

CALL FOR EXPRESSIONS OF INTEREST

2007/S 82-099501

D-Cologne: Provision of Technical Training Services for the European Aviation Safety Agency

Ref.: EASA/2007/CEI/01

1. NAME, ADDRESS, TELEPHONE AND FAX NUMBERS, E-MAIL AND INTERNET ADDRESS OF THE CONTRACTING AUTHORITY

Contracting Authority	European Aviation Safety Agency (EASA)
Address	Ottoplatz 1, D-50679 Cologne, Germany
Telephone	00 49 221 8999 0000
Fax	00 49 221 8999 0999
E-mail	tenders@easa.europa.eu
Internet address	http://www.easa.europa.eu

2. TYPE OF NOTICE: CALL FOR EXPRESSIONS OF INTEREST

The purpose of the present "Call for Expressions of Interest" is to establish a list of selected candidates for provision of technical training services for the European Aviation Safety Agency.

Persons (legal entities) interested in being called upon for future EASA Calls for Tenders related to the provision of Technical Training services for the Agency are invited to submit expressions of interest in accordance with the rules set out in this notice.

The contracting authority will draw up a list of candidates from the expressions of interest received who meet the criteria set out in Point 9 & 10 below. This list comprises sub-lists, i.e. a sub-list for each of the subjects described in point 4.

Each time EASA intends to conclude a specific contract, related to one or some of the subjects described under point 4, EASA will invite all or some of the selected candidates on the relevant sub-list(s), selected on the basis of objective and non-discriminatory criteria, to submit a bid.

The maximum number of candidates, who will be invited to submit a tender for a given contract, is 20. EASA will send the candidates invited to submit a tender the "call for tenders" related to the contract in question. This will contain further information regarding the nature of the services requested and the award criteria that will be used by EASA when evaluating the tenders.

Inclusion on the list of selected candidates entails no obligation on the part of EASA concerning neither the award of the contract nor, in view of the preceding paragraphs, an invitation to tender.

3. THE LIST OF SELECTED CANDIDATES RESULTING FROM THIS NOTICE WILL BE USED EXCLUSIVELY FOR PUBLIC CONTRACTS OF THE FOLLOWING TYPE:

Service contracts under Annex IIA to Directive 2004/18/EC, except for research and development contracts in category 8 in that Annex, worth less than an estimated € 137.000.

4. FULL DESCRIPTION OF THE SUBJECTS COVERED BY THE CALL FOR EXPRESSIONS OF INTEREST

4.1 The objective is to provide technical training services for EASA staff in order to support the Agency's operation to the highest possible level, particularly in the scope of:

- Rulemaking: drafting safety legislation and providing technical advice to the European Commission and to Member States
- Monitoring the application of rules: Inspections and standardisation programmes to ensure uniform implementation of European aviation safety legislation in all Member States
- Airworthiness and environmental certification of aeronautical products, parts and appliances
- Approval and oversight of aircraft design organisations world-wide and of production and maintenance organisations outside the EU
- Data collection, analysis and research to improve aviation safety
- Rules and procedures for EU operators
- Flight Crew Licensing in the EU
- Certification of non-EU operators

4.2 In line with section 4.1, persons (legal entities) providing training services are invited to submit applications on the following subjects:

No.	Field	Subjects	
1	ICAO	1a	Chicago Convention
		1b	Formation, structure, functions, obligations and responsibilities of ICAO
		1c	individual ICAO Annexes
2	Aviation Governance	2a	Aviation Law
		2b	Regulator's Audit Techniques Course
3	Flight Operations & Licensing	3a	JAR-FCL 1
		3b	JAR-FCL 2
		3c	JAR-FCL 3 (Medical)

No.	Field	Subjects	
		3d	JAR-OPS 1
		3e	"EU"-OPS 1
		3f	JAR-OPS 3
		3g	JAR-STDs
		3h	JAR MMEL/MEL
4	Safety Management	4a	Safety Management in Aircraft Operations
		4b	Establishment of Safety Management Systems
5	Human Factors	5a	General Principles of Human Factors
		5b	Human Factors Activities in Design Activities
		5c	Human Factors Activities in Maintenance Tasks
		5d	Auditing Techniques of Human Factors Implementation in Maintenance Domain
6	Certification Specifications	6a	CS-25 Large Aeroplanes
		6b	CS-23 Normal, Utility, Aerobatic & Commuter Aeroplanes
7	Flight Testing	7a	Flight Test Process Training / Flight Test Techniques: Performance
		7b	Flight Test Process Training / Flight Test Techniques: Flying qualities, stability and control
		7c	Flight Test Process Training / Flight Test Techniques: Systems testing, test management
		7d	Flight Test Process Training / Flight Test Techniques: Flight Test Continuing Competency Training
		7e	Flight Test Continuing Competency Training: Aero medical

