



GMES Space Component Best Practice Invitations to Tenders published by ESA

Introduction:

GMES (Global Monitoring for Environment and Security) is a European initiative for the implementation of information services dealing with environment and security. Under the Seventh Framework Research Programme (FP7) the European Space Agency (ESA) manages the development of GMES space component. The Commission manages the development of GMES services through FP7 and assures optimal integration of data from in-situ monitoring.

As a consequence, a part of the GMES space component related activities will be procured by ESA with FP7 budget in line with the EU procurement rules. The concerned Invitation to Tenders (ITT) will be open also to the 27 EU Member States and the associated FP7 countries¹. Exceptionally, legal entities from these non-ESA member states will be able to ask for access to the ESA tender information system EMITS (<http://emits.esa.int>). However, this registration process may take a few weeks and a specific server (<https://gmesfp7emits.esa.int>) has been put in place as a second means to distribute the information. Both, EMITS and the specific server are described in more detail on the next page.

In addition to the existing process using EMITS, the Commission is publishing the list of these Invitations to Tenders (ITT) on the CORDIS Space site (http://cordis.europa.eu/fp7/cooperation/space_en.html) to ensure that the FP7 participating states who are not ESA Member States are fully aware of the intended procurements. Although we undertake significant efforts to ensure that this list is correct we advise you to consult the individual Invitation Letter published as part of each ITT to confirm that entities from your country are eligible.

Further information on GMES can be found at: www.gmes.info and www.esa.int/esaLP/LPgmes.html.

ESA Tender Information System (EMITS):

An ITT is initially advertised on the ESA tender information system (EMITS) with a status “intended” in parallel to the ESA administrative procedures. On the day it is

¹ In February 2008 legal entities established in Switzerland, Israel, Norway, Iceland, Liechtenstein, Turkey, Croatia, the Former Yugoslav Republic of Macedonia, and Serbia, respectively, are able to receive Community contributions for contracts/grant agreements signed after 1 January 2007. Legal entities established in Albania and Montenegro are able to receive Community contributions for contracts/grant agreements signed after 1 January 2008.

officially opened, its status changes from “intended” to “open”. Besides the abstract, the maximum funding, the contact person(s), the deadline, and some other administrative information an open ITT will comprise detailed information (Invitation Letter, Statement of Work, Draft Contract, and Special Conditions of Tender as a minimum).

Specifically for this programme, ESA has opened the possibility to register with EMITS to all FP7 Participating States, which is a prerequisite to respond to an ITT and to access the detailed information. **It is mandatory that the interested industry register with EMITS** in order to be authorised to submit an offer.

Once the ITT is open (usually for a period of at least six weeks) all the information may be subject to change or to amendments. Change of abstract, extension of deadline, publication of clarifications in response to some received question happen quite frequently. It is advisable for bidders to have their addresses included in the EMITS mailing list, and/or to register with the issuing entity. A template for a registration fax (often referred to as “Acknowledgement of Receipt”) is part of the Special Conditions of Tender.

To find the ITTs in EMITS please go to <http://emits.esa.int> and use the button labelled “ENTITIES” to open a drop-down list with the industrial entities issuing ITTs on EMITS (Note that for some industry with several subsidies there may be a second level list). Select from the list the issuing entity given in the ITT table and confirm the dialog box. Open the folder “Open Invitations to Tenders (ESA Programmes)” or “Intended Invitations to Tenders (ESA Programmes)” respectively and select “Global List”. In the main window you will be presented with all ITTs related to this entity, where you can look-up specific information available. It should be noted, that you will see all ITTs (even from other programmes) but only some of them are open to the FP7 Participating States.

ESA GMES FP7 FTP server:

As the registering process at EMITS may be somewhat lengthy, an additional service has been set up on (<https://gmesfp7emits.esa.int>) to make the tender information available to potential applicants from the FP7 Participating Countries immediately. On the main page of this service the applicants will have to ask for an individual login user ID and a password, which will be sent to them through e-mail. This site provides an electronic archive file comprising the detailed information on the open ITT (as described above). It is **not possible to bid through this service but it is mandatory that the interested industries register with EMITS** as stated above.

Space Research and Development
European Commission