



EUROPEAN COMMISSION

ENTERPRISE AND INDUSTRY DIRECTORATE-GENERAL

REQUEST FOR EXPRESSION OF INTEREST

**Candidate entities to be entrusted with parts of the
implementation of the Copernicus Services
(Atmosphere, marine, and climate change)**

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1. PRELIMINARY INFORMATION CONCERNING THE REQUEST FOR EXPRESSION OF INTEREST

1.1. Nature of the request

This request for expressions of interest constitutes a “market testing” exercise and aims at identifying entities which could be invited to exploratory talks on a potential subsequent entrustment by the Union with budget implementation tasks in respect of some areas (specified below) of the Copernicus services under Article 58 (1) (c) of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union. Budget implementation tasks mean that the entrusted entity is awarding procurement contracts, grants or prizes on behalf of the Commission.

1.2. Background

Copernicus is the EU Earth observation programme. Copernicus or rather its predecessor called GMES was established as an EU programme by the GMES Regulation (EU) No 911/2010. It covers all the activities for ensuring an uninterrupted provision of accurate and reliable data and information on environmental issues and security matters to users in charge of policy making, implementation and monitoring, in the EU and its Member States. Copernicus aims at providing Europe with a continuous, independent and reliable access to observation data and information assets. The EU investment aims at filling the observation gaps, providing access to existing assets and developing operational services.

Copernicus is structured in six services: atmosphere, marine, land and climate change monitoring, as well as support to emergency response and security. Copernicus uses observations from satellites, in-situ sensors (such as buoys, balloons, air sensors), as well as reference and ancillary data to provide timely and reliable added-value information and forecasting to support for example, agriculture and fisheries, land use and urban planning, fight against forest fires, disaster response, maritime transport or air pollution monitoring.

The Commission intends to entrust the budget implementation tasks of the land monitoring service (with the exception of the global component), as well as the security service to bodies of the European Union under Article 58 (1) (c) of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union.

The Commission intends to continue to implement the Emergency Response Service, as well as the global component of the Land Monitoring Service in direct management under Article 58 (1) (a) of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union for the time being.

Thus, this request addresses the following remaining service areas: **Atmosphere monitoring service, marine environment monitoring service, and climate change service.**¹ The Commission aims at identifying potential entrusted entities, which could be responsible for the implementation of parts of the budget, including placing and managing contracts with service providers.

Unless expressly stated otherwise the terms and expressions used in this document shall have the meanings set out in the following section.

1.3. Definitions

Applicant	Any entity submitting an expression of interest
Service area	The scope of one of the six thematic Copernicus services
Entrusted entity	Entity in charge of the budget implementation tasks related to the service, based on a delegation agreement with the Commission.
Service provider(s)	Entit(y/ies) in charge of the technical implementation and/or operation (parts of) of the service. Service operators /providers will have contractual relations with the entrusted entity.
Expression of interest	Declaration by the applicant, including all evidence required under the eligibility and selection criteria, as well as all mandatory annexes, stating its interest in implementing one service area of the Copernicus services.
Vision Paper	Short description of the proposed methods, commitments and solutions, including of the technical, financial and management means made available by the applicant for the execution of the tasks to be entrusted.
Delegation agreement	Agreement entered into by the Commission with the entrusted entity, describing the terms and conditions for the execution of the entrusted tasks

1.4. Procedure

1. **Applicants are invited** to indicate by email to ENTR-RFEI-2014-COPERNICUS@ec.europa.eu their intention to submit an expression of interest at their earliest convenience.
2. Applicants shall submit an **expression of interest by the date specified in section 2.2,**

¹ Consequently the land monitoring service, the emergency management service, and the security service of Copernicus are not covered by this request for expression of interest and any application in this regard will be rejected.

comprising three elements:

- a) **Administrative information** - Presentation of the expression of interest and information on the entity's status according to section 1.6(1) of this document.
 - b) Evidence relating to the **selection criteria**
 - c) Applicants shall submit with their expression of interest a short **vision paper** in which they describe their intended approach, methods and available means to carry out the tasks to be entrusted. This paper shall outline all the elements required and necessary for the performance of the tasks to be entrusted.
3. Should applicants wish to express their interest for more than one service area, they are free to do so. In this case they should submit separate, self- contained expressions of interest for each of these service areas.

The entities that are eligible and satisfy the selection criteria will be put into a pool. This unranked list of entities will constitute the outcome of this request for expression of interest and the procedure **will be closed**. The Commission will decide on the launch of a call for the selection of entrusted entities at a later stage taking into account the interest expressed by potential entrusted entities.

1.5. Contact between the applicant and the Commission

Contacts between the commission and applicants should be limited and be managed according to the following provisions:

- Before the final date for submission of expressions of interest:
 - At the request of the applicant, the Commission may provide additional information for the purpose of clarifying the nature of the request for expression of interest.
 - The Commission may, on its own initiative, inform interested parties of any error, inaccuracy, omission or other clerical error in the text of the request for expressions of interest.

Any requests for additional information on the request for expression of interest should be addressed by email to ENTR-RFEL-2014-COPERNICUS@ec.europa.eu.

The Commission will reply to requests for information as soon as possible. Please note that the Commission replies to any queries or clarification requests of general nature will be published on the Commission's web site at the Commission's discretion.

- After the opening of expressions of interest :
 - If clarification is required or if obvious clerical errors in the expression of interest need to be corrected, the Commission may contact the applicant.

