

## CORRIGENDUM NO 2

### Title of Procedure: “Provision of support services to the European Union Agency for the Space Programme and the European Commission”

Reference: EUSPA/OP/37/23 (EUSPA/PRG/2024/OP/0001)

(WFID: 302082)

#### A. Tender Specifications

1. The Procurement Schedule in Section 1.8 of Annex I - Tender Specifications is modified as follows

Timetable	Date	Comments
Launch of procurement process - submission for publication of Contract Notice to the Supplement to the EU Official Journal	23 February 2024	All documents of the Invitation to Tender available at:  Funding & Tenders Portal <a href="https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/a0afc6f2-a024-4ae3-8393-5dfde22f0001-CN">https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/a0afc6f2-a024-4ae3-8393-5dfde22f0001-CN</a>  and  EUSPA website <a href="http://www.EUSPA.europa.eu/EUSPA/procurement">http://www.EUSPA.europa.eu/EUSPA/procurement</a>
Industry Day	15 March 2024	According to section 4.8 of the present document
Deadline for submission of a non-disclosure undertaking (hereinafter referred to as ‘NDU’) for access to Proprietary Information (unclassified and classified information) for all LOTS	12 April 2024	The deadline is <b>advisory</b> , it is up to the tenderer to decide when to submit the NDU, so that they have enough time to prepare their tender. NDU received less than a week before tender submission deadline may not be processed by EUSPA
Deadline for requests of clarifications	8 May 2024	Clarification requests to be sent in writing only to:  <a href="mailto:tenders@EUSPA.europa.eu">tenders@EUSPA.europa.eu</a>

Last date on which clarifications may be issued by EUSPA	<b>10 May 2024</b>	All clarifications will be published at the EUSPA's procurement website: <a href="http://www.EUSPA.europa.eu/EUSPA/procurement">http://www.EUSPA.europa.eu/EUSPA/procurement</a>  Tenderers are encouraged to check the EUSPA's procurement website on a regular basis.
<b>Deadline for submission of tenders</b>	<b>16 May 2024 at 23.59 CET</b>	<b>According to conditions of submissions set out in section 4.7 of these specifications.</b>
Opening session and start of evaluation process	<b>21 May 2024</b>	As per section 4.9 of the present document:  Lot 1: 14:00  Lot 2: 14:30  Lot 3: 15:00  Lot 4: 15:30  Lot 5: 16:00  All times shall be intended as the local time on the EUSPA premises in Prague, Czech Republic.
<b>Completion of evaluation</b>	<b>19 July 2024 (estimated)</b>	
<b>Award</b>	<b>30 August 2024 (estimated)</b>	
Estimated start of implementation of the Contract  The estimated date is only indicative, it may be changed and it is not binding on the Contracting Authority.	Upon award	

2. In Section 2.1.6 of Annex I to ITT – Tender Specifications, footnote 12, reference to “Error! Reference source not found” is replaced by reference to section 1.6.
3. Following sentence is added in section 2.2.4 before the “Important notes”:

If the NDU was signed via QES - see the last paragraph of section 4.7, its submission via email to [tenders@euspa.europa.eu](mailto:tenders@euspa.europa.eu) is sufficient (no need of sending a paper copy by mail).

4. In section 2.2.7.2 of Annex I to ITT – Tender Specifications, references to the “Executive Summary of the technical proposal” are replaced by references to the “**Cover Letter of the Administrative File**”.
5. In Section 2.2.9 of Annex I to ITT – Tender Specifications, reference to REQ 3.9.2 of the SAL is replaced by reference to REQ **4.6**. Accordingly, in Section 3.2.1 of Annex I to ITT – Tender Specifications, Criterion L6, reference to REQ 3.9.2 of the SAL is replaced by reference to REQ **4.6**.
6. In section 3.2.1 of Annex I to ITT – Tender Specifications, Criterion L7, reference to “section 0Error! Reference source not found” is replaced by reference to “**section 2.2.2**” (Specific conditions for PRS-related activities) of the Tender Specifications.
7. Section 4.6.1 (Administrative File) of Annex I to ITT – Tender Specifications, paragraph (1) is modified as follows:

Each tender shall include an administrative file, containing:

