Subject: Invitation to Tender EUSPA/OP/12/23

Dear Sir/Madam,

1. The European Union Agency for the Space Programme (hereinafter referred to as ‘EUSPA’ or ‘Contracting Authority’) is planning to award the public contract resulting from the above procurement procedure for the development, deployment and support to entry to operations of a new Galileo infrastructure involved for the subsequent delivery of the Galileo Emergency Warning Satellite Service (EWSS), SAR Remote Beacon Activation (RBA) and SAR Two-Way Communications (TWC) (hereinafter referred to as ‘Contract’).

2. Please find enclosed the related procurement documents:
   a. The Tender Specifications (Annex I) and the annexes thereto, complementing the information contained in the Contract Notice and listing all the documents that must be produced when submitting a tender;
   b. the Draft Contract (Annex II).

3. Economic operators interested in the Contract are hereby invited to submit a tender duly signed by their authorised representative by sending it to the Agency Headquarters at the address indicated in section 4.6 of the Tender Specifications according to the means provided in the section 4.6 of the Tender Specifications.

4. The time limit for receipt of the tender is indicated in section 1.6 of the Tender Specifications where local time shall be understood as local time at the contracting authority’s location (the location indicated under Heading I.1 of the contract notice). Economic operators must use one of the means of submission contained in Section 4 of the Tender Specifications. Receipt is understood as the time at which the tenderer hands over the tender to the post office or courier service or central mail department.

5. A tender received after the time-limit for receipt of tenders will be rejected. The tender reception confirmation with the official date and time of receipt of the tender constitutes proof of compliance with the time-limit for receipt of tenders and can be dispatched by email to EUSPA email address as follows tenders@euspa.europa.eu.

Prague, 13 May 2024
EUSPA/2024/OED/LEG/302284
6. Detailed conditions for the submission of a tender are contained in Section 4 of the Tender Specifications.

7. Submission of a tender implies acceptance of all the terms and conditions set out in this Invitation to Tender, in the Tender Specifications and the Draft Contract and, where appropriate, waiver of the tenderer’s own general or specific terms and conditions. The submission of a tender is binding on the tenderer to whom the contract is awarded during the performance of the contract.

8. All costs incurred during the preparation and the submission of tenders are to be borne by the tenderers and will not be reimbursed.

9. The period of validity of the tender, during which tenderers may not modify the terms of their tenders in any respect, is nine months from the final date for submission.

10. Contacts between the Contracting Authority and tenderers are prohibited throughout the procedure save in exceptional circumstances and under the conditions described in the Tender Specifications.

11. This Invitation to Tender is in no way binding on the Contracting Authority. Its contractual obligations commence only upon signature of the Contract with the successful tenderer. Up to the point of signature, the Contracting Authority may either abandon the procurement or cancel the award procedure, without tenderers being entitled to claim any compensation.

12. The submission of a tender implies acceptance of receiving notification of the outcome of the procedure by electronic means.

13. Once the Contracting Authority has opened the tender, the document shall become its property and it shall be treated confidentially.

Yours faithfully,

Rodrigo da Costa

Executive Director
Enc.:  
Annex I – Tender Specifications with its annexes:  
  Annex I.A - Template Identification Sheet of the Tenderer  
  Annex I.B – Template Declaration of Honour for exclusion and selection criteria  
  Annex I.C – Template Subcontractor letter of intent  
  Annex I.D – Template Power of Attorney  
  Annex I.E - Financial Statements relating to the Selection Stage  
  Annex I.F – Not used  
  Annex I.G – Non-Disclosure Undertaking  
  Annex I.H – List of Pre-Existing IPRs  
  Annex I.I.b – Specific Contract 1 – Statement of Work  
  Annex I.J – Template Declaration of Foreground Intellectual Property Rights (part 1 and part 2)  
  Annex I.K - Criteria for assessment of participating conditions, includes three parts:  
    Part I – Criteria for Assessment of Participation Conditions  
    Part II – Excel Spreadsheet – Declaration of Ownership and Control  
    Part III – Additional Information Regarding the Assessment of Participating Conditions  
  Annex I.L - Template Financial Table and Cost Sheets  
  Annex I.M - Template Milestone Payment Plan  
  Annex I.N – Not used  
  Annex I.P - Template Statement of Compliance to SAL  
  Annex I.Q - Statistics Report  
  
Annex II – Draft contract with its annexes:  
  Annex II.VII – Draft Specific Contract TEMPLATE  
  Annex II.VIII – Declaration on confidentiality and absence of conflict of interests  
  Annex II.IX - Deliverable/supply acceptance sheet -TEMPLATE  
  Annex II.X - Pre-financing Bank Guarantee - TEMPLATE