1.6. General terms and conditions for the submission of expressions of interest

1. The following entities are eligible to submit an expression of interest:
 - a) international organisations and their agencies;

- b) bodies having legal personality set up by a basic act and entrusted with the implementation of a public-private partnership;
 - c) public law bodies;
 - d) bodies governed by private law with a public service mission to the extent that they provide adequate financial guarantees;
 - e) bodies governed by the private law of a Member State that are entrusted with the implementation of a public-private partnership and that provide adequate financial guarantees.
2. Submission of an expression of interest implies acceptance of the terms and conditions set out in this request for expression of interest and, where appropriate, the waiver of the applicant's own general or specific terms and conditions.
 3. Once the Commission has received the expression of interest, it shall become the property of the Commission.
 4. The Commission shall not reimburse expenses incurred in preparing and submitting expressions of interest.

1.7. No obligation for the Commission

This request for expression of interest is in no way binding on the Commission. In particular there is no obligation to publish a call for the selection of entrusted entities at a later stage or to sign a delegation agreement.

1.8. Place of performance

The place of performance of the tasks shall be the entrusted entity's premises or any other place agreed upon.

1.9. Applicability of EU law

The entrusted entity shall ensure that service data and derived products shall reside in places only where the Union law, in particular the Copernicus regulation and related delegated acts, can be enforced.

2. FORM AND CONTENT OF THE EXPRESSION OF INTEREST

2.1. General

The expression of interest must be submitted as three paper copies and an electronic copy on CD-ROM. The applicant shall ensure that this electronic copy is readable, complete and identical to the paper copies.

Expressions of interest must be **signed** by the applicant or his duly authorised representative.

Expressions of interest must be clear and concise, with continuous page numbering, and assembled in a coherent fashion (e.g. bound or stapled, etc.).

Expressions of interest can be drafted in any of the EU official languages.

Expressions of interest **must include** the **name and the contact details of a contact person** in relation to the submission of the expression of interest.

Successful and unsuccessful applicants will be informed by post of the outcome of their expressions of interest.

Applicants may be invited to a presentation, if the Commission so decides.

When submitting an expression of interest, the applicant acknowledges that it has taken note of and accepted the terms of the request for expression of interest and its submission instructions, as well as of the terms and conditions related to the request. The applicant also acknowledges that it has had the opportunity to gauge the scope of the implementations tasks (Annexes 4.1, 4.2), as well as the possible difficulties.

The Commission reserves the right to reject any applicant:

- a) guilty of material misrepresentation;
- b) who contravenes any of the terms or specifications of this document; and/or,
- c) undergoing a change in identity, control, financial standing or other factor impacting on the selection and/or evaluation process;
- d) subject to a conflict of interests.
- e) In any of the situations mentioned in Article 106(1) of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union.

The Commission reserves the right to seek additional detail from an applicant to clarify any part of an applicant's submission.

2.2. How to submit an expression of interest

The deadline for submission of expressions of interest is:

28 February 2014

Expressions of interest may be:

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

<p style="text-align: center;"><i>European Commission</i> <i>Enterprise and Industry Directorate-General</i> <i>Request for Expression of Interest for Copernicus Services</i> <i>Unit G2, Copernicus Services</i> <i>Office address: BREY 09/098</i></p>

- 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:

*European Commission
Service central de réception du courrier
Avenue du Bourget, 1-3
B-1140 Bruxelles, Belgique*

For the attention of:
*Enterprise and Industry Directorate-General
Request for Expression of Interest for Copernicus Services
Unit G2, Copernicus Services
Office address: BREY 09/098*

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.

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

Evidence of timely submission by post or courier service will be constituted by the date of dispatch, the postmark or the date of the deposit slip. in the case of hand- delivery, the signed and dated receipt will serve as evidence.

Offers sent by e-mail or by fax will be non-admissible.

2.3. Structure of the expression of interest

All expressions of interest must be presented in three sections:

Section one: Administrative information - Presentation of the expression of interest and information on the eligibility (see 1.6)

Section two: Evidence relating to the selection criteria (see 3.2.2 & 3.2.3)

Section three: Vision Paper - describing the intended approach, methods and available means to carry out the tasks to be entrusted (see Annexes 4.1, 4.2)

2.3.1. Section One: Administrative proposal

To identify himself the applicant must fill in a Legal Entity Form. The Legal Entity Form is to be signed by a representative of the applicant authorised to sign contracts with third parties. There is one form for private entities and one for public entities. Specific forms in each Member State language are available at :

http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm

The Legal Entity Form **must be accompanied by all the information** indicated in the form.

In case the applicant is relying on the capacities of other entities, legal entity forms for these other entities shall be included as well.

The information submitted in this section shall allow to determine the category according to section 1.6 (1), the entity is falling into.

2.3.2. Section Two: Evidence related to the selection criteria

The ability of entrusted entities (in particular with regard to their know-how, efficiency, experience and reliability) to implement services will be assessed, based on the evidence of the documents in this section (see 3.2.2 & 3.2.3)

2.3.3. Section Three: Vision Paper

Applicants must include in their expression of interest a Vision Paper. It should in principle address all aspects detailed in the description of tasks set out in Annex 4.1. It should have no more than 10 pages and describe the applicant's approach, methods and means to carry out the tasks to be entrusted. This paper shall outline all the elements required and necessary for the performance of the tasks to be entrusted.

