



Prague, 31 -07- 2018
GSA/2018/OED/LEG/D240991

INVITATION TO TENDER

Subject: GSA/OP/06/18 "IMS AND QUALITY MANAGEMENT SUPPORT TO GSA"

Reference to contract notice in the Official Journal: 2018/S 152-348175

Dear Sir/Madam,

1. The European GNSS Agency (hereinafter the GSA) is planning to award the five public contracts referred to above. Please find enclosed the related procurement documents: (i) Tender Specifications (Annex I) listing all the documents that must be produced in order to submit a tender, and the Draft Contract (Annex II).
2. Economic operators interested in this contract are hereby invited to submit a tender duly signed by their authorised representative, satisfying all the conditions of submission and presentation of tender described in detail in **section 4** of the Tender Specifications.
3. **Submission** of tenders must respect the deadline specified in **section 1.2** of the Tender Specifications.
4. Submission of a tender implies acceptance of all the terms and conditions set out in this Invitation to Tender, in the Tender Specifications and in the Draft Contract and, where appropriate, waiver of the tenderer's own general or specific terms and conditions. Submission of a tender is binding on the tenderer to whom the contract is awarded for the duration of the contract.
5. The period of validity of the tender, during which tenderers may not modify the terms of their tenders in any respect, is nine (9) months from the final date for submission.
6. Contacts between the contracting authority and tenderers are prohibited throughout the procedure save in exceptional circumstances and under the conditions described in **section 4.9** of the Tender Specifications.
7. This Invitation to Tender is in no way binding on the GSA. The GSA's contractual relationship 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 candidates or tenderers being entitled to claim any compensation.

Yours faithfully,

Carlo Des Dorides

Executive Director

Enc.:

Annex I Tender Specifications with its annexes:

Annex	Title
Annex I	Template identification sheet of the tenderer
Annex II	Template financial offer
Annex III	Template Declaration of Honour for exclusion and selection criteria and minimum requirements
Annex IV	Template declaration of intent
Annex V	GSA policy on the prevention and management of conflicts of interest
Annex VI	Integrated Quality Management System Manual
Annex VII	Work Breakdown Structure Chart
Annex VIII	Work Package Description
Annex IX	ISO 27001:2013 High-level Implementation Roadmap
Annex X	Non-Disclosure Undertaking

Annex II Draft contract with its annexes:

Annex	Title
Annex I.1	Tender Specifications (Invitation to Tender No GSA/OP/06/18) and its annexes
Annex II.1.I	Contractor's Tender (No [number], [date])
Annex II.1.II	EC Guide to Missions (applicable to the GSA)
Annex II.1.III	Declaration on confidentiality and absence of conflict of interest - TEMPLATE
Annex II.1.IV	Draft Specific Contract – TEMPLATE (enclosed in the present document)
Annex II.1.V	Mitigation Plan (if applicable)