

Annex I

TENDER SPECIFICATIONS **Support to EGNOS Certification**

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I. SPECIFICATIONS

I.1. Introduction

The European Geo-Stationary Navigation Overlay System (EGNOS) has been developed with the intent to provide a navigation signal able to support operations in different fields of safety critical applications. The system will become operational soon, with the objective to first provide a service for non safety of life (SoL) applications and, once further experience is gained through the collection of operational data, to provide a service for safety critical users.

A number of activities have been carried out over the last few years by the main actors of the EGNOS programme [the European Space Agency (ESA), the European Commission (EC), EUROCONTROL, the EGNOS Operator and Infrastructure Group (EOIG) and the Galileo Joint Undertaking GJU] to prepare the certification of applications based on EGNOS.

The certification approach retained is to follow the framework established by the Single European Sky (SES) regulations for interoperability and service provision. The following steps are foreseen:

- Demonstration that the system is compliant to the SES interoperability regulation (Reg 552/2004) essential requirements. This will be done by elaborating a technical file to be submitted together with a declaration of verification by the EGNOS Service Provider to the civil aviation National Supervisory Authority (NSA) in charge (depends on the seat of the EGNOS Service Provider). The main content of the technical file will be the EGNOS safety case currently developed under the coordination of European GNSS Supervisory Authority (GSA). The main argument supported by the Safety Case is that the qualified EGNOS system is compliant with the Standards and Recommended Practices (SARPs) for Satellite Based Augmentation Systems (SBAS) issued by the International Civil Aviation Organisation (ICAO).
- Demonstration that the EGNOS service provider is compliant with the SES service regulation (Reg 550/2004 and Reg 2096/2005) requirements for Communication, Navigation & Surveillance (CNS) providers. The certification process has to be formally conducted by the civil aviation NSA of the State where the EGNOS Service Provider has its seat. The technical work should however be performed collaboratively between several European NSAs having a common interest in EGNOS and with the support of the GSA. The service provider certification scheme should take all possible credit of the operator's qualification exercise performed by ESA in the frame of the Initial Operation Phase (IOP) contracts.
- Demonstration that EGNOS can be safely used to support a given type of operations in a given air traffic environment. This will be done at national level by each Air Navigation Service Provider (ANSP). The assessment will be conducted through an application safety case that will be tailored to the national specificities of the airspace environment. This application safety case will be delivered by the ANSP to its national regulator (NSA) for approval.

The objective of the present call is to procure independent expertise to support the certification process for EGNOS.

I.2. Purpose of the Contract

The purpose of the contract is to procure support in key technical areas to complete the development of the EGNOS Safety Case documents and prepare the EGNOS Service Provider certification. The main outcomes of this contract will be:

- A consolidated EGNOS design Safety Case document for further submission to the Certification Authorities;
- A tool for presentation of the Real Data collected during EGNOS Independent Validation campaigns conducted in Europe in line with the GSA requirements;
- A report to be included in the Safety Case, presenting the actual system performance based on collected and analysed consolidated data measured during initial operations;
- An initial EGNOS Service Provider Certification file in accordance with the Single European Sky Service Regulation;
- A functional document data base containing all Certification supporting documentation;
- Completed security file necessary for the certification of EGNOS in the civil aviation domain that demonstrates compliance with the Single European Sky common requirements on security matters, or, if necessary, include justification material for requests for derogations;
- An independent assessment and Software Certification file to verify compliance of safety-critical Commercial Off The Shelf (COTS) Software in the EGNOS ground segment against applicable civil aviation requirements.

This contract includes the execution of the following tasks:

Task 1: Contractual and technical management

Task 2: Presentation of EGNOS consolidated data

Task 3: Preparation of consolidated data report

Task 4: Support to the drafting of EGNOS Part A safety case

Task 5: Collection of certification supporting documentation

Task 6: Preparation on EGNOS service provider certification

Task 7: Evolution of the EGNOS security baseline

Task 8: Support to COTS software certification

The following sections describe, in details, the work to be performed. In the work description below, 'To' refers to the contract Kick-Off date.

I.3. List of Acronyms

ANSP	Air Navigation Service Provider
ASQF	Application Specific Qualification Facility
CNS	Communication, Navigation, Surveillance
COTS	Commercial Off The Shelf
EASA	European Aviation Safety Agency

ECTF	EGNOS Certification Task Force
EDCN	Eurocontrol Data Collection Network
EGNOS	European Global Navigation Overlay System
EOIG	EGNOS Operator and Infrastructure Group
EPO	ESA EGNOS Project Office
ESA	European Space Agency
ESARR	Eurocontrol Safety Regulatory Requirements
ESCT	EGNOS Safety Case Team
ETG	European Tripartite Group
GJU	Galileo Joint Undertaking
GNSS	Global Navigation Satellite System
GOC	Galileo Operating Company
GSA	European GNSS Supervisory Authority
ICAO	International Civil Aviation Organization
I&CoS	Integrity and Continuity of Service
IOP	Initial Operation Phase
MOPS	Minimum Operational Performance Standard
NSA	National Supervisory Authority
NSP	Navigation Service Provider
OQR	Operations Qualifications Review
ORFC	Operational Request For Change
ORR	Operations Readiness Review
PACF	Performance Assessment and Check-out Facility
PSC	Potential Safety Concern
PTT	Project Tracking Team
RAMS	Reliability, Availability, Maintainability, and Safety
SAF	Safety Assurance File
SC	Safety Case
SES	Single European Sky
SIS	Signal In Space
SSOL	Safety Significant Operations List
SARPs	Standards and Recommended Practices
SBAS	Satellite Based Augmentation System
SMS	Safety Management System
SRC	(Eurocontrol) Safety Regulation Commission
TSO	Technical Standard Order

I.4. Tasks

I.4.1. TASK 1 – CONTRACTUAL AND TECHNICAL MANAGEMENT

I.4.1.1. Description

The task consists in providing the overall management for the contract. The main activities to be performed are:

- Contractual management

- Organization and coordination of internal communication flow
- Documentation management
- Tracking project status
- Establish and maintain travel plan
- Review and verification of subcontractor's deliverables
- Organization of progress meetings (calling notice, agenda, chairing and reporting)
 - Note : First level progress meetings will be chaired by the GSA*
- Identify needs for interfaces with external entities and ensure alignment of schedules
- Ensure coordination between the different tasks as necessary
- Reporting
- Assure the secretariat work for the EGNOS Certification Task Force (ECTF) including:
 - Preparation of Meetings and input material (presentations or working documents) based on the preliminary outcomes of Tasks 1 to 8
 - Processing of the outcomes of the meetings, analysis of all conclusions and recommendations reached by the group and steering the work in the relevant task
 - Action tracking for all certification related activities
- Support GSA coordination of certification related actions by attending key meetings and preparing input materials for interaction with different organizations such as the Galileo Operating Company (GOC), ESA EGNOS project team and product assurance team, national regulators, other EC Agencies (e.g. EASA) etc.