<b>Ref.#</b>	<b>ENVELOPE/FOLDER 1 – ADMINISTRATIVE DOCUMENTS and DOCUMENTS RELATING TO EXCLUSION and LEGAL AND FINANCIAL/ECONOMIC SELECTION CRITERIA 1 (one) ORIGINAL, 1 (one) ELECTRONIC COPY per envelope)</b>
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(1)	<p>A <b>cover letter</b>, dated and signed by duly authorized representative of the tender, including:</p> <ul style="list-style-type: none"> <li>- A declaration of full acceptance of the requirements in this Invitation to Tender;</li> <li>- The Tenderer's undertaking to provide the services;</li> <li>- Analysis of absence of conflicting interest, as per section <del>2.2.72.2.7.2.2.2.7.2</del> <sup>Corrig. 2</sup> above;</li> <li>- A list of all the documentation included/enclosed in the tender;</li> <li>- A list of the legal entities involved, specifying each entity's role and qualifications and the share of the FWC total price that will be covered by the respective entity's contribution;</li> <li>- Tenderer's contact details.</li> <li>- A declaration that any of the entities involved are not a Restricted Person and do not fall under the scope of subject to EU Restrictive Measures in the list published at <a href="http://www.sanctionsmap.eu">www.sanctionsmap.eu</a>.</li> </ul> <p>If the tender is submitted by a consortium or grouping:</p> <ul style="list-style-type: none"> <li>- specify each member's role and qualifications</li> <li>- include a letter signed by each member undertaking to participate as detailed,</li> <li>- justified assessment of the compliance with competition laws as per section 2.2.14 (in case of joint bidding)</li> <li>- For entities belonging to the same Group intending to submit a tender for different lots</li> <li>- evidence of the autonomous/non-collusive character of the tender (see section 1.5.3)</li> <li>- a list of the third parties / COTS product for verification by the Contracting Authority (section 2.2.11 (iii)) <del>Error! Reference source not found.</del> <sup>Corrig 2,</sup></li> <li>- statement of full compliance with the SAL – Annex I.G part 1, or pointing out the main deviations with a reference to Annex I.G part 2 (Statement of Compliance)</li> </ul> <p><b>For the subcontracting:</b></p> <ul style="list-style-type: none"> <li>- Indicate the elements and proportion (%) of the tender for which subcontracting is planned.</li> </ul>
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8. In section 4.6.2 (Technical proposal) of Annex I to ITT – Tender Specifications, paragraph (1) B. Selection Criteria Evidences, is modified as follows:

**“B. Selection Criteria Evidences**

- All evidence relating to the selection criteria in section 3.2.3 - Technical and professional capacity (T1 ~~and T2~~) above.”

9. In section 4.6.2 (Technical Proposal) of Annex I to ITT – Tender Specifications, paragraph (1) D. Simulation Exercise (SE) Proposal, the phrase “Proposed teams for the delivery of each risk in service mode...” is replaced as follows: “Proposed teams for the delivery of each **task** in service mode...”.
10. The Index of Annex I to ITT – Tender Specifications is modified, as in the updated Annex 1 to the present Corrigendum (modifications in **red**).
11. The following Annexes to the Invitation to Tender are modified (modifications in **red**), as annexed to the present Corrigendum: a. Annex I to ITT – Tender Specifications, b. Annex I.I.3 Statement of Work (Lot3), c. Annex I.M Management requirements for EUSPA Service Support Contract and d. Annex II FWC incl. Annex II.IV and II.VII.
12. Missing references are clarified herewith as follows:

Annex I EUSPA-OP-37-23 Tender Specifications V1:

- Index: 1.6 Transfer of undertakings p.8 (see updated version, as Annex 1 to the present document)
- Footnote 12 of page 16: Provided to ensure level playing field – see section 1.6 (see updated version, as Annex 1 to the present document)
- Table 3 Criterion L7: see section 2.2.2 (see updated version, as Annex 1 to the present document)
- In section 4.6.1. Table 9, last bullet of line for the Cover Letter: see section 2.2.11 (iii) (see updated version, as Annex 1 to the present document)

B: Annex II EUSPA-OP-37-23 Draft Framework Contract:

- Index, last line deleted
- In Article I.13.9 – reference to Article I.6 (see updated version, as Annex 4 to the present document)
- In Article I.13.9 – reference to Article I.6 (see updated version, as Annex 4 to the present document)
- In Article I .13 Background IPRs clauses numbering corrected (see updated version, as Annex 4 to the present document)

- In Article I.13.25– reference to Article I.13.1 (see updated version, as Annex 4 to the present document)
- In Article I.18.6– reference to Article II.2.4 (see updated version, as Annex 4 to the present document)

C. Annex I.I.3 Statement of Work Lot 3:

- In Section 4.2– reference to Table 5 (see updated version, as Annex 2 to the present document)

D. Annex I.I.4 Statement of Work Lot 4:

The paragraph:

**“Place of performance**

All tasks shall be performed at the Contractor’s premises or, if desirable to the Contractor, at the Agency’s premises (but at no extra cost to the Agency).” is deleted from the Task 8 description in section 3.2.8

The “Place of Performance” for FWC Task 8 / SE Task 20 in Table 5 is modified to [Contractor’s Premises]

E. Annex I.M Management Requirements:

- Index: Page numbers of section 3.1.2 and 3.1.3 are corrected (see updated version, as Annex 3 to the present document)

**Annexes to Corrigendum #2:**

Annex 1: Updated version of Annex I to ITT – Tender Specifications

Annex 2: Updated version of Annex I.I.3 Statement of Work (Lot3)

Annex 3: Updated version of Annex I.I.4 Statement of Work (Lot4)

Annex 4: Updated version of Annex I.M Management requirements for EUSPA Service Support Contract

Annex 5: Updated version of Annex II FWC incl. Annex II.IV and II.VII