The Vision Paper shall comprise as a minimum:

- a) A high-level service architecture, allowing appreciation of the overall approach, the entities involved and their respective roles for the implementation of the delegated tasks.
- b) The proposed governance scheme, including user involvement.
- c) An outline of the product assurance system proposed, including quality control.
- d) The three main implementation risks, which could impede the service provision and the potential mitigation measures.
- e) Indicative high-level schedule with key programme-level milestones
- f) Indicative budget allocation and profile (distinguishing own budget consumption of the applicant and budget for activities procured from third parties).

The Commission reserves the right, however, to request clarification or additional evidence in relation to the exclusion and selection steps after the opening within a time-limit stipulated in its request and in the conditions explained in section 1.5.

3. ASSESSMENT OF THE EXPRESSION OF INTEREST

The assessment will be based on the information provided in the expression of interest. The Commission reserves the right to use any other information from public or specialist sources.

This assessment will be performed by applying the criteria set out in this document. To establish the pool of applicants per service area, the assessment of admissible expressions of interest (see 2.2) will be carried out in two successive steps.

The aim of each of these steps is:

1. to check, in the first step, whether applicants can apply and,
2. to check, in the second step, the technical and professional capacity and economic and financial capacity of each applicant who has passed the first step;

3.1. Admissibility of expression of interests

Prior to the assessment of the applicants according to the selection criteria, it will be verified that applicants fall into one of the categories in section 1.6 (1).

Only applications from entities falling into one of these categories will be examined in the next step.

3.2. Application of selection criteria (selection of applicants)

This part of the expression of interest concerns the criteria and evidence relating to the technical and professional capacity and economic and financial capacity of the applicant(s). It should also contain any other document that the applicant(s) wish(es) to include by way of clarification.

An entrusted entity may rely on the capacities of other entities In that case, evidence must be provided that it will have at its disposal the resources necessary for performance of the delegated tasks.

If several entities are involved in the expression of interest, each of them must have the professional and technical capacity to perform the tasks assigned to them and the necessary economic and financial capacity.

3.2.1. Selection criteria

A. Financial and economic capacity

Any applicant shall demonstrate its financial capability to sustain the implementation of the tasks, he is expressing interest for.

- A.1. Sufficient economic and financial capacity to guarantee continuous and satisfactory budget implementation throughout the envisaged lifetime of the agreement.
- A.2. Sufficient financial capacity in relation to the pre-financing foreseen under the agreement (where relevant);
- A.3. Readiness to undergo an assessment of their management and financial procedures as to verify the conditions imposed by article 60(2) of the EU Financial Regulations are met.

B. Professional, management and technical capacity

The operation of the service will require capacities to coordinate the design and development of the service (existing) and to ensure implementation and operation of the service (future);

The defined selection criteria apply to the existing capacities only.

Applicants must demonstrate their capability to manage and deliver services of seamless performance over at least the current 28 Member States and their ability to fulfil the minimal requirements within the domains of programme management, engineering, communication and outreach.

Staff requirements in the identified domains of competence are referring to qualification levels of Bachelor, Master, or Doctor, and their equivalents. Applicants must currently employ the minimum number of personnel within the identified domains.

The existing professional capacity will be judged in the following domains:

- a) Programme management staff must be experienced in and capable of:
 - satisfying the administrative procedures as described by the EU Financial Regulations;
 - management of contracts funded from external sources and the coordination of third party contracts and/or implementing partners.
- b) Engineering staff must be experienced in and able to perform:
 - operation and maintenance of large scale computing facility for own and third party activities;
 - scientific and technological work on earth system modelling and data analysis;
 - transfers of scientific results into operational applications.
- c) Communication and Outreach staff must be experienced in and capable of facilitating:
 - interaction with users in order to disseminate products and information, provide direct support, e.g., through documentation and helpdesk facilities;
 - training of users and the organisation of meetings to increase the knowledge about

various aspects of the service;

- outreach targeting general public and policy makers.

The applicants will have to demonstrate their professional, management and technical capacity specifically per service domain for which they are expressing interest.

Atmosphere Service

Staff Minimal requirements

B.1. Applicants shall meet the following minimum staff requirements:

		Experience (years)	Domain 1	Domain 2	Domain 3
			Management	Engineering	Outreach
Senior A	Doctoral or equivalent	> 15	3	6	
Senior B	Master or equivalent	> 15			1
Intermediate A	Bachelor or equivalent	> 12	3	12	2
Intermediate B	Bachelor or equivalent	> 10		12	2
Intermediate C	Bachelor or equivalent	> 8			
Junior A	Bachelor or equivalent	>3	3	12	2
Junior B	Bachelor or equivalent	none			

Management capacity

B.2. Applicants shall provide information on experience and capability to manage contracts funded from external sources, proven by:

B.2.1. number of contract/projects per year on average over last 5 years: 2.

B.2.2. total of funds being managed per year on average over last 5 years: 3 M Euro.

B.2.3. number of partners on average per contract/projects: 5, including 3 EU Member States and including industry, as well as public entities.

Technical capacity

B.3. Applicants shall provide information on experience and capability in usage of satellite based earth observation² data, proven by:

B.3.1. daily analysis of observation stemming from: 3 satellite platforms.

B.3.2. number of used observations in daily processing: 1.000.000.