1.4.1.2. Deliverables

Ref	Title	Delivery
D1001	Travel Plan	To+1 month
D1002	Status Report	To+3 months
D1003	Intermediate Report	To+6 months
D1004	Final Report	To+12 months
Output	Input material for each meeting attended (will be defined based on the agenda of each meeting)	Per meeting
Output	List of recommendations and action items	Per meeting
Output	Coordination of certification related actions meeting reports and action list	Per meeting

1.4.1.3. Milestones

Progress meetings will be organized on a 3-monthly basis to present the status of the work and steer the next period. Technical coordination meetings will be held with the GSA as required to progress on each specific topic.

A total of 4 meetings (2 attendees) in Europe for coordination of certification related actions have to be foreseen for the duration of the project.

A total of 4 meetings (1 attendee) of EGNOS Certification Task Force in Europe have to be foreseen for the duration of the project.

1.4.2. TASK 2 – PRESENTATION OF EGNOS CONSOLIDATED DATA

1.4.2.1. Description

During initial certification activities, the need to collect all available EGNOS performance assessment data has been identified in order to consolidate the EGNOS System safety case in view of future certification activities. The statistics established by PACF and ASQF and other sources of real data, are important to demonstrate that the fielded EGNOS system meets its key safety requirements during its operational life. The intent is to use the early data (from ORR) for trend analysis that demonstrates that the system behaviour is stabilized and performance is globally improving over time.

During the previous GSA activities related to data collection campaigns the available sources of real data have been reviewed and identified. Three main sources of data have been distinguished: PACF, ASQF and EUROCONTROL Data Collection Network. In addition the performance parameters and the key statistics to be produced have been defined. The GSA's preferred metrics and evaluation methodology, together with a new XML format for data exchange have been introduced and adopted by the different actors contributing to EGNOS data collection. All the actors agreed to implement the harmonised products and to generate them on daily basis. The next step will be to develop a tool able to aggregate and present the data in the specified format.

In order to facilitate and accelerate the activities related to the real data consolidation presentation, GSA has decided to reuse at maximum the existing tools for data presentation. From the currently existing solutions the EUROCONTROL data collection web site was identified as the best suited for the current needs. This data collection web site is implemented as an additional application, which uses as input data generated with the already existing PEGASUS tool and is completely independent from it. The functioning of the site is based on daily collection of data in XML format, uploaded into a data base and presented on user demand. The computing and uploading processes are automatic and do not require human intervention, the site is built using PHP and XML/XSL languages and runs with Apache web server under Linux. Upon signature of the related EUROCONTROL-GSA agreement, the contractor will have an access to the EUROCONTROL web-site source code.

The main differences between the GSA and EUROCONTROL's Performance Assessment methodology were identified roughly and the missing elements are as follows:

- Accuracy: monthly XNSE cumulative probability; specific table with parameters of the monthly distributions; monthly distribution over a 6 months period; daily XNSE histograms for the whole set of stations
- Position domain Integrity: ESA-Stanford plots; Monthly table with Average S_{Ix}, Probability of LOI event and extreme S_{Ix} values
- Range domain integrity: to be completely implemented as actually not supported by the EUROCONTROL's tool
- Availability: Combined EGNOS SIS availability; SISOK availability plots; availability contours on plots
- Continuity: contours on plots; plot of ECAC area enclosed by each of the contours

The objective of this work package is to:

- Consolidate the requirements for the EUROCONTROL web-site tool evolution in order to fully cover the expected GSA harmonisation requirements

- Adapt the web site tool in order to handle information in the XML data exchange format, already defined by GSA. (The tool should handle the different XML products defined by GSA and also the different operations defined in the same product.)
- Implement the differences and adapt the EUROCONTROL's visualisation tool in order to reflect the GSA needs
 - Implement XNSE cumulative plots and XNSE histograms for the whole set of stations
 - Implement ESA-Stanford plots and range domain integrity plots
 - Implement the Combined EGNOS SIS availability and SISOK availability plots
 - Assure that the availability and continuity contours are present on the plots
 - Implement the computation of the ECAC area enclosed by each of the contours
 - Assure that all the numerical values that will be used for the final technical report are present in form of table
- Provide an operational manual and a test plan and conduct the qualification process
- Set up a functional station able to collect the products and display the results
- Install the station at the GSA premises

The contractor should foresee a delivery of the necessary hardware and software, together with the relevant licences for the installation of the station at the GSA premises. An interaction with the GSA IT unit should be established in order to define the integration in the current IT infrastructure.

Duration: This activity will have a duration of 12 months starting at To.

1.4.2.2. Deliverables

Ref	Title	Delivery
D2001	Complete status of divergence between GSA requirements and EUROCONTROL's methodology	To+1 month
D2002	Test plan	To+5 months
D2003	Delivery of the updated visualisation tool	To+6 months
D2004	Operations manual	To+6 months
D2005	Set up a ready to use data station able to manage the results	To+6 months
D2006	Delivery of the necessary hardware, software and respective licences and installation of the tool at the GSA premises.	To+12 months

1.4.3. TASK 3 – PREPARATION OF CONSOLIDATED DATA REPORT

1.4.3.1. Description

As identified by the EGNOS Safety Case Team, the certification material shall not only rely on design documents, but shall encompass actual system performance measured during initial operations. In order to achieve this goal, EGNOS data should be collected and analysed and the performance should be documented and included in the Safety Case.

During the previous activities GSA has identified the potential sources of data and has defined a common format for data exchange. Currently three main entities are nominated to provide data: PACF, ASQF and EUROCONTROL Data Collection Network. All of them agreed to deliver the data in the predefined format and a tool to consolidate the results will be delivered as part of the Task 4 of this contract.

The outcome of the Task 4 should be employed as input for this task and will help to organise and present the data. This data shall be used to present the key performance parameter in the Safety case to support the safety demonstration with respect to the key performance requirements. The data from the v2.2 qualification until the end of the contract should be assessed.

The objective of this work package is to:

- Review the results of the data collection campaigns and produce statistics on key performance parameters over the given period
- Provide trend plots displaying the evolution of the performance indicators over this period
- Analyse and document all observations and anomalies during the campaign
- Use the statistics and observations in order to produce a harmonised technical report intended to be an integral part of the EGNOS SIS Safety Case.

Duration: This activity will have duration of 6 months starting at To+6.

I.4.3.2. Deliverables

Ref	Title	Delivery
D3001	Technical report	V1: To+8 months VF: To+12 months

V1: First Version

VF: Final Version

I.4.4. TASK 4 – SUPPORT TO DRAFTING OF EGNOS PART A SAFETY CASE

I.4.4.1. Description

The EGNOS Signal-In-Space (SIS) System Safety Case provides the evidence and arguments to support the use of EGNOS for SoL applications. The central argument presented by this document is that EGNOS is compliant to the detailed technical civil aviation specifications presented in the ICAO standards, to ensure that a user with a receiver which is compliant with Technical Standard Order (TSO) / Minimum Operational Performance Standard (MOPS) can achieve a positioning integrity and continuity performance as defined within the ICAO standards.