No.	Field	Subjects	
		7f	Flight Test Continuing Competency Training: Parachute
		7g	Flight Test Continuing Competency Training: Helicopter underwater escape
8	Airports	8a	Airport Safety Management System
		8b	Airport Management
9	Incident/Accident Investigation	9a	Aircraft Accident Investigation and Prevention
		9b	Lessons learned from accidents
10	Aircraft Techniques Special	10a	Performance and Equipment Operational Rules
		10b	Safety Assessment of Aircraft System
		10c	Applied Safety Assessment
		10d	Introduction to Reliability and Risk Analysis in Production Development and Testing
		10e	Safety of complex systems
		10f	Propulsion Electronic Controls
		10g	ACAS II (Aircraft Equipment)
		10h	RVSM (Aircraft Related)
11	Air Navigation/Air Traffic Management	11a	CNS/ATM Concepts and Techniques
		11b	RNP - RNAV and P-RNAV
		11c	RVSM (Principles)
		11d	Surveillance Radar (SSR Mode S) and Collision Avoidance Systems (ACAS)
		11e	GNSS
		11f	Communication Navigation and Surveillance – CNS
		11g	Aeronautical Operations and Air Traffic Management (ATM)

No.	Field	Subjects	
12	Environmental protection	12a	Environmental Protection - General
		12b	International and European Policies for Environmental Protection
13	FARs	13a	FARs relevant to the domain of maintenance
		13b	FARs relevant to the domain of airworthiness
		13c	FARs relevant to the domain of air operations
		13d	FARs relevant to the domain of flight crew licensing
14	Non-destructive testing	14a	Principles, technologies, issues and regulatory framework surrounding Non Destructive Testing
15	The Safe Transportation of Dangerous Goods	15a	Principles, technologies, issues and regulatory framework surrounding the Safe Transportation of Dangerous Goods
16	Aviation Security	16a	Principles, technologies, issues and regulatory framework surrounding Aviation Security
17	Air Transport	17a	Air Transport Forecasting
		17b	International Air Transport Operations Management
18	Complex Electronic Hardware	18a	Principles, issues and standards applicable to Complex Electronic Hardware in aircraft including digital design techniques and VHDL for FPGA design
19	Aircraft Flight Data	19a	Methods and operational and regulatory issues in flight data monitoring (FDM / FOQA) and its use and potential

5. PLACE OF EXECUTION OF THE CONTRACT(S)

All training sessions are to be held at EASA premises in Cologne, Germany, unless:

- not practicable given the nature of the subject involved (e.g. requires access to STDs), or
- not cost-efficient for the Agency

6. EXPIRY DATE OF THE LIST OF SELECTED CANDIDATES RESULTING FROM THE CALL FOR EXPRESSIONS OF INTEREST:

The list of selected candidates resulting from this Call for Expressions of Interest will be valid for 3 years starting from the date of dispatch of the present Notice (see Point 15 – Date of Dispatch).

Any interested organisation may submit an expression of interest at any time during these three years, with the exception of the last three months.

7. ELIGIBILITY OF CANDIDATES

This call for expressions of interest is open to any natural or legal person wishing to apply and who is established in the EU, the EEA, an EASA partner country or any other country covered by the WTO Government Procurement Agreement.

8. PARTICIPATION OF CONSORTIA

Consortia, may submit expressions of interest on condition that they comply with the rules of competition.

A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to EASA.

Each member of the consortium must provide the required evidence for the exclusion and selection criteria (see Section 9 & 10 of this Call for Expressions of Interest). Concerning the selection criteria “technical and professional capacity”, the evidence provided by each member of the consortium will be checked to ensure that the consortium as a whole fulfils the criteria.

The participation of an ineligible person (legal entity) will result in the automatic exclusion of that person (legal entity). In particular, if that ineligible person (legal entity) belongs to a consortium, the whole consortium will be excluded.

9. EXCLUSION CRITERIA

Candidates will be excluded from participation in this Call for Expressions of Interest if:

- 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.

In addition, contracts may not be awarded to organisations who, during the procurement procedure:

- Are subject to a conflict of interest or,
- Are guilty of misrepresentation in supplying the information required by EASA as a condition of participation in the contract procedure or fail to supply this information.

