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**Subject: NAVISP: NAVigation Innovation Support Programme -
Element 2 CALL FOR PROPOSAL**

Ref: AO/1-8927/17/NL/MM (Issue 1.0)

Item Number: 17.154.01 in the List of ESA Intended Invitations to Tender

Budget: E/0365-20-B

Dear Madam or Sir,

The European Space Agency (ESA) hereby invites you to submit, at any given time, an Outline Proposal in response to the present Open Call for Proposals for NAVISP Programme Element 2.

This Open Call for Proposals consists of the following documents:

- The present Invitation Letter,
- Appendix 1: Special Conditions of Tender (SCT) and the related zip files,
- Appendix 2: Draft contract.

This Invitation Letter, the Special Conditions of Tender and the Draft Contract make reference to the following documents that are available on <http://emits.sso.esa.int/> under "Reference Documentation" ---> "Administrative Documents":

- Procurement Regulations (ESA/REG/001 rev.4);
- General Conditions of Tender for ESA Contracts (Annex IV to ESA/REG/001 rev.4) hereunder referred to as "the GCT";
- General Clauses and Conditions for ESA Contracts (ESA/REG/002 rev.2) hereunder referred to as "the GCC".

The above listed general Clauses and Conditions have been amended in order to support the NAVISP Element 2 objectives resulting in a dedicated documentation package published on EMITS for the Tenderer's attention (EMITS: <http://emits.sso.esa.int/>) under AO/1-8927/17/NL/MM).

1. INTRODUCTION

ESA is hereby launching this Open Call for Proposals with the objective to receive proposals for the development of innovative and competitive products in the Satellite Navigation and in the wider Positioning Navigation and Timing (PNT) domain.

The goal is to support European industry in succeeding in the highly competitive and rapidly-evolving global market for Satellite Navigation, and more broadly PNT technologies and services.

Ad hoc technologies and product development activities along the whole Satellite Navigation value chain and more broadly PNT products will be targeted.

The proposed activities will be funded according to the funding scheme described in Chapter 6 of this Invitation Letter.

Prerequisite for the start of the Full Proposal evaluation is the reception by ESA of the Letter of Support signed by the National Delegations of the State the Prime and Sub Contractors belong to.

The ESA programmatic framework of this Call for Proposals is NAVISP Element 2.

The NAVISP Programme is managed by the ESA Galileo Programme and Navigation Related Activities Directorate (D/NAV).

It is reminded that according to the NAVISP Programme Declaration, NAVISP does not duplicate nor change the basis on which the strategy and approach for R&D related to the evolution of the Galileo and EGNOS systems is determined and controlled through the established EU mechanisms.

2. SPECIFIC CONDITIONS FOR ELIGIBILITY

The Agency will admit for evaluation only proposals from a Tendering team composed of company(ies) and/or organisations - be it a Prime or Subcontractor - established in any of those ESA Member States that subscribe to NAVISP Element 2.

Austria, Czech Republic, Denmark, Finland, France, Ireland, Italy, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland and the United Kingdom have subscribed to NAVISP Element 2.

3. SCOPE OF ACTIVITIES

The Proposals under NAVISP Element 2 shall be focused on the development of innovative products identified by the Tenderers to be competitive in the Satellite Navigation and PNT institutional, consumer and professional market.

Products can be all along the value chain, typically belonging to the following segments:

- Satellite Navigation Space Segment;
- Satellite Navigation Ground Segment;
- Positioning Navigation and Timing User Segment.

In the documentation of this Call for Proposal, the term “product” is used to identify a technology, an equipment, a system, a subsystem, a software and/or a service.

The proposed activities may address an upgrading of an existing product or the development of a new product of disruptive nature.

Therefore, they can be of different nature according to the starting point and heritage of the product design and development.

4. TENDERING PROCESS

The tendering process follows a two-step approach:

- Submission of Outline Proposal:
 - after a positive assessment, ESA will invite the Tenderer to submit a Full Proposal.
- Submission of Full Proposal:
 - after a positive evaluation of the Full Proposal ESA will award the contract to the Tenderer. Prerequisite for the start of the Full Proposal evaluation is the reception by ESA of the Letter of Support signed by the National Delegations of the State the Prime and Sub Contractors belong to.

In line with the objective of NAVISP Element 2 and in order to be beneficial to the Tenderer handling pre-commercial activities, the process from Outline Proposal submission to contract award should be concluded if possible in 4 months.

To reach this aim, the Tenderer is invited to:

- strictly comply with the Guidelines established for the preparation of the Outline Proposal and of the Full Proposal and use to the maximum extent the precompiled Full Proposal Templates;
- optimize the time for the Full Proposal preparation aiming at submitting it earlier than the deadline of 30 working days (see 4.2) from the positive assessment of the Outline Proposal;
- interact with the relevant National Delegations for the acquisition of the Letter of Support since the very beginning of the Tendering process.