The EGNOS Signal-In-Space (SIS) System Safety Case covers design, development and deployment of the system and therefore is a living document that needs to be updated regularly based on the latest available technical information out of System design activities. The first version of the EGNOS SIS Safety Case was issued by the EGNOS Safety Case Team in November 2005. The second version has been prepared by GSA and reviewed by the EGNOS Certification Task Force (ECTF) members in August 2007. A third release of the document was produced February 2008 to reflect the EGNOS system presented at the V2.2 CDR and to incorporate safety issue closure evidence from the ‘core’ document. The next release is expected to be issued in October 2008 and will reflect the outcomes of the SQR 2.2.

The development of each safety case release is conducted under the management of GSA and ECTF. The ECTF was created to act as a management entity for the certification work on EGNOS and therefore is responsible for the supervision of the Safety Case development. As such the group provides a final review of the document and conducts together with EGNOS Project Office a technical analysis of the open issues identified during the drafting of the Safety Case. These open issues are listed and described in separate documents, which are supplementary to the main Safety Case document: Open issues Core Document and Status log. The Core document provides a description of the identified issues that need to be addressed before the system can be used to support SoL operations. The Status Log document provides the resolution status of those issues.

In addition, in order to provide a consolidated file to be delivered to the certification authority, the EGNOS Signal-In-Space (SIS) System Safety Case should be merged with the EGNOS Safety Case Part B that includes safety arguments for the system operations and maintenance activities. The bulk of this integration activity will be conducted by the EGNOS Service Provider outside of the current contract. However expertise on system design aspects is required to merge both documents and some support effort is therefore required in this area.

The work requested is as follows:

- Review existing EGNOS Part A safety case; identify missing or obsolete areas
- Review the current structure and propose refinement in order to improve the readability of the document. Once the proposal agreed by ECTF, refine the structure
- Technical editing of the EGNOS Part A safety case document:
 - Trace outcome of open issues resolutions
 - Trace system evolutions
 - Integrate results from real data collection and performance measurements
 - Ensure consistency with the EGNOS Part B safety case
 - Trace all EGNOS system element obsolescence issues related to certification
- Review and implement the SIS Safety Case guidelines provided by the NSAs during the Service Provider certification process
- Provide support for the integration of the Safety Case part A and B into one single document
- Provide support to the ECTF by preparing input material and processing outcomes, conclusions and recommendations related to Safety Case
- Maintain the Open Issues Core Document and status log by including and describing the identified issues
- Attend key meetings of the EGNOS review panels and prepare a detailed report on the outcome of the reviews with a specific focus on issues related to safety and certification

Duration: This activity will have duration of 12 months starting at To.

1.4.4.2. Deliverables

Ref	Title	Delivery
D4001	EGNOS Part A SC	V1 : To+4 months (after OQR) V2 : To+8 months (after FDCR) V3 : To+12 months
D4002	Update of Core Document and Status log	4 versions for Key EGNOS Milestones
D4003	Analysis report of problem areas for integration of SC part A and B and recommendations for resolution	To+8 months
Output	RIDS drafting during project reviews	Per Review
Output	EGNOS Project Review reports	Per Review

I.4.4.3. Milestones

A total of 2 EGNOS reviews should be foreseen. Each review will involve a number of meetings (3-5) scheduled along a 2 to 3-week duration.

I.4.5. TASK 5 – COLLECTION OF CERTIFICATION SUPPORTING DOCUMENTATION

I.4.5.1. Description

Given the large number of documents and versions of these documents used to constitute or reference the Safety Case File, it has been identified the need to establish a Document Management System (DMS) that would facilitate the control and help the logical organisation of the file.

Previous activities have been conducted to organise, track and manage the certification-relevant documents. The M-Files COTS was then assessed to be the best candidate suiting the GSA needs for building the certification data base. The detailed design of the system has been completed and the data base has been populated for the Safety Case Part A version 3.

The objective of this task is to keep on the activities on management of documents supporting the EGNOS Safety Case. It will include:

- Provide maintenance for the integration of the updated versions of Safety Case part A and the incorporation of the related new documents into the data base
- Provide support to the EGNOS Service Provider for the integration of the Safety Case part B in the DMS
- Prepare an installation of the document server inside the GSA premises and configure it for use over Internet
- Provide maintenance for the tool used for document management, including updates of the tool's parameters and attribute properties.

The contractor should foresee a delivery of the necessary hardware and software, together with the relevant licences for the installation of the server at the GSA premises. Two named user licenses and two concurrent user licenses of the M-Files tool should be delivered to be installed inside the GSA premises.

An interaction with the GSA IT unit should be established in order to define the integration in the current IT infrastructure.

Duration: This activity will have duration of 12 months starting at To.

I.4.5.2. Deliverables

Ref	Title	Delivery
D5001	Installation and configuration of a remote tool for document management	To+6 months
D5002	Fully populated Documentation Database with Safety Case part A	To+12 months

D5003	Fully populated Documentation Database with Safety Case part B	To+12 months
D5004	Delivery of the necessary hardware, software and respective licences and installation of the tool at the GSA premises.	To+12 months

1.4.6. TASK 6 – PREPARATION OF EGNOS SERVICE PROVIDER CERTIFICATION

1.4.6.1. Description

The EGNOS Service Provider will have to be certified as an Air Navigation Service Provider under the Single European Sky service provision regulation (RD 1). The certificate will be issued by DGAC (the French NSA) since the ESSP headquarters will be located in Toulouse as of early 2009. The French NSA will also be the recipient of the EC declaration of verification and the associated technical file prepared by the EGNOS service provider to demonstrate compliance with the essential requirements of the Interoperability Regulation. However, the compliance assessment will be conducted by a larger group of participants under the lead of the DGAC, composed of the main European NSAs from the states represented in the EOIG.

In the frame of the certification activities, the group lead by DGAC will conduct audit reports, provide corrective action plans and review the Safety Case. This work will start in October 2009 with the SES Regulation compliance assessment of the EGNOS Service Provider, review of the EGNOS Safety Case and an Interoperability assessment. The ESP assessment of compliance will be launched with the preparation of a certification questionnaire to be answered by the EGNOS Service Provider and an elaboration of the EGNOS Certification manual. Later on the group will assess the completed questionnaire, provide recommendations and conduct audits in order to assess the ESP compliance.

During the previous activities of GSA some actions were undertaken in order to prepare the certification of the EGNOS Service Provider. A Service Provider Certification Plan was produced that presents recommendations for the integration of the Service Provider Quality, Safety and Security Management systems. It provides also an action plan identifying actions to be organised to suggest a certification roadmap for migrating from the current IOP contract organisation towards a Service Provider-Level organisation.

The following support tasks are requested:

- Assess the readiness of EGNOS Service Provider to demonstrate compliance with the essential requirements of the Interoperability Regulation
- Provide recommendations for the Safety and Quality Management Systems of the EGNOS Service Operator in order to meet its objectives with efficiency
- Review the quality and safety processes and procedures put in place by the EGNOS Service Provider in light of the planned audits by NSA and produce recommendations for improvement
- Contribute to analysis of the certification questionnaire, assess the outcomes of the process and assist ESP to apply the NSA recommendations by providing directions towards successful implementation

- Attend key meetings of the EGNOS operations review panels as independent observer and prepare a detailed report on the outcome of the reviews with a specific focus on issues related to safety and certification
- Provide support to the ECTF by preparing input material and processing outcomes, conclusions and recommendations related to Service Provider Certification.