B.4. Applicants shall provide information on existing appropriate infrastructure as follows:

B.4.1. archive including long term data preservation proven by archiving capabilities:
1 PB.

B.4.2. operational procedures (monitoring of system performance and product quality) proven by experience over: 5 years.

² OGC 10-004r3 (Geographic Information: Observations and Measurements - OGC Abstract Specification Topic 20)

B.4.3. procurement and maintenance of large scale computing facility, with demonstrated system availability levels, proven by activities over: 5 years.

B.5. Applicants shall provide information on experience and capability in the field of communication, proven by:

B.5.1. number of trainings and meetings organised per year on average over the last 5 years: 1, with number of participants in such events: 30.

B.5.2. existence of web based interface for product and information download.

B.5.3. exposure in mass media, information directed to general public, demonstrated by written or oral communication per year on average over last 5 years: 1.

B.6. Applicants shall provide information on existing networking capacities and resources, proven by:

B.6.1. established working level relationships with analogous institutions from different countries: 4, including 2 EU Member States.

Marine Service

Staff Minimal requirements

B.1. Applicants shall meet the following minimum staff requirements:

No minimum specified, however evidence of capacity in the different domains (annex 4.4) to be provided.

Management capacity

B.2. Applicants shall provide information on experience and capability to manage contracts funded from external sources, proven by:

B.2.1. number of contract/projects per year on average over last 5 years: 1.

B.2.2. total of funds being managed per year on average over last 5 years: 3 M Euro.

B.2.3. number of partners on average per contract/projects: 5, including 2 EU Member States and including industry, as well as public entities.

Technical capacity

B.3. Applicants shall provide information on experience and capability in usage of satellite based earth observation¹ data, proven by:

B.3.1. daily analysis of observation stemming from: 3 satellite missions.

B.3.2. number of used observations in daily processing: 100.000.

B.4. Applicants shall provide information on existing appropriate infrastructure as follows:

B.4.1. archive including long term data preservation proven by archiving capabilities:·
100 TB.

B.4.2. operational procedures (monitoring of system performance and product quality)
proven by experience over: 5 years.

B.4.3. procurement and maintenance of a large scale computing facility, with
demonstrated system availability levels, proven by activities over: 3 years.

B.5. Applicants shall provide information on experience and capability in the field of
Communication, proven by:

B.5.1. number of trainings and meetings organised per year on average over the last 5
years: 1, with number of participants in such events: 30.

B.5.2. existence of web based interface for product and information download.

B.5.3. exposure in mass media, information directed to general public, demonstrated by
written or oral communication per year on average over last 5 years: 1.

B.6. Applicants shall provide information on existing networking capacities and resources,
proven by:

B.6.1. established working level relationships with analogous institutions from different
countries: 4, including 2 EU Member States.

Climate Change Service

Staff Minimal requirements

B.1. Applicants shall meet the following minimum staff requirements:

			Domain 1	Domain 2	Domain 3
		Experience (years)	Management	Engineering	Outreach
Senior A	Doctoral or equivalent	> 15	3	6	
Senior B	Master or equivalent	> 15			1
Intermediate A	Bachelor or equivalent	> 12	3	12	2
Intermediate B	Bachelor or equivalent	> 10		12	2
Intermediate C	Bachelor or equivalent	>8			
Junior A	Bachelor or equivalent	>3	3	12	2
Junior B	Bachelor or equivalent	none			

Management capacity

B.2. Applicants shall provide information on experience and capability to manage
contracts funded from external sources, proven by:

B.2.1. number of contract/projects per year on average over last 5 years: 2.

B.2.2. total of funds being managed per year on average over last 5 years: 3 M Euro.

- B.2.3. number of partners on average per contract/projects: 5, including 3 EU Member States and including industry, as well as public entities.

Technical capacity

- B.3. Applicants shall provide information on experience and capability in usage of satellite based earth observation¹ data, proven by:
- B.3.1. daily analysis of observation stemming from: 3 satellite platforms.
 - B.3.2. number of used observations in daily processing: 1.000.000.
- B.4. Applicants shall provide information on existing appropriate infrastructure as follows:
- B.4.1. archive including long term data preservation proven by archiving capabilities: 1 PB.
 - B.4.2. operational procedures (monitoring of system performance and product quality) proven by experience over: 5 years.
 - B.4.3. procurement and maintenance of a large scale computing facility, with demonstrated system availability levels, proven by activities over: 5 years.
- B.5. Applicants shall provide information on experience and capability in the field of Communication, proven by:
- B.5.1. number of trainings and meetings organised per year on average over the last 5 years: 1, with number of participants in such events: 30.
 - B.5.2. existence of web based interface for product and information download.
 - B.5.3. exposure in mass media, information directed to general public, demonstrated by written or oral communication per year on average over last 5 years: 1.
- B.6. Applicants shall provide information on existing networking capacities and resources, proven by:
- B.6.1. established working level relationships with analogous institutions from different countries: 4, including 2 EU Member States.

These criteria will be assessed on the basis of the documents referred to in 3.2.2 and 3.2.3.

