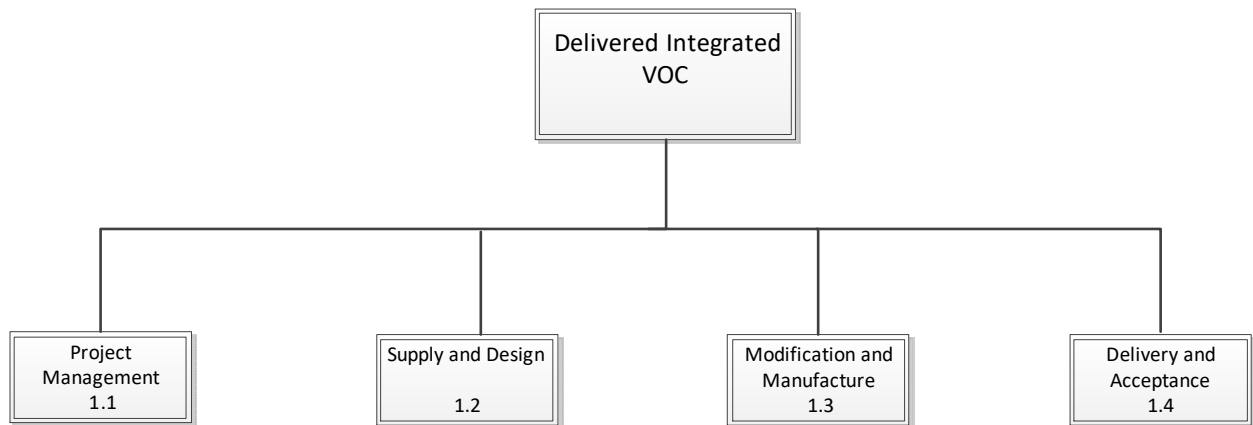


Figure 1 Work Breakdown Structure

The sub tasks required for the Base Platform are;

- a. WBS 1.1 – Project Management.
- b. WBS 1.2 – Supply and Design
- c. WBS 1.3 – Modification and Manufacture
- d. WBS 1.4 – Delivery and Acceptance

#### 3.1 PROJECT TIME SCALES

The required project schedule is shown in Figure 2. The required delivery of the VOC to the PDMC is 30<sup>th</sup> April 2018. The supplier must indicate in their proposal adherence to this date. It is estimated that contract placement will occur by end February.

ID	Task Name	Duration	Start	Finish	March			April				May			
					02/18	02/25	03/04	03/11	03/18	03/25	04/01	04/08	04/15	04/22	04/29
1					[Gantt bar for ID 1: Mon 18/02/19 to Mon 18/04/30]										
2	Project Management	51 days	Mon 18/02/19	Mon 18/04/30	[Gantt bar for ID 2: Mon 18/02/19 to Mon 18/04/30]										
3	Supply and Design	9 days	Tue 18/02/20	Fri 18/03/02	[Gantt bar for ID 3: Tue 18/02/20 to Fri 18/03/02]										
4	Modification and Manufacture	35 days	Mon 18/03/05	Fri 18/04/20	[Gantt bar for ID 4: Mon 18/03/05 to Fri 18/04/20]										
5	Delivery and acceptance	5 days	Mon 18/04/23	Fri 18/04/27	[Gantt bar for ID 5: Mon 18/04/23 to Fri 18/04/27]										

Figure 2 Project time scales

### 4. STATEMENT OF WORK

#### 4.1 WBS TASK 1.1 – PROJECT MANAGEMENT

##### 4.1.1 Objective

The objective of this task is to ensure technical, budgetary and schedule compliance.

This task will occur on a continuous manner during the various sub-phases of the project, but with different intervals depending on the sub-phase.

It is important to understand that this is a design, modify and supply project. Project management over the duration of the contract is imperative.

##### 4.1.2 Inputs

██████████ System Requirement Specification for the Venue Operations Centre (VOC) for the Gauteng Provincial Disaster Management Centre, 10804-00000-112002, Issue A [1]

Request for Proposal.

Proposal (specifically the project plan).

Contract.

#### 4.1.3 Activities

Manage and update the Project Plan (initially supplied with proposal) showing detail activities and timescales for the delivery of the VOC.

The supplier will attend regular meetings, jointly with the members of the Denel Engineering team to discuss technical and project related issues. These meetings will occur at Denel S3 premises and will occur at a minimum every alternate week.

#### 4.1.4 Outputs

Updated Project Plan.

Project reporting.

#### 4.1.5 Assumptions

To be identified by the supplier and indicated in the Proposal.