Duration: This task will have a duration of 12 months starting at To.

Note : The starting time for some individual activities under this task may be delayed depending on the timeline for establishment of the EGNOS Service Provider. The total duration of the task is however expected to remain unchanged.

I.4.6.2. Deliverables

Ref	Title	Delivery
D6001	Report on ESP compliance with the essential requirements of the Interoperability Regulation	V1 : To+6 months VF : To+8 months
D6002	Report and recommendations on ESP processes and procedures in light of the planned audits by NSA	To+4 months
D6003	Report on certification questionnaire assessment, analysis, recommendations and implementation	To+8 months
D6004	Recommendations for the Safety and Quality Management Systems of the EGNOS Service Operator	V1 : To+8 months VF : To+12 months
Output	RIDS drafting during project reviews	Per Review
Output	EGNOS Project Review reports	Per Review

V1: First Version

VF: Final Version

I.4.6.3. Milestones

A total of 2 EGNOS reviews should be foreseen. Each review will involve a number of meetings (3-5) scheduled along a 2 to 3-week duration.

A total of 4 meetings (1 attendee) of EGNOS Certification Task Force in Europe have to be foreseen for the duration of the project.

1.4.7. TASK 7 – EVOLUTION OF THE EGNOS SECURITY BASELINE

1.4.7.1. Description

The provision of air navigation services within the EC should be subject to certification by Member States. ANSPs who comply with the common requirements should receive a certificate in accordance with Article 7 of Regulation (EC) N° 550/2004¹.

The common security requirements for the EGNOS certification process are hence introduced by this regulation, and laid down by Regulation (EC) N° 2096/2005².

A number of security considerations have been taken into account throughout the development of the EGNOS program. A threat analysis was performed in the past to identify the main feared events, their probability of occurrence and their potential impact on the SoL service of EGNOS. From there, some draft security requirements have also been issued.

In addition GSA has started activities in order to complete the System Certification File and to create a set of security documents sufficient to enable a fully informed security certification decision by the relevant Certification Body in support of the overall safety case for the system. This file is necessary for the certification of EGNOS in the civil aviation domain and should demonstrate compliance with the common requirements on security matters. This file contains the following documents:

- EGNOS Security Certification Plan
- EGNOS Security Policy - determining a strategy for achieving security certification
- EGNOS Program Security Instructions - providing instructions on the safeguarding of classified information and material
- Security Risk Assessment - analysis of the specific security risks faced by the system together with a view of their severity
- Security Requirements Statement - providing a set of requirements to mitigate the Security Risks
- Security Assessment of Key Components
- Security Test Plans
- Residual Risk Assessment – presenting the combination of technical and procedural measures to satisfy the security requirements and outlining any risks which may continue to exist in the operational context

Currently, as part of the Security certification file, test plans development is on going in line with threat scenarios identified in the EGNOS security certification plan. The goal is to show that the combination of technical and procedural measures is adequate to address the perceived threats. The scenario testing can use the results of any relevant industry testing. The issue of the test plan has to be followed by execution of the tests on Operational system in order to complete the security file.

The tasks to be performed in this package are listed below. They are the logical continuation of the establishment of a security certification file and follow up the phase of development of the necessary document set. The test assessment shall be conducted according to the already developed

¹ Regulation (EC) n° 550/2004 of the European Parliament and of the Council of 10 March 2004 on the provision of air navigation services in the Single European Sky (the service provision Regulation)

² Commission regulation (EC) n° 2096/2005 of 20 December 2005 laying down common requirements for the provision of air navigation services

security test plans that will be provided to the contractor; additional security tests will be performed by the contractor if the latter assesses gaps in the security tests.

- Perform an analysis of the security provisions included in the Service Level Agreements (SLA) established with the entities hosting EGNOS sites. It is assumed that SLAs will be in place among the Service Provider and site-hosting entities. The contractor shall analyse a limited number of representative SLAs (e.g. one per site-type), identifying weak points, gaps, needed additions etc., as well as important aspects to be covered by each specific site SLA, e.g. according to their geographical location.
- Perform Operational Site Assessment on 3 (one MCC, one NLES, and one RIMS) different sites for compliance with Operational Security Procedures:
 - Develop and agree checklist for assessment
 - Carry out assessment
 - Produce report and recommendations
- Execute Tests on Operational system and networks and Document results.
- Perform additional testing for known vulnerabilities (IT Health Check).
- Ensure all requirements are covered and where full compliance cannot be demonstrated ensure that this is reflected in a Risk Mitigation Plan, containing the contractors' recommendations on needed mitigations. The Risk Mitigation Plan shall also provide a cost analysis related to the implementation of the proposed mitigation actions.
- Provide finalised Residual Risk assessment in line with the updated Security Requirements statement and on the basis of the current implementation of the system. For the latter, a liaison with the EGNOS developer will be needed.
- Attend key meetings of the EGNOS review panels as independent observer and prepare a detailed report on the outcome of the reviews with a specific focus on issues related to security and certification.
- Support the GSA in specific meetings (e.g., the System Safety and Security Committee – 3SC – meetings), by preparing input material and detailed reports. Assure the action tracking of the Security related activities.
- Support the GSA in the analysis of legal aspects related to the security issues addressed by the contract with the future EGNOS Operator and relevant to Service Provider Certification.

Duration: This task will have a duration of 12 months starting at To.

I.4.7.2. Deliverables

Ref	Title	Delivery
D7001	Operational Site Assessment report	V1: To + 6 months VF: To + 12 months
D7002	Operational system tests report	V1: To + 6 months VF: To + 12 months
D7003	Risk Mitigation Plan	V1: To + 8 months VF: To + 12 months
D7004	Residual Risk assessment	V1: To + 8 months VF: To + 12 months
D7005	Analysis report of the SLA security provisions	To + 6 months
Output	RIDS drafting during project reviews	Per Review
Output	EGNOS Project Review reports	Per Review
Output	Security meeting reports and action list	Per Review

NB: The work to be performed under this task will entail utilisation of "RESTREINT UE" documentation. The corresponding deliverables listed above shall also be classified as "RESTREINT UE". Some of the above mentioned activities might require the management and

production of documents classified as "CONFIDENTIEL UE". Eligibility criteria for the prime contractor(s) involved in this work package are further described in Section IV.3.2 below.

I.4.7.3. Milestones

A total of 2 EGNOS reviews should be foreseen. Each review will involve a number of meetings (3-5) scheduled along a 2 to 3-week duration.

A total of 4 meetings (1 attendee) for preparation of specific (e.g., the 3SC) meetings in Europe have to be foreseen for the duration of the project.

I.4.8. TASK 8 - SUPPORT TO COTS SOFTWARE CERTIFICATION

I.4.8.1. Description

Most of EGNOS safety critical software were developed using civil aviation development standards consistent with the assessed level of criticality of their related function in the system. However, a few elements of the system, classified as DAL Level C, were procured as Commercial Off The Shelf (COTS) components and additional verification is required to complete the certification file.