3.2.2. Evidence of the economic and financial capacity

All applicants registered or governed by private law, namely those falling under points 1.d) and 1.e) of section 1.6 must provide proof of their economic and financial capacity by submitting the following documents:

- a) *A full copy of the concerned legal entities' annual activity report (incl. balance sheet, profit and loss account, when available) of the last five years;*
- b) *Alternatively to a), By filling annex 4.3, consisting of an extract of the concerned legal entities' annual accounts (balance sheet, profit and loss account, notes on the accounts and auditors' remarks when applicable) of the last five years;*
- c) *a statement of overall turnover and turnover concerning the tasks, supplies or services covered by this request for expression of interest for the last three financial years;*
- d) *Declaration of their readiness to undergo an assessment of their management and financial procedures as to verify the conditions imposed by article 60(2) of the Financial regulations are met. This declaration should state indicatively, when the field work related to such an assessment could be carried out by the Commission..*

The Commission reserves the right to request any other document enabling it to verify the applicant's economic and financial capacity.

3.2.3. Evidence of the technical and professional capacity

The ability of applicants to implement services will be assessed in particular with regard to their know-how, efficiency, experience and reliability.

Evidence of the technical and professional capacity of the entities involved in the expression of interest may, be furnished on the basis of the following documents:

1. The form provided in annex 4.4 shall be filled-in to summarize the educational and professional qualifications of entrusted entity's existing staff. The curriculum vitae shall be provided for each person accounted for in the form. The precise contractual link with the applicant will also be described. (B.1)
2. Tabular summary of the relevant past and on-going projects, indicating projects, partners, partners' registered country, budgets. These shall be given in total and per year. This tabular summary shall be supported by the applicants annual report, project fact sheets, etc. (B.2)
3. Technical information and statistics on products or services provided on daily basis, which evidence their nature, volume and parameters. (B.3).
4. Description on technical infrastructure at the disposal of the applicant which is relevant to the service implementation. Description of the operational procedures in place indicating date of introduction, revisions, certifications, statistics of indicators, etc. Summary of procurement procedures in place and information on latest procurements and related maintenance contracts. Description of dissemination capacities and facilities and the related levels of protection. (B.4)
5. Tabular summary of trainings organised in the last years (Including information on title, venue, agenda, number and type of participants, fees (if any). List of and reference to their web resources for downloading of information. Track record and samples of media campaigns. (B5)
6. Information on membership in international organisations, cooperation agreements and memoranda of understanding with other organisation, other relevant elements to

demonstrate the applicant's role on European and international level. (B.6)

By submitting an expression of interest, each legal entity involved therein accepts the possibility of a check being carried out by the Commission on its technical capacities and, if necessary, on its research facilities and quality control measures.

3.3. *Data Protection*

The follow up of the response will require the recording and further processing of personal data (name, address, CV, for example) of the applicant(s). This data will be processed in accordance with the requirements of Regulation (CE) 45/2001 on the protection of individuals with regard to the processing of personal data by community institutions and bodies and on the free movement of such data. Except if mentioned otherwise, replies to questions and personal data are necessary for the purpose of assessing the application according to the request for expressions of interest will only be processed by the European Commission, Enterprise and Industry Directorate-General, Unit G2, Copernicus Services for this purpose. The applicant may, upon request, obtain the communication of his/her personal data and rectify any inaccurate or incomplete personal data. Should there be any queries concerning the processing of personal data, they can be address to European Commission, Enterprise and Industry Directorate-General, Unit G2, Copernicus Services. As regards to the processing of personal data, the applicant has a right to recourse at any time to the European Data Protection Supervisor.

3.4. *Disclaimer*

1. The Commission (including any employees, officers, advisers and / or contractors of the Commission who contributed to the preparation of this document) make no representation, warranty or undertaking of any kind in relation to the accuracy or completeness of any information provided in, or in connection with, this request for expression of interest (for the purposes of this section the "Information").
2. The Commission will not be liable or responsible to any person in relation to any inaccuracy, error, omission or misleading statements contained in the Information. The Commission will not be liable or responsible to any person in relation to any failure to inform any person of inaccuracy, error, omission or misleading statement contained in such Information of which it becomes aware after the date of release of that Information. The Commission shall not be liable to any person for any damages, losses, costs, liabilities or expenses of any kind which it may suffer as a consequence of relying upon such Information.
3. All applicants are solely responsible for their costs and expenses incurred in connection with their expression of interest, including the preparation, submission and participation in all future stages of this process. Under no circumstances will the Commission be liable for any costs or expenses borne by applicants or any of its supply chain, partners or advisors in this process.
4. For the purposes of the selection process, all advisors of the Commission are acting exclusively as the advisors to the Commission and will not be responsible or owe any duty of care to anyone other than the Commission in respect of the selection process.

3.5. *Conflicts*

The Commission requires all actual or potential conflicts of interest to be resolved to the Commission's satisfaction prior to the delivery of an applicant's submission. Failure to declare such conflicts and/or failure to address such conflicts to the reasonable satisfaction of the Commission could result in an applicant being disqualified at the sole discretion of the Commission.

3.6. *Canvassing and non-collusion*

The Commission reserves the right to disqualify, without prejudice to any other civil remedies available to the Commission and without prejudice to any criminal liability which such conduct by an applicant may attract, any applicant or consortium member who, in connection with this document:

- a) offers any inducement, fee or reward to an employee or officer of the Commission.
- b) contacts any employee or officer of the Commission about any aspect of this request in a manner not permitted by this document;
- c) fixes or adjusts her/his submission by or in accordance with any agreement or arrangement with any other applicant or consortium member or supply chain member of any other applicant (other than its own consortium members or supply chain);
- d) enters into any agreement or arrangement with any other applicant or potential applicant or consortium member of any other applicant or potential applicant to the effect that it shall refrain from making a submission or as to the conditions of any submission;
- e) causes or induces any person to enter such agreement as is mentioned above or to inform the applicant or a consortium member of the applicant of the amount or approximate amount of any rival submission;
- f) canvasses any person in connection with this document who is not one of its own consortium members or one of its own team;
- g) offers or agrees to pay or give or does pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other submission or proposed submission; or
- h) communicates to any person other than Commission the terms and conditions or his proposed submission (except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of a submission).