#### 4.1.6 Exclusions

To be identified by the supplier and indicated in the Proposal.

#### 4.1.7 Risks

To be identified by the supplier and indicated in the Proposal.

### 4.2 WBS TASK 1.2 – SUPPLY AND DESIGN

#### 4.2.1 Objective

The objective of this task is to supply an off the shelf product that can be modified to meet the requirements of the technical specification of the VOC. This task will also require updates to the existing data pack and supply of the updated pack to Denel. Note: The Intellectual Property of all the updates to the off the shelf product(s) is the property of Denel.

#### 4.2.2 Inputs

System Requirement Specification for the Venue Operations Centre (VOC) for the Gauteng Provincial Disaster Management Centre, 10804-00000-112002, Issue A [1]

Industry manufacturing standards for commercial mobile units.

Outputs and decisions from WBS task 1.1.

#### 4.2.3 Activities

Selection and supply of a suitable existing product to meet the technical specifications within the required timescales. This is to be done in agreement with Denel.

Update or redesign and supply of the existing data pack for the product.

Attend meetings to discuss design changes or updates. Meetings will be held at Denel (except if the supplier can show a reason (in the proposal) that the meetings must occur at the supplier's premises, example, viewing of existing off the shelf products

that cannot be moved for meeting purposes). These meetings will be adhoc and span over the 2 week design period.

██████ Outputs.

██████ Updated baselined data pack.

██████ Progress Reports.

██████ Updated Project Plan.

#### 4.2.4 Assumptions

██████ It is assumed that the supplier already has a standard product that meets majority of the technical specification requirements.

██████ The updated/modified IP will belong to Denel.

#### 4.2.5 Exclusions

To be identified by the supplier and indicated in the Proposal.

#### 4.2.6 Risks

To be identified by the supplier and indicated in the Proposal.

### 4.3 WBS TASK 1.3 – MODIFICATION AND MANUFACTURE

#### 4.3.1 Objective

The objective of this task is to use the updated design from task 1.2 as an input to modify and manufacture the items required to be integrated into the supplier's standard product.

#### 4.3.2 Inputs

██████ Outputs from WBS task 1.2, updated design and data pack.

██████ Project Plan.

#### 4.3.3 Activities

██████ Plan and implement modifications to current off the shelf product.

██████ Arrange production meetings and key progress meetings with Denel.

██████ Arrange quality checks points on VOC modification with Denel QA.

██████ Update Project Plan with manufacturing and modification schedule.

██████ Update data pack with production changes.

#### 4.3.4 Outputs

██████ Modified and completed VOC ready for delivery.

██████ Updated baselined data pack.

#### 4.3.5 Assumptions

██████ It is assumed that the supplier already has a ready manufactured off the shelf product that only requires modification.

#### 4.3.6 Exclusions

To be identified by the supplier and indicated in the Proposal.

#### 4.3.7 Risks

To be identified by the supplier and indicated in the Proposal.

### 4.4 WBS TASK 1.4 – DELIVERY AND ACCEPTANCE

#### 4.4.1 Objective

The objective of this task is to undergo a formal acceptance process with Denel, ensuring all requirements of the specification are met. It is the responsibility of the subcontractor to prove by demonstration, test or by documentation that the VOC complies with the technical specification; these will be detailed in the acceptance document.

#### 4.4.2 Inputs

■■■■ System Requirement Specification for the Venue Operations Centre (VOC) for the Gauteng Provincial Disaster Management Centre, 10804-00000-112002, reference [1].

■■■■ Current and updated Manufacturing Data pack from Task 1.3

■■■■ Project Plan.

#### 4.4.3 Activities

■■■■ Generation of Acceptance test document with approval from Denel.

■■■■ Update Project Plan with acceptance and delivery dates.

■■■■ Arrange acceptance with Denel.

■■■■ Perform acceptance and record observations.

■■■■ Correction and clearing of observations.

■■■■ Registration of VOC with specified authorities.

■■■■ Arrange for delivery of VOC to Denel including all equipment manuals and operation procedures and data pack as documented in the acceptance document.

#### 4.4.4 Outputs

■■■■ Integrated, modified VOC delivered to Denel premises.

■■■■ All documentation, manuals etc. delivered to Denel.

■■■■ Registration documentations and papers.

#### 4.4.5 Assumptions

■■■■ It is assumed that the modified VOC will be supplied with the standard manufacturer's warranty. (Original Equipment Manufacturer's Warranties of all equipment added to the VOC will be transferred to Denel).

#### 4.4.6 Exclusions

To be identified by the supplier and indicated in the Proposal.

#### 4.4.7 Risks

To be identified by the supplier and indicated in the Proposal.