As a result of the activities performed by GSA related to the COTS software certification, the COTS justification and verification files have been assessed and complementary actions have been specified in order to produce a detailed COTS certification. The methods used for certification are based on alternative solutions proposed by DO-178B and DO-278 and provide admissible level of verification defined by the standards. The way to achieve the COTS certification is to perform requirement based verification and intensive tests, based on pseudo random inputs and to provide Product Service History (PSH).

The objective of the workpackage is to:

- Complement the Software Certification file for the EGNOS Security modules procured in the frame of EGNOS release 2.2. The work shall assemble a demonstration file commensurate with the retained DAL level
- Track and analyse Product Service History logs
- Support the maintenance of the Software Certification file in order to reflect the evolutions of the system elements and Product Service History log
- Provide a mapping of the EGNOS software development standard with COMMISSION REGULATION (EC) No 482/2008 requirements.

Duration: This activity will have duration of 12 months starting at To.

I.4.8.2. Deliverables

Ref	Title	Delivery
D8001	Analysis of EGNOS security modules	To+6 months
D8002	Product Service History log report	To+12 months
D8003	Software Certification file – updated version	To+12 months
D8004	Mapping report of the EGNOS software standard with EC No 482/2008 requirements.	To+4 months

I.5. Project milestones and meetings

Progress meetings will be organized on a 3-monthly basis to present the status of the work and steer the next period.

Technical coordination meetings will be held with the GSA as required to progress on each specific topic. A number of 2 technical coordination meetings should be foreseen for each task.

In addition to the regular progress meetings, three project reviews are foreseen with the objective to endorse the technical work performed by the contractor and approve related deliverables:

Project Milestone	Review	Venue	Objective	Schedule
Kick-Off Meeting	KOM	GSA	Authorization of the start of project activities by GSA; Clarify and settle open points and details of the project.	To
Intermediate Review	IR	GSA	Assess the accomplishment of the project over the first period of activities; Steer the activities for the period to come.	To + 6 months
Final Acceptance Review	FAR	GSA	Draw conclusions on the project outcome. Collect recommendations for future work. Approve final deliverables. Disseminate accomplishments.	To + 12 months

I.6. Project duration

The project activities shall start at To and will end after an estimated period of 12 months (after successful completion of the FAR).

I.7. Deliverables

1.7.1. Reports and documents to produce

The precise nature of the deliverables and reports required is specified under each individual task description in section I.4 above. The GSA shall have 30 days from receipt to approve or reject the reports and documents. Within 15 days of receiving the GSA's comments or request for clarification, the contractor will submit additional information or another report.

1.7.2. Report format and publication

3 copies of the reports shall be supplied in paper form and one copy in electronic form, either in MS Word or in HTML format.

GSA may publish the results of the study. For this purpose, the tenderer must ensure that the results of the study are not subject to restrictions based on duties of confidentiality and/or third party's intellectual property rights, which might hinder the publication of the study or expose GSA to infringement claims by third parties. Should the tenderer intend to use information or data for the study, which might be subject to restrictions on publication, the tenderer must explicitly mention this fact in the bid.

I.8. Place of Performance

The tasks will be mainly performed on the Contractor's premises. However, some collocation periods with the EGNOS Project Office in Toulouse shall be foreseen (in average 1 week per month) in order to attend the key meetings of the EGNOS review panels and to strengthen the drafting of the Consolidated data report, EGNOS Design Safety Case and assure interaction with EPO for Support to COTS Software Certification (tasks 3, 4 and 8). The contractor should be able to provide the necessary resources to interact with the EPO work on system design aspects, to coordinate the outcomes and to synthesise the results from the EPO activities.

Meetings between the contractor and GSA will be held at GSA premises in Brussels.

I.9. Contract Value

The budget for the project as described is estimated at maximum €800 000 (VAT excluded).

II. TERMS OF CONTRACT

In drawing up his offer, the tenderer should bear in mind the provisions of the draft Contract attached to this invitation to tender. Any limitation, amendment or denial of the terms of contract will lead to automatic exclusion from the procurement procedure.

GSA may, before the contract is signed, either abandon the procurement procedure or cancel the award procedure without the tenderers being entitled to claim any compensation.

II.1. Terms of payment

Payments shall be made in accordance with the provisions specified in the service Contract.

II.2. Financial guarantees

Guarantee on pre-financing

For any pre-financing higher than 100,000 EUR, a financial guarantee equivalent to the amount of the pre-financing will be requested.

Depending on the financial situation of the tenderer, GSA may ask for the financial guarantee for amounts lower than 100,000 EUR.

II.3. Subcontracting

If the tenderer intends to subcontract part of the service, he shall indicate in his offer which part will be subcontracted and to what extent (% of the total contract value).

Tenderers must inform the subcontractor(s) that Article II.17 of the Contract will be applied to them. Once the Contract has been signed, Article II.13 of the above-mentioned contract shall govern the subcontracting.

II.4. Legal form to be taken by the grouping of service providers to whom the contract is awarded

Groupings, irrespective of their legal form, may submit bids. Tenderers may, after forming a grouping, submit a joint bid on condition that it complies with the rules of competition. Such groupings (or consortium) must specify the company or person heading the project and must also submit a copy of the document authorising this company or person to submit a bid. If awarded, the contract will be signed by the company of the person heading the project, who will be, vis à vis GSA, the only contracting party responsible for the performance of this contract. Tenders from a consortium of firms or groups of service providers, contractors or suppliers must specify the role, qualifications and experience of each member of the consortium or group. Each member must provide all the necessary documents for assessing the bid as a whole with regard to the exclusion criteria, selection criteria (all of them) and award criteria.

III. FORM AND CONTENT OF THE TENDER

III.1. General

Tenders must be written in **one of the official languages** of the European Union. However, and due to the technical nature of the project, tenders are invited to submit their bids (or at least the technical part thereof) preferably in English.

Tenders must be clear and concise, with continuous page numbering, and assembled in a coherent fashion (e.g. bound or stapled, etc...). Since tenderers will be judged on the content of their submitted bids, they must make it clear that they are able to meet the requirements of the specifications.

III.2. Structure of the tender

All tenders must include three sections i.e. an administrative, a technical and a financial proposal.

III.2.1. Section One: administrative proposal

This section must provide the following information, set out in the standard identification forms attached to these tender specifications (Annexes 1, 2, 3 and 4):

- Tenderers' identification (Annex 1)
 - All tenderers must provide proof of **registration**, as prescribed in their country of establishment, on one of the **professional or trade registers** or provide a declaration or certificate.
 - If the tenderer is a natural person, he/she must provide a copy of the identity card/passport or driving licence and proof that he/she is covered by a social security scheme as a self-employed person.

Each service provider (including subcontractor(s) or any member of a consortium or grouping) must complete and sign the identification forms in Annex 1 and also provide above-mentioned documents. However, the subcontractor(s) shall not be required to fill in or provide those documents when the services represent less than 10% of the contract.

- Financial identification (Annex 2)

The **bank identification form** must be completed and signed by an authorised representative of the tenderer. In the case of a grouping, this form must only be provided by the person heading the project.

- Legal entities (Annex 3)

The legal entity form in Annex 3 must be completed in and should be accompanied by requested supporting documents. In the case of a grouping, this form must only be provided by the person heading the project.