3.7. *Intellectual property*

1. The copyright in this document is vested in the Commission.
2. This document may not be reproduced, copied or stored in any medium without the prior written consent of the Commission except in relation to the preparation of a submission.
3. All documentation supplied by the Commission in relation to this request for expression of

interests is and shall remain the property of the Commission and must be returned on demand, without any copies being retained. Applicants are not authorised to copy, reproduce, or distribute such documents at any time except as is necessary to produce a submission.

3.8. *Publicity*

Applicants shall not undertake (or permit to be undertaken) at any time, any publicity activity with any section of the media in relation to the request for expression of interest other than with the prior written agreement of the Commission. Such agreement shall extend to the content of any publicity. In this paragraph the word "media" includes (but without limitation) radio, television, newspapers, trade and specialist press, the internet and email accessible by the public at large and the representatives of such media.

4. ANNEXES

4.1. Description of tasks

The applicants shall demonstrate the capability and capacity and their concept to manage and coordinate as entrusted entity the technical implementation of a service area or sub-area as well as for the necessary dissemination activities. The budget implementation tasks shall comprise the overall administration of all the activities required to implement the action and in particular:

- a) establish and maintain a multi-annual Project Implementation Plan, taking into account the Implementation Plan (2014-2010) of the Copernicus programme, as well as its annual work programmes. This Plan shall include in detail the operational activities needed to implement the delegated tasks, the implementation phases and a timetable, the type of funding instruments to be used, the approach to be retained for the award of contracts and grants, a description of processes for validation and quality control, a risk management approach, archiving activities, service coordination and management, as well as deliverables;
- b) establish on an annual basis a detailed work programme in line with the multi-annual Project Implementation Plan, including financial planning and transactions forecast, and the updates there-of;
- c) report on a quarterly basis towards the Commission on the activities carried out, problems encountered, budget and payments effectuated;
- d) agree with the Commission on a set of key performance indicators used to monitor the technical performance of the service operators, as well as the performance of the service area or sub area concerned;
- e) prepare a Dissemination Plan for information and products generated by the continental and local components, and whenever appropriate, propose updates;
- f) prepare and maintain the project reference documents and ensure the consistency between the different work packages of the Project Implementation Plan;
- g) prepare the technical specifications and specific arrangements for the procurement of services; manage the service and data procurements, the procurement and grant procedures, conclude contracts for procurement and grants agreements, make the appropriate payments, and, if need be, assume the recovery of funds unduly paid;
- h) conduct regular checks in order to ensure the quality and regularity of the implementation of the Action as well as the visibility of the Action.

Copernicus services will be based earth observation data, provided under responsibility of the Commission through the GMES/Copernicus Space Component Data Access portal, and in-situ data, largely provided under the responsibility of the EU Member States with some technical coordination through the Commission. The entrusted entity is free to propose the use of additional data from third parties under its own responsibility as deemed appropriate.

Copernicus data and service products should maintain coherence with Member States' spatial reference data and support the development of the infrastructure for spatial information in the Union established by Directive 2007/2/EC of the European Parliament and of the Council of 14 March 2007 establishing an Infrastructure for Spatial Information in the European Community (INSPIRE).

4.2. *Description of the Service Areas*

The services mentioned in section 1.2 are further explained in the sections of this annex. A separate pool of applicants will be established per service area.

4.2.1. *Atmosphere Monitoring Service*

The **Atmosphere Monitoring Service** provides the capacity to continuously monitor the composition of the Earth's atmosphere at global and regional scales. This service capacity encompasses the description of the current situation (analysis), the prediction of the situation a few days ahead (forecast), and the provision of consistent retrospective data records for recent years (re-analysis). It generates geophysical products which can be input to further technical processing, as well as high level information in various forms for further expert assessment in support of decision making.

By monitoring atmospheric composition, the Atmosphere Monitoring Service supports applications in the domains of air quality, climate forcing, ultraviolet radiation, and solar energy with special focus on the EU regions. It therefore provides products and information on the distribution and long-range transport of greenhouse gases, aerosols and reactive gases as well as regarding the input data itself in particular emissions. Products and information are provided at the global and EU regional scales. The finer EU regional scale products are complemented by a quantitative assessment of the uncertainty based on an ensemble of several regional modeling systems.

