EUROPEAN COMMISSION
ENTERPRISE AND INDUSTRY DIRECTORATE-GENERAL

Aerospace Security Defence and Equipment
**DIRECTOR**

Brussels, 09/07/2008
ENTR/ H1/D/17425

Dear Sir/Madam,

**Subject: Invitation to Tender – Call for tenders No ENTR/08/023 *Open* procedure,**

## Contract title*:*

**"INDUSTRIAL IMPLICATIONS IN EUROPE OF THE BLURRING OF DIVIDING LINES BETWEEN SECURITY AND DEFENCE"**

Thank you for your interest in the above-mentioned contract. We are pleased to enclose a copy of the tendering documents.

1. If you are interested, you should submit a tender in triplicate in one of the official languages of the European Union.

2. The deadline for submission of tenders is :

**29 August 2008**

Tenders may be:

**a) either sent by registered mail**, (date of postmark serving as evidence of timely delivery); to the following address:

*European Commission*
*Enterprise and Industry Directorate-General*
*Invitation to tender No: ENTR/08/023*
*Name of Unit, H1-DEFENCE,AEROSPACE AND MARITIME INDUSTRIES*
*Office address: BREY 09/034( Av. D'Auderghem,45)*
*B-1049 Brussels, Belgium*

**b) or sent by courier services** (date of deposit slip serving as evidence of timely delivery), to the address below**,**

c) **or delivered by hand,** in person or by an authorised representative (date of acknowledgement of receipt by the Commission serving as evidence of timely delivery) to the following address:

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| *European Commission*<br>*Enterprise and Industry Directorate-General*<br>*Invitation to tender No: ENTR/08/023*<br>*Name of Unit, H1-DEFENCE,AEROSPACE AND MARITIME INDUSTRIES*<br>*Office address: BREY 09/034( Av. D'Auderghem,45)*<br>*Service central de réception du courrier*<br>*Avenue du Bourget, 1-3*<br>*B-1140 Bruxelles, Belgique* |

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| *How to reach avenue du Bourget 1-3 :*<br>http://europa.eu.int/comm/enterprise/calls/hand_delivery.html |

**In case of hand-delivery, a receipt must be obtained as proof of submission, signed and dated by the official in the Commission's central mail department who took delivery. This department is open from 08.00 to 17.00 from Monday to Thursday and from 08.00 to 16.00 on Friday; it is closed on Saturdays, Sundays and Commission holidays**.

3. Please note that for security reasons hand deliveries (including courier services) are not accepted in other Commission buildings.

4. The tender must be submitted, **in triplicate**, under double sealed cover. The inner envelope should be addressed to the department indicated in a) and marked "**Invitation to tender No ENTR*/08/023*"** and "**Not to be opened by the internal mail service**". If self-adhesive envelopes are used, they must be sealed with adhesive tape and the sender must sign across the tape. The specifications and the draft contract are attached to this invitation to tender. The specifications list all the documents that must be produced in order to tender, including supporting evidence of economic, financial, technical and professional capacity.

5. Tenders must be:

   – signed by the tenderer or his duly authorised representative;

   – perfectly legible so that there can be no doubt as to words and figures;

   – drawn up following the instructions and using the model forms in the specifications.

6. Period of validity of the tender, during which the tenderer may not modify the terms of his tender in any respect: ***8*** months from ***29/08/2008***.

7. Submission of a tender implies acceptance of the terms and conditions set out in this invitation to tender, in the specifications and in the draft contract and, where

appropriate, waiver of the tenderer's own general or specific terms and conditions. It is binding on the tenderer to whom the contract is awarded for the duration of the contract.

8. Contacts between the contracting authority and tenderers are prohibited throughout the procedure save in exceptional circumstances and under the following conditions only:

   8 a) Before the final date for submission of tenders:

   * At the request of the tenderer, the contracting authority may provide additional information solely for the purpose of clarifying the nature of the contract.

     Any requests for additional information must be made in writing only to the coordinates stated under point 3 a).

   * Requests for additional information received less than five working days before the closing date for submission of tenders will not be processed (for practical reasons).

   * The Commission may, on its own initiative, inform interested parties of any error, inaccuracy, omission or other clerical error in the text of the call for tenders.

   * Any additional information including that referred to above will be sent simultaneously to all *tenderers who have requested the specifications*

   8 b) After the opening of tenders:

   * If clarification is requested or if obvious clerical errors in the tender need to be corrected, the contracting authority may contact the tenderer provided the terms of the tender are not modified as a result.

9. This invitation to tender is in no way binding on the Commission. The Commission's contractual obligation commences only upon signature of the contract with the successful tenderer.

   Up to the point of signature, the contracting authority may either abandon the procurement or cancel the award procedure, without the candidates or tenderers being entitled to claim any compensation. This decision must be substantiated and the candidates or tenderers notified.

10. You will be informed whether or not your tender has been accepted.

11. Handling your reply to the invitation to tender will involve the recording and processing of personal data (such as your name, address and CV). Such data will be handled pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your tender in accordance with the specifications of the invitation to tender and will be processed solely for that purpose by *In DG ENTR, unit H1*. You are entitled to obtain access to your personal data on request and to rectify any such data that is inaccurate or incomplete. If you have any queries concerning the processing of your personal data, you may address them to *DG ENTR H1*. You have the right of recourse at any time to

the European Data Protection Supervisor for matters relating to the processing of your personal data.

We look forward to receiving your tender.

Yours sincerely,

Paul WEISSENBERG

Annex: Tendering documents including technical specifications