- Declaration regarding exclusion criteria (Annex 4)

Please refer to Article IV.1 below.

The candidate shall also include in this section the documents required under Article IV.3.1 below (economic and financial capacity).

GSA reserves the right, however, to request any evidence in relation to the bid submitted for evaluation or verification purposes within a time-limit stipulated in its request.

III.2.2. Section Two: Technical proposal

This section is of great importance in the assessment of the bids, the award of the contract and the future execution of any resulting contract.

Some guidelines are given below, but attention is also drawn to the award criteria, which define those parts of the technical proposal to which the tenderers should pay particular attention. The technical proposal should address all matters laid down in the specifications and should include models, examples and technical solutions to problems raised in the specifications. The level of detail of the tender will be extremely important for the evaluation of the tender.

Tenderers must present in their bids a proposal on the methodology and the organisation of the work to carry out in the framework of the study. In particular, the technical proposal shall include a set of detailed work-package descriptions that identify the non-contractual outputs to be produced in the frame of the contract and will detail the interfaces to be established with external entities to perform the work required. The technical proposal shall include a detailed schedule. The technical proposal shall include a detailed allocation of task per partner. A detailed description of the deliverable shall also be presented. The technical proposal shall include a statement of compliance against all activities described in the statement of work.

Tenderers shall describe as part of their technical proposal all prior experience relevant to perform the work requested.

Tenderers shall submit, as part of the technical proposal, CVs for key personnel involved in the different tasks.

Tenderers shall provide, as part of their technical proposal, a table indicating:

- IPR already existing and which the tenderer intends to use for the scope of the study (background IPR);
- IPR property which the tenderer expects to create in performance of the Contract (foreground IPR);
- Third party IPR which the tenderer intends to use in performance of the Contract;
- Open source programmes or information which the bidder intends to use in performance of the Contract;
- Possible restrictions on the use of the results of the study due to third party's IPR or duties of confidentiality.

The term IPR includes intellectual or industrial property rights as well as know-how and other information, which might be or is protected by a duty of confidentiality.

The technical proposal must provide all the information needed for the purpose of awarding the contract.

III.2.3. Section Three: Financial proposal

All tenders must contain a financial proposal, which shall include a separate financial proposal for each task to be performed, as described in point 1.4 above. The tenderer's attention is drawn to the following points:

- Prices must be quoted in euros, including the countries which are not in the euro-area. As far as the tenderers of those countries are concerned, they cannot change the amount of the bid because of the evolution of the exchange rate. The tenderers choose the exchange rate and assume all risks or opportunities relating to the rate fluctuation.
- Prices must be fixed amounts and include all expenses, such as travel expenses and daily allowances.
- **Prices should be quoted free of all duties, taxes and other charges, i.e. also free of VAT**, as the Communities are exempt from such charges in the EU under Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Communities of 8 April 1965 (OJ L 152 of 13 July 1967). Exemption is granted to GSA by the governments of the Member States, either through refunds upon presentation of documentary evidence or by direct exemption. For those countries where national legislation provides an exemption by means of a reimbursement, the amount of VAT is to be shown separately. In case of doubt about the applicable VAT system, it is the tenderer's responsibility to contact his or her national authorities to clarify the way in which the European Community is exempt from VAT.
- **Prices shall** be fixed and not subject to revision during the performance of the contract.
- Bids must indicate the number of actual man-days needed to carry out the work sought under each task, split up per staff member involved.
- For each category of staff involved in the project, the tenderer must specify:
 - § the total labour costs;
 - § the **daily rates**;
 - § other categories of costs, indicating the nature of the cost, the total amount, the unit price and the quantity.

Bids involving more than one service provider (consortium) must specify the amounts indicated above for each provider.

IV. ASSESSMENT AND AWARD OF THE CONTRACT

The assessment will be based on each tenderer's bid.

All the information will be assessed in the light of the criteria set out in these specifications. The procedure for the award of the contract, which will concern only admissible bids, will be carried out in three successive stages.

The aim of each of these stages is:

- 1) to check on the basis of the exclusion criteria, whether tenderers can take part in the tendering procedure;
- 2) to check on the basis of the selection criteria, the technical and professional capacity and economic and financial capacity of each tenderer;
- 3) to assess on the basis of the award criteria each bid which has passed the exclusion and selection stages.

The contract will be awarded to the tenderer ranked best when the bids are evaluated.

IV.1. Exclusion criteria (exclusion of tenderers)

To be eligible for participating in this contract award procedure, tenderers must not be in any of the following exclusion grounds³:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they have been convicted of an offence concerning their professional conduct by a judgement which has the force of res judicata;
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- (d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- (e) they have been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- (f) following another procurement procedure or grant award procedure financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations;

³ Article 93 of Council Regulation (EC, Euratom) No 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the general budget of the European Communities (OJ L 248 of 16.9.2002)

IV.1.1. Evidence to be provided by the tenderers

1. GSA shall accept, as satisfactory evidence that the tenderer is not in one of the situations described in point (a), (b) or (e) above, the production of a recent extract from the judicial record or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied.
2. GSA accepts, as satisfactory evidence that the tenderer is not in the situation described in point (d) above, a recent certificate issued by the competent authority of the State concerned.

Where no such certificate is issued in the country concerned, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

The documents referred to in paragraph 1 and 2 shall relate to legal and/or natural persons including, if applicable with regard to points b) and e), company directors or any person with powers of representation, decision-making or control in relation to the tenderer.

The GSA may waive the obligation for the tenderers to submit documentary evidence if such evidence has already been submitted to it for another procurement procedure and provided the documents were issued not more than one year earlier and are still valid. In such cases, the tenderer must declare on his honour that the documentary evidence has already been provided in a previous procurement procedure, state the reference number and subject matter of the procedure, and confirm that there has been no change in the situation.

IV.1.2. Other cases of exclusion

Contracts will not be awarded to tenderers who, during the procurement procedure:

- a) **are subject to a conflict of interest;**

Tenderers must declare:

- that they do not have any conflict of interest in connection with the contract; a conflict of interest could arise in particular as a result of economic interests, political or national affinities, family or emotional ties, or any other relevant connection or shared interest;
- that they will inform the contracting authority, without delay, of any situation constituting a conflict of interest or which could give rise to a conflict of interest;
- that they have not made and will not make any offer of any type whatsoever from which an advantage can be derived under the contract;
- that they have not granted and will not grant, have not sought and will not seek, have not attempted and will not attempt to obtain, and have not accepted and will not accept, any advantage, financial or in kind, to or from any party whatsoever, constituting an illegal practice or involving corruption, either directly or indirectly, as an incentive or reward relating to the award of the contract.

GSA reserves the right to check the above information.

- b) **are guilty of misrepresentation** in supplying the information required by the contracting authority as a condition of participation in the contract procedure or fail to supply this information.

IV.1.3. Declaration

Tenderers must fill in and sign the forms attached to the specifications (Annex 4).

Where the bid involves more than one service provider (consortium or grouping), each provider must fill in and return the form, as well as the evidence specified in pt IV.1.1.

Subcontractors (when the subcontracted part exceeds 20% of the contract) must only provide the form in Annex 4.