4.1 First Step: Submission of the Outline Proposal

The first step starts with the submission by the Tenderer of an Outline Proposal in response to this Call for Proposals.

The Outline Proposal will be assessed by ESA, and feedback will be provided by e-mail to the Tenderer by a target time of 10 working days from the date of submission.

Outline Proposals shall be prepared in accordance with Guidelines provided as Annex 1 of this document.

They shall be submitted via mail to the following e-mail address: navisp.element2@esa.int and in parallel to the National Delegation of both Prime and Sub Contractors. National Delegations Contact information is attached to this Invitation Letter as Annex 2.

The e-mail shall indicate:

- the name of the project,
- the Prime Contractor and its nationality,
- the relevant contact person (including e-mail, phone number and position into the Prime Contractor company),
- the envisaged Subcontractor companies and respective nationalities,

-a statement indicating if the Proposal has been already introduced to the National Delegations of the related countries (to which the Prime and the Subcontracts belong).

4.2 Second Step: Submission of the Full Proposal

Following the communication from ESA of a positive assessment of the Outline Proposal, the Tenderer will be invited to submit a Full Proposal in 30 working days and in accordance with the Special Conditions of Tender.

The default tool for submitting proposals to the Agency is its “esa-star” system and this shall be used for submitting the Full Proposal as detailed hereunder.

Following the Agency’s invitation, the Tenderer is strongly encouraged to immediately create a Bidder Restricted Area in “esa-star”. This does not oblige the Tenderer to eventually submit a Full Proposal, but assists the Agency in the timely preparation of the evaluation process.

The Tenderer is encouraged to notify the Agency, by email to navisp.element2@esa.int, of the intended date of Full Proposal submission at least two (2) weeks prior to the intended submission date. This will allow the Agency to plan ahead for the formal evaluation of the Full Proposal.

A Full Proposal which is not preceded by an Outline Proposal approved by the Agency will not be admitted for evaluation.

The Full Proposal shall be a fully self-contained set of documents, and will be the sole basis of the Agency’s evaluation. Any information in the Outline Proposal and any correspondence prior to the submission of the Full Proposal will not be considered in the evaluation.

Full Proposals shall be submitted exclusively in electronic format via the “esa-star” system [see: <https://esastar.sso.esa.int/>]. The SCT contains further information on “esa-star” and its operation.

Please note that a pre-requisite for submitting a proposal is to be registered as an entity wishing to do business with the Agency. Further information on the subject is provided in Section 7 below.

It is recommended to simultaneously send an e-mail notification of the submission of the Full Proposal to navisp.element2@esa.int.

5. EVALUATION PROCESS AND CONTRACTUAL START DATE

A positive evaluation of the Full Proposal by the Agency is prerequisite for contract award. During the evaluation of the proposal the Tenderer may be contacted and asked to supply additional information.

6. FUNDING

The costs co-funding provided by the Agency shall not exceed 50% of the costs related to the proposed activities.

Nonetheless, for SME¹ this funding may increase to up to 80% of the costs. Work carried out by universities and research institutes involved as subcontractors and justifying no further commercial interest in the activity may be 100% funded by the Agency (see Table 1).

The remainder of the costs shall be funded by the Tenderer and/or Partners, in cash or in kind, and shall not include any additional co-funding from the public sector.

The Tenderer's attention is drawn to the fact that the ownership of the final deliverables can be discussed as per provisions of the Draft Contract applicable to the present Call for Proposals.

Type of Tenderers	General rule (e.g. Large enterprise)	SME	Universities and research centers involved as subco with no further commercial interest
Ratio of ESA co-funding on total cost percentage	≤50%	≤80%	≤ 100%

Table 1: ESA Co-funding approach for NAVISP Element 2

¹ The applicable definition of an SME can be found at: <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32003H0361&from=EN>

7. KEY ACCEPTANCE FACTORS / COMPLIANCES

As part of the tender submission process in the “esa-star” system, the Tenderer will be required to make declarations in relation with “**Declaration of Compliances**” and “**Key Acceptance Factors**” (that are mirrored in Part 3 of the SCT). The SCT indicate the consequences (ranging from significant down-marking to exclusion from evaluation) in case it would appear during the evaluation that these declarations contain incorrect statements.

It is mandatory to register as economic operators wishing to do business with ESA. Economic operators wishing to do business with ESA not yet registered as potential Tenderer, are requested to complete the online questionnaire on the “ESA- STAR registration” website (<https://esastar-emr.sso.esa.int/>).

Any entity, at the time when a Full Proposal is submitted, should at least have already completed the “Light Registration”.

That registration as an ESA Entity includes the obligation to subsequently fill in the ESA Questionnaire and its yearly updating. Failure to provide or update the required information may result in EMITS non-public part access being blocked.