The following buildings blocks are distinguished:

- a) Input data: Observations provided by space based and in-situ infrastructure, including information on natural and anthropogenic emissions. Important operational aspects are 1) the acquisition and quality control of the measurement and emission data, 2) international collaboration to ensure access to all relevant available data, and 3) feedback to EO providers to support the continuous improvement of the space infrastructure.
- b) Global component: The global processing component relies on the approach of Earth system modelling and data assimilation. This component describes the three dimensional distribution of atmospheric constituents on the global scale. The chemical transport modelling (CTM) of atmospheric constituents is coupled to the analysis and forecast system describing other important earth system processes (atmospheric dynamics, thermodynamics, vegetation, soil, ocean surface and circulation).
- c) EU regional component: Information on the global scale needs to be downscaled to resolve geophysical structures within the EU regional domain as well as to focus on the relevant parameters (e.g. key pollutants for EU air quality policy). The regional component relies on several different regional models in order to provide (EU) Ensemble information and to derive uncertainty information. The regional component has to be integrated with input data processing and global component into the a stable and efficient service chain due to the dependencies from the input data processing and the boundary conditions provided by the global component and to ensure consistency between global and regional products.
- d) Outreach: A strong and effective user interface consisting of central contact points for inquiries and error reporting, sound and coordinated

response activities, and training based on user demand and feedback are essential. The service itself must also be capable of developing new products and services in response to demands from users. Besides interaction with expert stakeholders the outreach to the public will be of equal importance for increasing and maintaining awareness of environmental issues linked to atmospheric composition.

The above building blocks will be seamlessly integrated within a consistent processing chain. Optimal performance will depend on the technical integration of consistent physical and chemical formulations.

The following phases are distinguished:

- Ramp-up: Activities are required to enable service delivery under full operational conditions. These activities will establish administrative processes corresponding to the chosen management mode as well as engineering tasks to enable production under operational conditions (until month 6 after start).
- Phase-I: Services will be running in operational mode and system upgrades will concentrate short term measures in order to enhance quality, system performance and user interaction. Analysis and testing is performed regarding new user needs and corresponding arising methodologies (until 2,5 years after Ramp-up). A proposal will be developed to fine tune the multiannual strategy (1,5 year after start)
- Phase-II: A service upgrade is foreseen in particular regarding the resolution of the global component. At this stage further evolution can be phased in following previously analysed user needs and results from corresponding development work (3 years after start).

The action will also comprise validation of the services and products provided. External expertise may be employed to support this process.

4.2.2. Marine Environment Monitoring Service

The **Marine Environment Monitoring Service** provides regular and systematic reference information on the physical state and dynamics of the ocean and marine ecosystems for the global ocean and the European regional seas. This capacity encompasses the description of the current situation (analysis), the prediction of the situation a few days ahead (forecast), and the provision of consistent retrospective data records for recent years (re-analysis).

The Copernicus Marine Monitoring Service assimilates earth observation data as well as in-situ data into 4-D models. Main parameters calculated and provided are currents, temperature, salinity, sea level, sea ice and biogeochemistry. These parameters support marine and maritime applications and related EU policies, e.g. in the field of marine and coastal environment, marine resources and weather, seasonal forecasting and climate.

The following buildings blocks are distinguished:

- a) Thematic Assembly Centres: Four processing centres provide 1) multi-satellite products for sea level, 2) multi-satellite products for ocean color, 3) multi-satellite products for ocean sea ice, and 4) in-situ data for physical and bio-chemical variables. All products are provided on global and regional scale and serve as crucial input to further assimilation by the marine forecasting centres.

- b) **Marine Forecasting Centres:** Seven processing centres are generating model-based products on the ocean physical state and biogeochemical characteristics covering the Global Ocean as well as six regional seas (Arctic Ocean, Baltic Sea, North Atlantic West Shelf, North Atlantic Iberic-Biscay-Irish area, Mediterranean Sea and Black Sea).
- c) **Central Information System:** A central system component ensures management and organisation of the products and information originating from a distributed landscape reflecting the expertise and capacity within member states across the EU.
- d) **Outreach:** A strong and effective user interface consisting of central contact points for inquiries and error reporting, sound and coordinated response activities, and training based on user demand and feedback are essential. The service itself must also be capable of developing new products and services in response to demands from users. Besides interaction with expert stakeholders the outreach to the public will be of equal importance for increasing and maintaining awareness of marine environmental issues.

The following phases are distinguished:

- **Ramp-up:** Activities are required to enable service delivery under full operational conditions. These activities will establish administrative processes corresponding to the chosen management mode as well as engineering tasks to enable production under operational conditions (until month 6 after start).
- **Phase-I:** Services will be running in operational mode and system upgrades will concentrate short term measures in order to enhance quality, system performance and user interaction. Analysis and testing is performed regarding new user needs and corresponding arising methodologies (until 2,5 years after Ramp-up). A proposal will be developed to fine tune the multiannual strategy (1,5 year after start)
- **Phase-II:** A service upgrade is foreseen following previously analysed user needs and results from corresponding development work (3 years after start). Prioritisation and selection of the actions will depend on the previously established

The action will also comprise validation of the services and products provided. External expertise may be employed to support this process.

4.2.3. Climate Change Service

The objective of the **Climate Change Service** is to build 'an EU knowledge base in support of mitigation and adaptation policies. The Copernicus Climate Change service shall capitalize on three main components: sustained networks of in-situ and satellite-based observations, re-analysis of the Earth climate with a variety of models driven by observations and climate projections based on a series of modelling scenarios. These three components will permit us to derive a number of climate indicators (e.g., temperature increase, sea level rise, ice sheet melting, warming up of the ocean...) and climate indices (e.g., based on records of temperature, precipitation, drought event) for both the identified climate drivers and the expected climate impacts.

Climate indicators of drivers and impacts are essential for climate policy, both on mitigation and adaptation. In particular for adaptation robust information is needed on the observed and projected impacts of climate change, for various time scales and under

different climate scenarios. Such information is of direct interest to the European Commission (including DG Climate Action), but also to transnational, national and local bodies in charge of policy making and implementation. Information on climate impacts, vulnerability and adaptation measures is currently disseminated via the Climate-ADAPT platform, hosted by the European Environment Agency. The Copernicus Climate Change service should contribute to further expanding the knowledge base, and thus also contributing with information to Climate-ADAPT.

The architecture of the Climate Change service should be organized around four complementary blocks: A consistent Climate Data Store, a Sectoral Information System, an Evaluation and Quality Control platform and, finally, an Outreach and Dissemination platform.

- a) The first building block of the Copernicus CC service will be a consistent Climate Data Store (CDS) that contains series of geophysical climate variables and indicators, most being listed as Essential Climate Variables or Thematic Climate Data Records, needed to monitor routinely the climate drivers and climate change impacts. This Data Store will also include series of derived Climate Change Indicators. All data and products available from the Data Store must be spatially and temporally consistent, traceable and with documented uncertainties.
- b) The second building block of the Climate Change service will be a Sectoral Information System (SIS) that contains information tailored to fit the needs of end users and customers of the service for various EU sectorial policies or other Societal Benefit Areas (SBAs). It will be sustained primarily by the CDS and, where appropriate, by ancillary data sets that will prove useful when addressing, for instance, climate impacts at regional, or even local, time and space resolutions in various policy sectors.
- c) The third block concerns the Evaluation Quality Control (EQC) platform in charge of the quality control and evaluation of the CC service. The EQC will as well collect the evolving requests from the end users and will be tasked to translate the end users' inputs and comments into sets of technical recommendations. The EQC platform will also be the natural vector for bridging the operational segments of the service with its R&D components.
- d) The fourth block, the Outreach and Dissemination (OD) platform, will secure the dissemination of the climate related information, both from the Copernicus Climate Change Data Store and Sectoral Information System, to the end users, including e.g., public authorities, businesses, researchers and the general public as appropriate.

In summary, the development of a Climate Change service goes beyond the scientific and technical processing of data. The success of the implementation of the proposed service will largely rely on the quality of the information flow and the overall coordination between the various blocks. Series of precise, well-defined and operational procedures have to be defined and established so that the information delivered to the end-user is fully traceable, quality controlled and disseminated within the most appropriate time frame all the way from the production in the CDS to the OD platforms. The articulation between the operating entities involved in the CC service is a critical aspect of the service and probably the one requiring most attention in a preliminary phase. It will indeed involve different public national and international institutions as well as the private sector through the entire production chain.

Different stages shall be identified to favour a proper ramping up of the service and its

gradual evolution over the duration of the program. The various blocks will progressively cope with an increasing number of products and deliverables in the.

Following four complementary stages:

- The first stage (from year 0 to year 1.5) will be dedicated to a proof of concept of the overall architecture envisaged so far. This preliminary step will help to consolidate the links between various contributing partners, to fine tune their perimeters of actions and to ensure a seamless flow of information.
- The second stage (from year 1.5 to year 3) will be pre-operational. It thus constitutes the first test to generate the requested information on an operational basis that is with proven and extensive tests of the ensemble of operational procedures prevailing inside each of the building blocks and between them as well.
- The third stage (from year 3 to year 4) is associated with the start of the operational phase where products will become available to the public. This phase will include a selected set of about 20 ECVs and 7 Climate indicators pertaining to the atmosphere, the ocean and the land compartments. These quantities will provide support to 8 different Societal Benefit Areas through the production of approximately 18 indices.
- The fourth stage (from year 4 onwards) will essentially correspond to an increase in the generated amount of information such that, by the end of the funding period, the Climate Change service shall be in a position to document 30 plus ECVs and over 10 Climate indicators that will be of direct relevance to a dozen of the Societal Benefit Areas.

The action will also comprise validation of the services and products provided. External expertise may be employed to support this process.

4.3. Financial and Economic Capacity Overview Form

Financial and Economic Capacity Overview			
Currency : EURO Figures (000)			
	N* (* most recent figures available)	N-1	N-2
Total Balance Sheet			
TRADE DEBTORS <i>Amounts due by commercial customers</i>			
CAPITAL and RESERVES (Equity) <i>Amounts owned by the company</i>			
TRADE CREDITORS <i>Amounts due to commercial suppliers</i>			
SHORT TERM DEBT			
LONG TERM DEBT			
LIQUIDITY <i>Bank accounts, cash at hand</i>			
About PROFIT & LOSS			
TURNOVER			
ORDINARY RESULT			
EXTRAORDINARY RESULT			
INCOME TAX			
NET RESULT			

You may add any data that you would consider of vital relevance for your organisation and for the understanding of the above figures.

Comments: Please explain BRIEFLY important variations from one year to another if appropriate. In case of negative equity or repeated losses, please explain how the future of the organisation will be ensured.

4.4. Professional, management and technical capacity

			Domain 1	Domain 2	Domain 3
	Qualification	Experience (years)	Management	Engineering	Outreach
Senior A	Doctoral or equivalent	> 15			
Senior B	Master or equivalent	> 15			
Intermediate A	Bachelor or equivalent	> 12			
Intermediate B	Bachelor or equivalent	> 10			
Intermediate C	Bachelor or equivalent	> 8			
Junior A	Bachelor or equivalent	> 3			
Junior B	Bachelor or equivalent	none			