Bids submitted by subcontractors which have not provided the abovementioned documents may not be taken into consideration. GSA reserves the right however to request any document relating to the proposed tender for evaluation and verification purpose within a time period stated in its request.

IV.2. Administrative and financial penalties

1. Without prejudice to the application of penalties laid down in the contract, candidates or tenderers and contractors who have been guilty of making false declarations or have been found to have seriously failed to meet their contractual obligations in an earlier procedure will be excluded from all contracts and grants financed by the Community budget for a maximum of two years from the time when the infringement is established, as confirmed after an adversarial procedure with the contractor.

That period may be extended to three years in the event of a repeat offence within five years of the first infringement.

Tenderers or candidates who have been guilty of making false declarations will also incur financial penalties representing 2% to 10% of the total value of the grant being awarded.

Contractors who have been found to have seriously failed to meet their contractual obligations will incur financial penalties representing 2% to 10% of the value of the grant in question.

This rate may be increased to 4% to 20% in the event of a repeat offence within five years of the first infringement.

2. In the cases referred to in points IV.1, a), c), d), the candidates or tenderers will be excluded from all contracts and grants for a maximum of two years from the time when the infringement is established, as confirmed after an adversarial procedure with the contractor.

In the cases referred to in points IV.1, b) and e), the candidates or tenderers will be excluded from all contracts and grants for a minimum of one year and a maximum of four years from the date of notification of the judgment. Those periods may be extended to five years in the event of a repeat offence within five years of the first infringement or the first judgment.

3. The cases referred to in point IV.1, e) cover:

a) cases of fraud as referred to in Article 1 of the Convention on the protection of the European Communities' financial interests established by the Council Act of 26 July 1995 (OJ/C 316 of 27.11.1995, p. 48);

b) cases of corruption as referred to in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, established by the Council Act of 26 May 1997 (OJ/C 195 of 25.6.1997, p. 1);

c) cases of participation in a criminal organisation, as defined in Article 2(1) of Joint Action 98/733/JHA of the Council (OJ/L 315 of 29.12.1998, p. 1);

d) cases of money laundering as defined in Article 1 of Council Directive 91/308/EEC (OJ/L 166 of 28.6.1991, p.77).

IV.3. SELECTION CRITERIA (SELECTION OF TENDERERS)

To be eligible, the tenderers must have the economic and financial capacity as well as the technical and professional capacity to perform the tasks required in this call for tender.

IV.3.1. Economic and financial capacity – References required

Tenderers must provide proof of their financial and economic capacity by means of the following documents: the balance sheets or extracts from balance sheets for the last three financial years, and a statement of overall turnover and turnover relating to the relevant services for the last three financial years.

This rule applies to all service providers, regardless of the percentage of tasks they intend to execute, once they have chosen to submit a tender. However, if the tender includes subcontractors whose tasks represent less than 20% of the contract, those subcontractors are not obliged to provide evidence of their economic and financial capacity.

IV.3.2. Technical and professional capacity – References required

The tenderers shall demonstrate competence in GNSS technology. In particular, the tenderers shall be familiar with the EGNOS project.

The tenderers shall have an in-depth knowledge of ECSS standards (in particular in the area of safety and quality assurance processes).

The tenderers shall have a good knowledge of safety standards and certification procedures applicable in the aviation, rail and maritime environment. In particular, in-depth understanding of Eurocontrol SAFETY Regulatory Requirements (ESARRs) standards is required.

The tenderer shall have extensive knowledge of software development and certification processes for safety critical systems. In addition, the tenderer shall have at least 5 years of experience in independent software testing activities.

The tenderer shall be familiar with dynamic web development, in particular to have good knowledge of XML/XSL and PHP languages as well as good experience with MySQL and web server configuration.

The tenderer should be familiar with Document Management Systems, in particular the M-Files tool, and in the same time to demonstrate good knowledge of the structure and the relevant documents of the Safety Case in order to provide support for the logical organisation of the file in the DMS tool.

The tenderer shall have a comprehensive knowledge of system operations in the context of civil aviation and shall have a prior experience in safety auditing.

The tenderers shall have a major prior experience in the domain of certification of safety critical systems.

The tenderers shall have at least 5 years of experience in the domain of security analysis. In addition, all contractors involved in Task 7, dealing with EGNOS Security studies must provide evidence of their experience and ability to comply with security instructions applicable as described in the draft Security Aspects Letter attached to this invitation to tender. Selection criteria in security field will be:

- Description of the security organisation of each company involved as prime contractor or subcontractor, for the management of classified information up to

CONFIDENTIAL level, including EU classified information. This description should contain also the following details for each company involved: country, company name, address, Local Security Officer (LSO) contact details (name, tel, fax, e-mail), Project Leader contact details (name, tel, fax, e-mail);

- Analysis of the SAL requirements and provision of a compliance matrix, providing, if needed, only the status "Partial Compliance (PC)" or "Non Compliance (NC)" with a justification for each of them;
- Demonstration that contractor's personnel as well as sub-contractors' personnel with a need to handle EU or national classified information up to the level of CONFIDENTIAL in the framework of the contract, hold a valid and appropriate Personal Security Clearance (PSC) for that purpose;
- Description of the specific elements used or produced in the framework of the contract which should be classified and specifying the applicable security classification levels required;
- Demonstration that all industrial or other entities which need an access to information classified CONFIDENTIAL hold a national Facility Security Clearance (FSC). The FSC is granted by the NSA/DSA of the Member State to confirm that a facility can afford and guarantee adequate security protection of EU or national classified information to the appropriate classification level;
- No contract or subcontract may be awarded to entities registered in a non-EU Member State, except if agreements on security procedures for the exchange of classified information have been established with them, defining the purpose of cooperation and the reciprocal rules on the protection of the information exchanged and following article 26 of the Commission Decision 2001/844/EC, ECSC, Euratom of 29 November 2001 amending its internal Rules of Procedure.
- The contractor and the subcontractors for whom an access to the classified information provided by the ESA GalileoSat programme is required, must be in EU Member States participants of the GalileoSat PSI⁴, without prejudice to the article 26 of the Commission Decision 2001/844/EC, as mentioned above.

If several service providers/subcontractors are involved in the bid, each of them must have and show that they have the professional and technical capacity to perform the tasks assigned to them.

Tenderers should provide with their bid detailed curriculum vitae of each staff member responsible for carrying out the work, including his or her educational background, degrees and diplomas, professional experience, research work, publications and linguistic skills.

The CV's shall be presented, preferably, in accordance with Commission Recommendation on a common European format for curricula vitae, published in OJ L79 of 22 March 2002, p. 66.

IV.4. EVALUATION OF TENDERS – AWARD CRITERIA

⁴ Program Security Instruction concerning the GalileoSat programme (short title: GalileoSat PSI) issued by Galileo Security Board (GSB), 23 July 2007; participants are: Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Italy, Luxembourg, The Netherlands, Norway, Portugal, Spain, Sweden, Switzerland, The United Kingdom.

The contract will be awarded according to the criteria given below, on the basis of the economically most advantageous tender.

