

FREQUENTLY ASKED QUESTIONS

INVITATION TO TENDER No. TREN/G3/316-1/2-2008

"Support to Galileo standardisation"

Time-limit for receipt of tenders: 22 July 2009

Question 1:

we have two questions concerning the above mentioned tender:

1) In the TASK 2 – SBAS L5 Standardisation on pages 10/11, you wrote in the description the following lines:

? Support to EC for the preparation and attendance of key technical meetings for the standardisation of SBAS. Such meetings may include participation to standardisation committees in Europe or in the United States as well as dedicated meetings organised under the leadership of the European Commission with other stakeholders. The contractor shall foresee to attend at least 6 such meetings in Europe and 4 international meetings.

? Support to EC for standardisation of SBAS in ICAO NSP after completion of STANDARDS project. Under this task, the contract shall support the preparation of ICAO NSP meeting through the preparation of working papers and SARPS proposal for advanced SBAS. Support for 2 meetings shall be foreseen.

➔ This means 12 meetings in total.

After the table including the deliverables you wrote:

Participation to relevant standardisation committees – The contractor should plan participation to

the relevant standardisation committees and attend the related meetings. The proposal should provide estimation of the planned meetings and reflect this in the travel costs.

Participation to the following meetings has to be provided:

? ICAO GNSSP Technical Working Group (2 meetings outside of Europe)

? EUROCAE WG 62 (4 meetings over the contract duration)

? RTCA SC 159 (2 meetings over the contract duration)

? Other meetings organised by EC (2 meetings in Europe, 2 international meetings)

? Technical coordination meetings (4 meetings over the contract duration).

➔ This means 16 meetings in total.

So the first question: Is it right, that in total, 28 meetings should be planned at all or is there a combination of meetings?

2) In paragraph I.6 on page 21 it is mentioned that “The estimated amount of work for the project is 850 man days.”

So, the second question: What about the time necessary for travelling, i.e. to meetings which has to be provided, etc? Is this time included in these 850 man days?

Answer to question 1:

1. The total number of the meetings in TASK 2 - SBAS L5 standardisation is 16 (as described after the table with deliverables). The text on pages 10/11 is a technical description of the task. The 12 meetings in the technical description are those described in the list after the table with deliverables. In addition 4 technical coordination meetings are requested, that are not included in the technical description.

2. The estimated amount of work is 850 man days and does not include the travels.

Question 2:

Are the travels costs paid due to effort, or are there a limited budget at all? Are there special rates for travelling to foreign countries and travelling in the home country?

Answer to question 2:

The total amount of efforts to be provided throughout the entire duration of the contract is to be based on the elements as contained in the Statement of Work. Tenderers are requested to submit a fixed firm price for the total amount of work to be performed during the contract and include all expenses, such as travel expenses and daily allowances.

For more details please see III.2.3 Section Three: Financial proposal of the tendering specifications.

Question 3:

Could you please confirm the following:

1) Progress meeting like mentioned in I.3.1 on page 20 are meetings between the Commission and ONLY the main contractor.

2) Technical coordination meetings like mentioned in I.5 on page 21 are meetings between the Commission, main contractor AND Task leader.

Or do you have another intention?

Answer to question 3:

1) The progress meetings like mentioned in I.3.1 on page 20 are meetings mainly between the Commission and the main contractor, but could also involve task leaders if necessary depending on the project milestones or some specific points related to the task.

2) The technical coordination meetings like mentioned in I.5 on page 21 are meetings between the Commission and the task leader. The main contractor's participation is not mandatory.