MEANS OF PROOF REQUIRED

Candidates must certify that they are not in one of the situations listed above by providing:

- for points a, b and e above 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;
- for 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;
- Candidates must complete and sign the Declaration on Exclusion Criteria, which may be downloaded from the Agency's procurement webpage on <http://www.easa.europa.eu>

10. SELECTION CRITERIA:

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole.

10.1 LEGAL POSITION

Any candidate is asked to prove that he is authorised to perform the contract under the national law as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation or entry in the VAT register.

The candidate shall provide a duly filled in and signed Legal Entity Form (to be downloaded, depending on the tenderer's nationality and legal form, from the following website http://europa.eu.int/comm/budget/execution/legal_entities_en.htm) accompanied by the documents requested therein.

10.2 ECONOMIC AND FINANCIAL CAPACITY

The candidate must be in a stable financial position and have the economic and financial capacity to perform the contract.

To prove their economic and financial capacity, candidates should provide with their expression of interest:

- the balance sheets or extracts from balance sheets for at least the last two financial years for which accounts have been closed where publication of the balance sheet is required under the company law of the country in which the organisation is established;

or

- or a statement of overall turnover and turnover concerning the services covered by the present Call for Expressions of Interest during a period of the least two financial years.

or

- appropriate statements from banks or evidence of relevant professional risk indemnity insurance;

For semi-public or non-profit organisations the annual budget of the last year should be provided.

The Agency reserves the right to request any additional documentary evidence it deems necessary or useful in order to verify the organisation's economic and financial standing.

10.3 TECHNICAL AND PROFESSIONAL CAPACITY

For each specific subject listed in point 4 above, taking into account the target audience (EASA staff), the technical and professional criterion for selection is **the capability of the candidate to deliver technical training courses.**

For each of the subject applied for, supporting documentation in relation to the capability of the candidate must include:

- a. a list of related similar services provided in the past five years (see point 5 of the standard application on the Agency's web site <http://www.easa.europa.eu>) with an indication of the target audience to whom such services have been provided (aviation industry staff, members of national aviation authorities, etc)
- b. a statement of availability of the training material in English (see point 6 of the standard application form)
- c. a statement of the capability of delivering courses in English (see point 6 of the standard application form)
- d. a statement of the ability to provide courses at EASA premises and a list of the subjects for which the interested person (legal entity) can only provide courses at locations other than EASA and the list of these locations per subject.

Please note that it is the responsibility of candidates to inform EASA immediately of any changes to their administrative, technical or financial details which would result in a change to their original expression of interest.

11. LANGUAGE

Expressions of interest can be submitted in any of the official languages of the EU. However, application processing time can be considerably shorter if a copy of all supporting documentation can be provided in English.

12. EXPRESSIONS OF INTEREST FORMAT AND DOCUMENTS TO BE SUPPLIED BY CANDIDATES

12.1 Expressions of interest should be sent in triplicate, i.e. one original and two signed copies. They must be submitted using **the standard application form** published on EASA's website <http://www.easa.europa.eu> whose format and instructions must be strictly observed

12.2 Candidates should ensure that the following documents are included in their applications:

- a. Duly filled in and signed Legal Entity Form (see point 10.1 above)
- b. Exclusion criteria documentation (see point 9 above)
- c. Documents enabling EASA to evaluate the Economic and Financial capacity of the candidates (see point 10.2 above)
- d. All documents/information enabling EASA to select candidates against the technical and professional capacity criteria (see point 10.3 above)

13. ADDRESS TO WHICH EXPRESSIONS OF INTEREST MUST BE SENT

Expressions of interest sent by post mail are to be sent to the following postal address:

**Procurement and Contracts Section
European Aviation Safety Agency
Administrative Directorate
Postfach 10 12 53**

D-50452 Köln, Deutschland

Expressions of interest sent by Express mail, commercial courier or hand-delivered should be addressed to the following physical address:

**Procurement and Contracts Section
European Aviation Safety Agency
Administrative Directorate
Ottoplatz 1
D-50679 Köln-Deutz, Deutschland**

14. OTHER INFORMATION

14.1 Candidates will be informed of the outcome of their expressions of interest.

14.2 The Agency intends to issue in June 2007 an invitation to submit Tenders for services to be delivered in the second half of 2007. Organisations potentially interested to be considered for this Call for Tender are advised to send their expressions of interest to EASA by end of May 2007 to allow the necessary time for their expressions of interest to be evaluated and the organisation to be entered into the list of selected candidates before this first "Call for Tender" is issued.

15. DATE OF DISPATCH OF THE NOTICE

16 April 2007

16. DATE OF RECEIPT OF NOTICE BY THE PUBLICATIONS OFFICE

17 April 2007