

APPEL D'OFFRES-i - VIA « I-SOURCING »

No. REF. 19-110395-A

Call for Tenders related to the provision of an Agency Framework Agreement for EUROCONTROL to set up effective partnerships with selected companies to provide resources or to execute tasks according to specific project needs related to Human Resources (lot 1), Finance (lot 2) and Information & Communication Technologies (ICT) (lot 3)

The European Organisation for the Safety of Air Navigation (EUROCONTROL) was founded in 1960 by six States. It now has 41 Member States. EUROCONTROL's mission is to harmonise and integrate air navigation services in Europe, aiming at the creation of a uniform air traffic management (ATM) system for civil and military Users, in order to achieve the safe, secure, orderly, expeditious and economic flow of traffic throughout Europe, while minimising adverse environmental impact.

EUROCONTROL needs to evolve on a continuous basis and support may be needed for which external resources with specific skills are required, who can be temporarily assigned to projects and activities.

The objective of this Call for Tenders is to establish a **Framework Contract** to set up effective partnerships with selected companies to provide resources or to execute tasks according to specific project needs.

The principle used in the set-up of this Framework Contract is that it defines generic types of work, as well as the potentially required skill domains.

European
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Furthermore, all administrative and contractual provisions will be fixed before the signing of the Framework Contract to allow for a speedy handling of specific requests for performance of tasks or specific support (see below) and avoid discussions on administrative and contractual details at that stage.

Organisation
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sécurité de la
navigation aérienne

This Framework Contract is defined to apply principally to two types of work execution: "Time-based activities" and "Tasking Projects".

The services and tasks can be identified by means of four Categories (or sub-Lots), which each could serve three different (main) Lots.

Rue de la Fusée, 96
B- 1130 Bruxelles
Tel: +32.2.729.90.11
Fax: +32.2.729.90.44
Telex: 21173 EUROCC B

Lots of the services and tasks: 3: **Human Resources (lot 1), Finance (lot 2) and Information & Communication Technologies (ICT) (lot 3)**

Categories of the services and tasks: 4: **Auditing, Benchmarking, Consulting, Doing (Execution) - ABCD**

Who should tender: Contractors who can propose the services as described above.

Closing date: Monday 1 July 2019 at 3.00 pm (Brussels, Belgium time)

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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:

Mrs. Natascha CHARLES
EUROCONTROL Procurement Services
e-mail: natascha.charles@eurocontrol.int
tel.: ++32 2 729 50 56 or ++31 43 366 1583
fax.: ++32 2 729 91 42

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, please send an e-mail to the Point of Contact mentioned above to get access to the documentation.**
2. **If you are not yet a EUROCONTROL supplier, please follow the 4-step process described on the following link:**

<http://www.eurocontrol.int/articles/supplier-portal-registration-procedure>

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 "NOTICE CONCERNING THE PRESENTATION OF TENDERS".
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 Form i-AF32CFT).
6. You may not:
 - a) modify, edit and/or change the electronic documents;
 - b) transmit such documents to any third person who has no need to know them;

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- 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.
7. EUROCONTROL reserves the right not to send you the tender documentation, if your company is considered as incapable of submitting an offer to the i-call for tenders (size of the project, complexity etc.).

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.

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