Further information on the registration process can be found on the Industry Portal pages available at: http://www.esa.int/About_Us/Business_with_ESA/How_to_do/esa-star_Registration_Process

8. CONFIDENTIALITY

All proposals received by ESA (presented in response to the first and second step of the bidding process) will be treated in confidence. Under certain circumstances, and provided the supporting Participating Member States agrees, these proposals may be shared with the European Commission and/or the European GNSS Agency, for information purposes only.

9. ADDITIONAL INFORMATION

Your attention is furthermore drawn to the following points:

Please note that this ‘Call for Proposals’ has been published on the Agency’s Electronic Mail Invitation to Tender System (EMITS: <http://emits.sso.esa.int/>) under AO/1-8927/17/NL/MM).

Any questions related to this Call for Proposals before submission of a Full Proposal shall be addressed to navis.p.element2@esa.int.

Following the submission of a Full Proposal, any related correspondence shall be addressed to the responsible Contracts Officer nominated by the Agency.

Yours faithfully,

F. Germes

Head of Earth Observation, Navigation &
Telecommunication Procurement Division
ESA Procurement and EU Administration Department



ANNEX 1

GUIDELINES FOR THE CONTENT OF THE OUTLINE PROPOSAL

Following the tendering process described in the Invitation letter of this Open Call for Proposals, the Outline Proposal is the means for the Tenderer to initiate the interaction with the Agency.

Tenderers are invited to submit an Outline Proposal containing at least the information described in this document.

The typical length of an Outline Proposal should be approximately 6 pages, excluding supporting documents such as diagrams, charts, tables and company information brochures.

The Outline Proposal shall be written in English.

The Outline Proposal shall include the following elements:

- An introduction explaining the rationale and the background of the proposed project;
- A description of the product characteristics;
- A description of the product development activities;
- A description of the product viability, including a Tenderer profile.

1. RATIONALE AND BACKGROUND

This section shall present the rationale and give the relevant background information for the proposed product development.

2. THE PRODUCT

This section shall describe the technical characteristics of the product.

In the documentation of this Call for Proposal, the term “product” is used to identify a technology, an equipment, a system, a subsystem, a software and/or a service.



It shall at least include :

- A description of the product to be developed, its relevance to Satellite Navigation and wider Positioning Navigation and Timing (PNT) sector, indicating which of the following categories it belongs to:
 - Satellite Navigation Space Segment,
 - Satellite Navigation Ground Segment,
 - PNT User Segment.
- An outline of the potential uses of the product.
- The information of whether the development is related to the evolution of an existing product or to a product of disruptive nature.
- The identification of the innovative nature of the product and the benefits deriving by its adoption.
- A summary of key features, key functionalities, key design characteristics and key performance of the product.

3. **THE PRODUCT DEVELOPMENT**

This section shall introduce the product development activities, with associated costs and time schedule. Development activities can be proposed up to and including the pre-operational stage of the product.

It shall at least include:

Technical elements:

- An explanation of the current status of the product i.e. the starting point of the proposed development activities;
- The goal of the proposed activities, including the description of the activities needed for the development of the product from its current status;
- Critical tasks, technologies or techniques with associated identified related risks;
- A development plan with identification of major milestones and key decision points, including activities duration;
- A list of the deliverables (e.g. hardware, software, documentation).

Costs:

- A summary of the total costs of the proposed activities;
- The co-funding request to ESA (i.e. the price for ESA);
- A distribution of the costs and ESA co-funding per consortium partner (Prime and Sub-Contractor(s)) and per country;
- The source of funding of the remaining costs for the Tenderer.

Others:

- A statement that the proposed work does not overlap with any currently running ESA, European Institution, National or International contracts awarded to any entity of the Proposal consortium (Prime and/or Sub- Contractor(s)).
- A statement if the relevant National Delegation(s) of Prime and Sub-Co (s) have been informed regarding the proposed project.

4. THE PRODUCT VIABILITY

This section shall describe the viability of the product upon completion of its development.

It shall at least include:

The product opportunity

- A description of the context the product aims to address, giving elements such as reference market, market trend (new, consolidated, evolving, etc.), and other relevant context characteristics;
- The identification of the challenge that in this context the product aims to address (e.g. unmet customer needs, emerging needs).

Competition:

- A summary of the current alternative products/solutions, the relevant major competitors and an explanation of the opportunity for the product.

The Tenderer

- The main elements of the Tenderer's profile and experience, competence and resources related to the proposed project;
- The Tenderer's competitive positioning in the PNT sector;
- A description of the Tenderer's objectives for the product upon completion of the proposed activities, highlighting how it fits in the Tenderer' strategy and competitiveness plans.

ANNEX 2

List of contact details of National Delegations



Member States	National Contact Points NAVISP Element 2	
Austria	Elisabeth Fischer Tel : +43 (0)5 7755 – 3306 Mobile : +43 (0)664 88456980 elisabeth.fischer@ffg.at	Elisabeth Klaffenboeck Tel : +43 (0)5 7755 – 3306 elisabeth.klaffenboeck@ffg.at
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