

i- CALL FOR TENDERS

Call for Tenders No.: ECTL_SRC_240002

Title: Experts supporting EAD

General: EUROCONTROL has 41 Member States and is a civil-military intergovernmental organisation committed to building, together with its partners, a Single European Sky, i.e. arrangements allowing the air navigation management system in Europe to achieve the level of performance required for the coming decades.

Technical subject matter: The objective of this Call for Tender is to select two Contractors that will contribute to the activities of the EAIMS team in the Infrastructure division of the NMD. Such Contractors will support the activities related to the EAD customer management and transition of stakeholders from SDO to SDD.

Main selection, assessment and award criteria:

TECHNICAL CAPACITY CRITERIA
The Candidate shall work on-site at EUROCONTROL HQ, in Brussels, with up to 2 days of teleworking on weekly basis, as per section 5.4 of the technical specifications

TECHNICAL ASSESSMENT CRITERIA LOT 1
Bachelor degree or equivalent professional experience in the area of Aeronautical Information Management
A minimum of two (2) years of experience in the area of Aeronautical Information Management
A minimum of one (1) year of experience in the area of project management
A minimum of one (1) year of experience in the area of customer management
Experience in giving training in the AIM domain
Knowledge of or interest in the ATM & ATS domain
Basic knowledge of EAD (familiar with NOTAMs or AIP)
Excellent command of the English language and ability to write documents in a clear and structured way, in English
Command of any additional European language(s) is an advantage
Excellent knowledge of MS-Office (in particular MS-Word, MS-Excel and MS-powerpoint)
Technical drafting skills (English). E.g. production of meeting minutes, drafting of technical notes, etc.
Experience in participating in international working groups.
Good interpersonal skills, ability to establish and maintain good professional relationships both internal and external
Ability to work under pressure and set clear priorities

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.

TECHNICAL ASSESSMENT CRITERIA LOT 2
University studies of at least 3 years in a relevant domain (e.g. ATM, Computer Science, Engineering or any other related field). A master's degree in a relevant domain would be an asset
A minimum of 3 (three) years of relevant work experience (e.g. in the area of AIS/AIM)
Hands-on experience in computer programs, including MS Office (Word, Excel, PowerPoint, Project), XML Editors, JIRA, Confluence
Knowledge of AICM/AIXM models including the applicable specifications (Temporality Concept, Feature Identification and Reference, Application Schemas, etc.)
One (1) year of experience in an AIXM-based AIM system
Knowledge of Air Navigation Services, in particular AIS/AIM business and associated EU regulatory framework and International Standards (e.g. ICAO SARPs and PANS)
Knowledge of the EAD and its components
Excellent command of the English language and ability to write documents in a clear and structured way, in English. This can be demonstrated by working experience
Command of any additional European language(s) is an advantage
Technical drafting skills (English). E.g. production of meeting minutes, drafting of technical notes, etc.
Ability to work in multinational and multicultural environment
Good interpersonal skills, ability to establish and maintain good professional relationships both internal and external
Ability to work under pressure and set clear priorities
Analytical thinking - ability to analyse information and identify relationships
Project management skills

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: 12 March 2024 at 15:00

Point of Contact: Please see the "Important Notice" below and if you have any other related questions, please contact:

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CF/PROC

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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.