

i- CALL FOR TENDERS

Call for Tenders No.: ECTL_SRC_230102

Title: Delivery of AI course modules

General: EUROCONTROL* is an intergovernmental organisation with 41 Member and 2 Comprehensive Agreement States. We are committed to building, together with our partners, a Single European Sky that will deliver the air traffic management (ATM) performance required for the twenty-first century and beyond.

Technical subject matter: EUROCONTROL Aviation Learning Centre (ALC, previous name: IANS) in Luxembourg uses external instructors to cover specialised subjects for which knowledge is not available within the Agency or for which knowledge within the Agency is to be complemented in order to accommodate all the course requests. The aim of this Call for Tender is to select a provider(s) for the delivery of courses and/or course module(s) part of the ALC course portfolio. The term course (module) delivery stands for a presentation in English of the course (module) in a classroom in front of the course participants or in a virtual classroom through a platform such as ZOOM or MS Teams.

The exact number of courses is determined on a six monthly basis. We expect to have in total 5 courses per year, for which the delivery of an external supplier is needed: 2 x Introduction to AiAI-FUT, 2 x AI Application-APP, and 1 x one of these two courses on-site (on customer's premises).

In addition the need might arise to deliver a new AI course, to be covered with this envisaged contract, provided that the content of the new course falls within the expertise of the supplier.

Courses are to be delivered either as classroom courses at EUROCONTROL ALC premises or at the premises of EUROCONTROL stakeholders or as virtual courses through a common platform such as ZOOM or MS Teams.

The objective of the contract to let is to reduce administrative overhead costs and to increase efficiency both for the contractor and EUROCONTROL by setting up a framework contract for the delivery of specific course modules during several years. The contract will be a 'draw down' contract where EUROCONTROL and the selected contractor will agree that they will work together in the future at the agreed rate, and on mutually agreed dates.

SUPPORTING EUROPEAN AVIATION

Member States: Albania, Armenia, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Monaco, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Republic of Moldova, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Türkiye, Ukraine, United Kingdom.

Comprehensive Agreement States: Israel, Morocco.

Main selection, assessment and award criteria:

TECHNICAL CAPACITY CRITERIA	
	The tenderer shall prove experience in the fields covered by this call for tender, notably concepts of artificial intelligence (AI), with a particular focus on the current and future applications of AI in the ATM domain
	The tenderers shall provide a detailed description of the syllabus per course (including a description of the topics and teaching methods for each topic)

TECHNICAL ASSESSMENT CRITERIA	
	At least 5 years experience in designing and/or presenting courses in English - level equivalent to C1 as defined in CEFR
	Regarding AI: proficiency to describe its possible applications and analyse its benefits for individuals, organisations, and the overall ATM system
	Proficiency to describe the possible safety, ethical, and legal implications of using AI systems
	Understanding of the AI roadmap developed by EASA and the regulatory aspects of using AI systems at European level
	Proficiency in AI concepts and terminology, use cases in aviation, tools and program languages
	At least 1 year experience in presenting virtual courses or activities demonstrating knowledge in the use of virtual meeting tools.

The economically most advantageous offer will be established in accordance with the following:

For the Technical tender, a weighting of 60% is applied, for the Financial tender, a weighting of 40%.

Tender closing date: 07-12-2023 at 15:00 CET

Point of Contact: If you wish to receive the Call for Tenders please see the "Important Notice" below and if you have any other related questions, please contact:

DUPUY, Armelle

DCF/AFS/PROC

E-mail: armelle.dupuy@eurocontrol.int

Tel.: +32 2 729 3795

If this Call for Tenders should interest you, please read the important information below:

IMPORTANT NOTICE

The full i-Call for Tenders documentation is in electronic format (.pdf).

If you wish to obtain the i-Call for Tenders documentation please read and follow carefully the instructions below:

1. If you are already registered in the EUROCONTROL Supplier Portal, you can search for this Call for Tenders, and its relevant documentation, in the “*View Active Negotiations*” section of the Supplier Portal.
2. If you are not yet registered as a EUROCONTROL supplier, please follow the process described on the following link: <https://www.eurocontrol.int/portal/new-supplier-portal>.
3. EUROCONTROL accepts no responsibility whatsoever for the completeness, accuracy and/or timeliness of the transmission of the electronic documents (nor for the electronic documents themselves).
4. Submission of tenders shall be made electronically and shall be exclusively made in strict accordance with the instructions given in the tendering documentation.
5. You may:
 - a) print out the documents;
 - b) forward the documents further on a strictly need to know basis (always fully acknowledging the source, i.e. EUROCONTROL), and
 - c) use print-outs of the electronic i-Call for Tenders documents for the submission of tenders (especially the Price Offer Form ref: I-TSF-E).
6. You may not:
 - a) modify, edit and/or change the electronic documents other than to submit the required info and to sign/stamp where required;
 - b) transmit such documents to any third person who has no need to know them;
 - c) post such documents on any private or public website;
 - d) alter the originating source (EUROCONTROL) and or copyright signs etc., and
 - e) transmit the documents without indication of the source.

An environmental notice:

With a view to reduce the exponential growth of paper consumption, we would invite you only to print out electronic documents received and/or request paper copies of the price enquiry documentation if you are actually considering to submit a tender.