Only bids that have reached a total score of a minimum of 70% and a minimum score of 60 % for each technical criterion will be taken into consideration for awarding the contract.

a) Technical evaluation criteria as weighted (70%)

N°	Award Criteria	Weighting
1	Understanding of the requirements and objectives and discussion of problem areas <ul style="list-style-type: none"> -Quality of content of the technical proposal <ul style="list-style-type: none"> .Bidder analysis of the requirement .Understanding of the environment under which the study is conducted (knowledge of actors, relation with other on-going activities...) .Assessment of risks identified for the EGNOS certification programme .Analysis of interface requirements between the different tasks -Compliance to Statement of work – Completeness -Relevance of proposed options 	30
2	Quality and suitability of proposed programme of work; adequacy of approach <ul style="list-style-type: none"> - Quality of the proposed team responsible for carrying out the task(s) - Relative efforts for each activities - Adequacy of allocation of tasks within the team - Quality of Work Package Description - Confidence the work programme is appropriate to meet the requirement 	40
3	Adequacy of management, and planning for the execution of the work <ul style="list-style-type: none"> - Adequacy of reporting scheme - Adequacy of management level of effort - Quality of proposed planning 	30
Total number of points		100

b) Total price (30%)

Total number of points for price: X (Where X is the highest score for technical evaluation reached by an eligible offer).

Score for price for offer (a) will be then computed as follows: $X * \text{lowest price among eligible offers} / \text{price of offer (a)}$

The contract will be awarded to the tenderer which offers the best quality price score as measured by the following formula:

$70\% * (\text{Total number of points for technical evaluation}) + 30\% * (\text{Total number of points for price})$

IV.5. Information for tenderers

GSA will inform tenderers of decisions reached concerning the award of the contract, including the grounds for any decision not to award a contract or to recommence the procedure.

If a written request is received, GSA will inform all rejected tenderers of the reasons for their rejection and all tenderers submitting an admissible tender of the characteristics and relative advantages of the selected tender and the name of the successful tenderer.

However, certain information may be withheld where its release would impede law enforcement or otherwise be contrary to the public interest, or would prejudice the legitimate commercial interests of economic operators, public or private, or might prejudice fair competition between them.

IV.6. Annexes

1. Identification of the Tenderer
2. Financial Identification
3. Legal Entity Form
4. Declaration by the Tenderer (relating to the exclusion criteria)
5. Draft Contract
6. Draft Security Aspect Letter
7. Draft European GNSS Project Security Instruction

ANNEX 1

IDENTIFICATION OF THE TENDERER

(Each service provider, including subcontractor(s) or any member of a consortium or grouping, must complete and sign this identification form)

Call for tender GSA/OP/10/08

Identity	
Name of the tenderer	
Legal status of the tenderer	
Date of registration	
Country of registration	
Registration number	
VAT number	
Description of statutory social security cover (at the level of the Member State of origin) and non-statutory cover (supplementary professional indemnity insurance) ⁵	
Address	
Address of registered office of tenderer	
Where appropriate, administrative address of tenderer for the purposes of this invitation to tender	
Contact Person	
Surname:	
First name:	
Title (e.g. Dr, Mr, Ms) :	
Position (e.g. manager):	
Telephone number:	
Fax number:	
E-mail address:	

⁵ For natural persons

Legal Representatives	
Names and function of legal representatives and of other representatives of the tenderer who are authorised to sign contracts with third parties	
Declaration by an authorised representative of the organisation⁶ I, the undersigned, certify that the information given in this tender is correct and that the tender is valid.	
Surname: First name:	Signature:

⁶ This person must be included in the list of legal representatives; otherwise the signature on the tender will be invalidated.

ANNEX 2 - Financial Form
(to be completed by the tenderer)

The tenderer's attention is drawn to the fact that this document is a model and that a specific **Financial Form** for each Member State is available at the following Internet address: <http://gsa.europa.eu/>, under the "Call for tender" section

FINANCIAL IDENTIFICATION

<u>ACCOUNT HOLDER</u>	
NAME	<input style="width: 100%;" type="text"/>
ADDRESS	<input style="width: 100%;" type="text"/>
TOWN/CITY	<input style="width: 80%;" type="text"/> POSTCODE <input style="width: 20%;" type="text"/>
COUNTRY	VAT NUMBER <input style="width: 80%;" type="text"/>
CONTACT PERSON	<input style="width: 100%;" type="text"/>
TELEPHONE	FAX <input style="width: 80%;" type="text"/>
E - MAIL	<input style="width: 100%;" type="text"/>

<u>BANK</u>	
BANK NAME	<input style="width: 100%;" type="text"/>
BRANCH ADDRESS	<input style="width: 100%;" type="text"/>
TOWN/CITY	<input style="width: 80%;" type="text"/> POSTCODE <input style="width: 20%;" type="text"/>
COUNTRY	<input style="width: 80%;" type="text"/>
ACCOUNT NUMBER	<input style="width: 100%;" type="text"/>
IBAN (optional)	<input style="width: 100%;" type="text"/>

REMARKS :

<u>BANK STAMP + SIGNATURE of BANK REPRESENTATIVE</u> (Both Obligatory)

<u>DATE + SIGNATURE of ACCOUNT HOLDER :</u> (Obligatory)

ANNEX 3 - Legal Entity Form
(to be completed by the tenderer)

The tenderer's attention is drawn to the fact that this document is a model and that a specific **Legal Entity Form** for each Member State is available at the following Internet address:
<http://gsa.europa.eu/>, under the "Call for tender" section

Please note that we can only accept either original documents or certified copies, which must be less than 6 months old.

In the case of a grouping, this form must only be provided by the person heading the project.

ANNEX 4

DECLARATION BY THE TENDERER

Each service provider, including subcontractor(s) or any member of a consortium or grouping, must sign this identification form

1. In accordance with Article 93 of the Financial Regulation of the European Communities (Council Regulation 1605/2002 of 25.6.2002) published in Official Journal L 248 of 16 September 2002, I declare on my honour that I am not in any of the following situations which would exclude me from participating in this procurement procedure:
 - a) I am not bankrupt, being wound up or having my affairs administered by the courts, I have not entered into an arrangement with creditors, I have not suspended business activities, I am not the subject of proceedings concerning any such matters, and I am not in any similar situation arising from a similar procedure provided for in legislation or regulations;
 - b) I have not been convicted of an offence concerning my professional judgement by a judgment which has the force of res judicata;
 - c) I have not been found guilty of grave professional misconduct proven by any means which the contracting authority can justify;
 - d) I have not failed to fulfil obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which I am established or with those of the country or the contracting authority or those of the country where the contract is to be performed;
 - e) I have not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
 - f) as a consequence of another procurement or grant procedure financed by the Community budget, I have not been declared to be in serious breach of contract for failure to comply with my contractual obligations,
2. In addition, the undersigned declares on his or her honour:
 - a) that on the date of submission of the tender, the company or organisation I do represent and the staff proposed for this tender are not subject to a conflict of interests in the context of this invitation to tender; I undertake to inform GSA without delay of any change to this situation after the date of submission of the tender.
 - b) that the information provided to GSA within the context of this invitation to tender is accurate, sincere and complete.

Done at on.....

Name

Title

Company.....

Signature: