



IT consultancy services on Geospatial Information Systems (GIS) - 4 lots

Reference: Open call for tenders EEA/SES/12/003

Closing date: 15/02/2013

1. Introduction to EEA

The European Environment Agency (EEA) is a European Union public body governed by Regulation (EC) No 401/2009 of the European Parliament and of the Council of 23 April 2009¹. The EEA role is to support the European Union in the development and implementation of environmental policy by providing relevant, reliable, targeted and timely information on the state of the environment and future prospects. The EEA also provides the necessary independent scientific knowledge and technical support to enable the Union and the member countries to take appropriate measures to protect and improve the environment as laid down in the Treaty and by successive Community action programmes on the environment and sustainable development. Currently, the EEA has 32 member countries.

There are approximately 200 staff members working at the EEA. These staff members come from a wide range of national, professional and cultural backgrounds. Their functions at the EEA vary from environment-related research and data-analysis to administrative or managerial tasks.

Further information about the work of EEA can be obtained on its website: <http://www.eea.europa.eu>.

¹ OJEU L 126 of 21.5.2009, p. 13.

2. Presentation of the tender

Tenders shall be submitted in accordance with the *double envelopes system*:

The outer envelope or parcel should be sealed with adhesive tape and signed across the seal and carry the following information:

- The call for tenders reference No **EEA/SES/12/003**
- The contract title ***"IT consultancy services on Geospatial Information Systems (GIS)"***
- The specific lot number
- The name of the tenderer
- The indication ***"Tender – Not to be opened by the internal mail services"***
- The address for submission of tender (as specified in the letter of invitation to tender)
- The date of submission shall be legible on the outer envelope or parcel

The outer envelope or parcel must contain three inner envelopes, i.e. Envelopes No 1, 2 and 3, corresponding to the following three sections: administrative section, technical offer and financial offer.

(a) Envelope No 1 – Administrative section shall include the following:

- The Tender submission form drawn up in accordance with the template in annex 1
- The declaration on exclusion criteria as required under section 11.1.2 drawn up in accordance with the template in annex 2
- The legal entity form as required under section 11.2.1 drawn up in accordance with the template in annex 3
- The financial identification form drawn up in accordance with the template in annex 4
- The evidence and documentation demonstrating the fulfilment of the selection criteria as required under sections 11.2.2 (economic and financial capacity) and 11.2.3 (technical and professional capacity)

(b) Envelope No 2 – Technical offer shall include the following:

The technical offer providing all information requested under sections 7, 8, 11.2.3 and 11.3.1, including information relevant to subcontracting as requested under section 4.3.

(c) Envelope No 3 – Financial offer shall include the following:

The financial offer providing all information requested under sections 10 and 11.3.2, drawn up in accordance with the template in annex 5.

Tenders shall be drafted in one of the official languages of the European Union, **preferably in English** (supporting evidence does not need be translated) and submitted **in triplicate** (one signed original unbound and two copies).

It is important that tenders be presented in the correct format and include all documents necessary to enable the evaluation committee to assess them. Failure to respect these requirements will constitute a formal error and may result in the rejection of the tender.

Tenderers shall observe precisely the indications in points 2, 3, 4 and 6 of the letter of invitation to tender to ensure their tender are admissible. Late delivery will lead to the non-admissibility of the tender and its rejection from the award procedure for this contract. Offers sent by e-mail or by fax will also be non-admissible and discarded. Envelopes found opened at the opening session will also lead to non-admissibility of the tender. Consequently, tenderers must ensure that their tenders are packed in such a way as to prevent any accidental opening during its mailing.

3. Confidentiality and protection of personal data

For the processing of this tendering procedure, the EEA observes the rules set in Regulation (EC) No 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 (OJEU L 8 of 12.1.2001, p. 1).

For further detailed information please refer to the privacy statement available on the EEA external website at the following address: <http://www.eea.europa.eu/about-us/tenders/privacy-statement>.

4. Participation in the tendering procedure

Submission of a tender implies acceptance of the terms and conditions set out in the invitation to tender, in these tender specifications and in the draft framework contract attached to the latter (see annex 6) 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.

4.1. Eligibility

This call for tender is open on equal terms to all natural and legal persons from one of the 32 EEA member countries and to all natural and legal persons established in a third country which has a special agreement with the European Union in the field of procurement on the conditions laid down in that agreement².

As proof of eligibility tenderers must indicate in which state they have their headquarters, registered office or residence, and provide the necessary supporting documents in accordance with their national law. If the tender is a natural person, he/she must provide a copy of identity card/passport or driving license and proof that he/she is covered by a social security scheme as a self-employed person.

4.2. Application

All eligible natural and legal person (as per above) or groupings of such persons (consortia) may apply.

A consortium may be a permanent, legally established grouping or a grouping, which has been constituted informally for a specific tender procedure. If awarded the contract, the members of the consortium (i.e. the leader and all the other partners) will have an equal standing towards

² At this point in time, tenderers established in one of the following countries are eligible: EU27, Iceland, Liechtenstein, Norway and Turkey; under the stabilisation and association agreements: Croatia, FYROM, Albania and Montenegro; under bilateral agreements: Chile and Mexico.

the EEA in executing the framework service contract and they will be jointly and severally liable to the EEA.

The participation of ineligible natural or legal person will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

The EEA will not request consortia to have a given legal form in order to be allowed to submit a tender, but reserves the right to require a consortium to adopt a given legal form before the contract is signed if this change is necessary for proper performance of the contract. This can take the form of an entity with or without legal personality but offering sufficient protection to the EEA contractual interests (depending on the member countries concerned, this may be for instance, incorporation or partnership or a temporary association). Consortia must identify one of their members as coordinator who will interface with the EEA.

Each member of a consortium must fulfil the conditions for participation mentioned in sections 4.1 above and 4.2 and provide the required documents listed in these tender specifications under sections 11.1 and 11.2 below. Therefore, each member of a consortium shall specify his role, qualifications and experience.

4.3. Subcontracting

A contractor may subcontract part of the services.

Tenderers must state what part of the work, if any, they intend to subcontract, and to what extent (for instance % of the total contract value), specifying the names, addresses and legal status of the subcontractors. If subcontracting is not envisaged, tenderers shall clearly state so in the tender submission form (see annex 1)

Legal persons must provide a document containing a list of the professional qualifications of the subcontractors. If awarded the contract, contractors may not choose subcontractors other than those mentioned in the bids unless they obtain the prior written authorisation of the EEA. The overall responsibility of the work remains with the contractor.

Contractors must ensure that Article II.17 of the draft framework contract (see annex 6) can be applied to subcontractors. Once the contract has been signed, Article II.13 of the above-mentioned draft framework contract shall govern subcontracting.

5. Contractual terms

In drawing up their bid tenderers should bear in mind the provisions of the standard framework contract and standard order form attached to these tender specifications (annex 6).

6. Subject of contract

The purpose of this call for tenders is to establish framework contracts with economic operators who can provide GIS services and support to the EEA by providing senior and junior consultants in the following areas:

– Lot 1: Advanced server based GIS and geospatial data handling

The EEA produces many digital products and geospatial services such as online web-map services (<http://discomap.eea.europa.eu>) and web-applications

(<http://eea.maps.arcgis.com>) based on SEIS (Shared Environmental Information System³) principles. All these products and services are targeted towards a broad range of stakeholders including external partners such as European Topic Centres or European Commission services as well as in-house support to processes for data flow automation, integrated assessments and indicator based reporting.

The tasks to be carried out will consist in automating the production flows of European geospatial dataset using GIS for frequently recurring products and services (such as reports, databases, statistics, web site integration, statistical validation), improving data quality by merging or manual editing, support to GIS system administration, database management, server based application development. This lot will mainly focus on a very diverse spectrum of vector data handling.

– **Lot 2: Cartographic production and traceability for EEA products**

The EEA produces every year several maps and graphs that are published in reports, as hard copy as well as electronic products. All these maps and graphs need to be made traceable by providing metadata on all aspects and relations to the underpinning data in EEA relevant systems (<http://www.eea.europa.eu/data-and-maps>). The tasks to be carried out include amongst others cartographic layout, map production, graphical representation of statistics, metadata maintenance, and support to report production.

– **Lot 3: Advanced image processing**

The EEA is handling an increasing amount of imagery data obtained through remote sensing techniques. The EEA is coordinating the implementation of the GMES Land Monitoring services for the pan-European and the local component. The tasks to be carried out include handling of large volume raster datasets, geometric corrections, image classifications, supervised and non-supervised classifications, data integration, publishing of web-services, mosaicking, image catalogue maintenance, etc.

– **Lot 4: Technical support for INSPIRE implementation.**

EEA is supporting the implementation of the INSPIRE directive by participating in drafting teams for the implementing rules, monitoring and reporting on progress of implementation and in the setup of selected services and relevant datasets related to the European level. As the directive is stepwise put into operation in the coming years, the EEA is looking for technical support on these tasks. INSPIRE in this document refers to the 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) and to the related implementing rules and technical guidelines. Information is available at <http://inspire.jrc.ec.europa.eu>.

Tenderers may place an offer for one or more lots based on their expertise and experience. In case tenderers submit offers for more than one lot, they are requested to submit their bids separately for each individual lot, specifying the number and subject of the lot and comprising a section giving the technical offer (envelop No 2) and a section giving the financial offer

³ Communication "Towards a Shared Environmental Information System" <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2008:0046:FIN:EN:PDF> (COM(2008)46 final)

(envelope No 3) for each individual lot. The administrative section (Envelope No 1) providing information as to the legal, economic and financial, professional and technical capacity of the tenderer and including annexes 1 to 4 to these tender specifications need though to be submitted only once. In this respect and owing to the variety of services required, tenderer may choose presenting the evidence related to their technical and professional capacity in one or more sub-sections for all lots for which they want to submit an offer.

Tenders will be evaluated separately, lot by lot, as to their merits (see section 11.3 below). A framework contract will be awarded for each lot (maximum 1 per lot). If several lots are awarded to the same tenderer, a single framework contract covering those lots will be signed.

7. General obligations of the tenderer / mandatory requirements

The list of activities for each lot covers the main areas of expertise required but is **not** exhaustive. The tasks and deliverables will be specified in each order form.

- Lot 1: Advanced server based GIS and geospatial data handling

- Developing de-centralized geospatial data management solutions
- Designing and developing advanced web-based map templates and/or applications to accommodate user interfaces of all kinds
- Developing/maintaining automation scripts to handle geospatial data flows and frequently reproduced statistics
- Designing geospatial models for desktop and web based implementations
- Designing and developing Inspire compliant advanced web-services for re-usable map-services, feature services, location services, including Google services, OGC services, ESRI services
- Re-designing scripts and models to optimise performance of automated data flows
- Developing user acceptance tests for web applications
- Developing mobile applications on Android, Windows mobile and Apple IOS platforms
- Setting up/upgrading and configuring the EEA spatial data infrastructure for web services to assure a high availability reaching 99.8% uptime
- Setting up and managing ESRI Geoportal Server instances for catalogue dissemination
- Manipulating all aspects around vector data being reprocessing, analysing, converting, editing, merging, generalizing, etc.

- Lot 2: Cartographic production and traceability for EEA products.

- Designing, generalisation and cartographic layout of maps mainly at European scale
- Producing maps following EEA's guidelines to be included in EEA publications
- Producing high quality graphics following EEA's guidelines to be used in EEA web products and printed reports
- Supporting quality control and quality assurance of maps and graph production processes

- Collecting and uploading into the EEA Data Service relevant documentation (data and metadata) related to printed or web based products
 - Ensuring traceability between uploaded data and published reports
- **Lot 3: Advanced Image processing**
- Processing of large volume of raster datasets (multispectral, multi-temporal remote sensing data, including spaceborne, airborne and in-situ data)
 - Geo-referencing and orthorectification
 - Radiometric correction of satellite image (atmospheric corrections, destriping, noise reduction)
 - Ortho-image enhancements (contrast stretching, composite generation, digital filtering techniques (e.g. lineament detection, directional trends detection, resampling))
 - Image classifications (supervised, non-supervised, fuzzy classifiers, principal component analysis, accuracy assessments)
 - Mosaicking of data, including performance optimisation for viewing (pyramid structure, wavelet compression techniques)
 - Data fusion techniques (multi-resolution merging)
 - Signal processing (incl. subpixel unmixing techniques)
 - Object oriented image analysis (mathematical morphology)
 - Conversion raster - vector
 - Supporting quality control and quality assurance of derived raster data products
- **Lot 4: Technical support for INSPIRE Implementation**
- Evaluating conformity of datasets and services with INSPIRE data specifications at level of implementing rules, technical guidelines, data policy and provide relevant documentation
 - Transforming existing spatial datasets into datasets conformant to INSPIRE data specifications and document the process
 - Designing INSPIRE related registers according to ISO19135
 - Developing INSPIRE related registry services

8. Place of delivery of the services

Work will be carried out at the contractor's premises (extramural) or at the premises of the European Environment Agency in Copenhagen (intramural) depending on the requirements of the order form. Travel to other locations, may be required on an ad-hoc basis in which case travel and subsistence costs will be paid according to EEA standard rules and rates (see Annex 7). The same applies for shorter visits to EEA for consultants otherwise working extramural.

9. Type and volume of contract

The successful tenderer(s) will be awarded a framework contract for a maximum period of 48 months, starting from the date of signature. The services will be implemented through order

forms depending on the EEA's demand. Based on the EEA's current level of activities the total value of the contract is estimated at EUR 3 600 000 over a period of 48 months covering all services. The estimated budget is split between lots as follows (the breakdown below is merely indicative and may be revised in line with the EEA actual needs):

Lot	Title	Total estimated budget over a maximum period of 48 months
1	Advanced server based GIS and geospatial data handling	EUR 1.800.000
2	Cartographic production and traceability for EEA products	EUR 800.000
3	Advanced image processing	EUR 400.000
4	Technical support for INSPIRE implementation	EUR 600.000

10. Price

Tenderers are required to quote prices for the services to be provided as follows:

- Prices must be quoted per category of service as described under sections 6 and 7 (above)
- Prices quoted must be **all-inclusive** (i.e. inclusive of all costs involved in the performance of the contract (e.g. administrative and travel costs, with the exception specified in section 8 above in regard to travel to destination other than Copenhagen)) and expressed in **euro**, including for tenderers established in countries that are not part of the Eurozone. For tenderers in countries that do not belong to the Eurozone, the price quoted may not be revised in line with exchange rate movements. It is for the tenderers to select an exchange rate and assume the risks or the benefits deriving from any variation
- Price must be quoted for each of the following profiles:
 - Daily rate for senior consultants working intramural at the EEA's premises for an extended period of time
 - Daily rate for senior consultants working extramural at the Contractor's premises (or elsewhere)
 - Daily rate for junior consultants working intramural at the EEA's premises for an extended period of time
 - Daily rate for junior consultants working extramural at the Contractor's premises (or elsewhere)
- No additional expenses incurred in the performance of the services will be reimbursed separately by EEA.
- The price quoted must be fixed and not subject to revision during the first year of duration of the contract.

From the beginning of the second year of duration of the contract, 80% of the prices may be revised upwards or downwards each year, where such revision is requested by one of the contracting parties by registered letter no later than three months before the anniversary of the date on which it was signed.

The EEA shall purchase on the basis of the price in force on the date on which orders are signed. Such prices shall not be subject to revision.

The revision shall be determined by the trend in the harmonised indices of consumer price (HICP) published by the European Commission on Eurostat web page at http://epp.eurostat.ec.europa.eu/portal/statistics/search_database (Theme 2 – Economy and Finance; Price; HICP – Harmonised Indices of Consumer Prices; HMIDX – Monthly data (index); GEO – Euro area (EA11-2000, EA12-2006, EA13-2007, EA15-2008, EA-16-2010, EA17); COICOP – cp00).

Revision shall be calculated in accordance with the following formula:

$$Pr = Po \times (0,2 + (0,8 \times Ir/Io))$$

Where:

Pr = revised price;

Po = price in the original tender;

Io = index for the month in which the validity of the tender expires;

Ir = index for the month corresponding to the date of receipt of the letter requesting a revision of prices.

Under Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Communities and the Headquarters Agreement between the Agency and the Government of Denmark of 17 August 1995, the Agency is exempt from all charges, taxes and dues, including value added tax; such charges may not therefore be included in the calculation of the price quoted; the VAT amount must be indicated separately.

The costs incurred in preparing and submitting tenders are borne by the tenderers and cannot be reimbursed.

11. Criteria

11.1. Exclusion criteria

11.1.1. Exclusion from participation and award in the procurement procedure

To be eligible to participate in this contract award procedure, tenderers must not be in any of the exclusion situations referred to in Articles 106 and 107 of the Financial rules applicable to the general budget of the European Union⁴.

11.1.2. Evidence to be provided by the tenderers

When submitting their bids, each tenderer (including any subcontractor) must provide a declaration on their honour in accordance with the form attached as annex 2, duly signed and dated, stating that they are not in any of the situations mentioned under section 11.1.1 above.

The tenderer(s) to whom the contract(s) is/are to be awarded will be required, prior to the signature of the contract(s), to provide the evidence specified in the penultimate paragraph of the declaration of honour mentioned above (see annex 2).

⁴ Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25.10.2012, OJEU L 298/1 of 26.10.2012.

11.2. Selection criteria

11.2.1. Legal capacity

Any tenderer is required to prove that he is authorised to perform the contract under national law, as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation, or entry in the VAT register.

To that effect, each service provider (including subcontractor(s) or any member of a consortium) is required to submit a legal entity form (see annex 3) duly filled out and signed, accompanied by a copy of inscription in trade register and/or a copy of inscription in VAT register, where applicable. However the subcontractor(s) shall not be required to fill out or provide those documents when the services represent less than 20 % of the contract.

11.2.2. Economic and financial capacity

Evidence of economic and financial capacity shall be furnished by **(one or more of)** the following documents:

- appropriate statements from banks or evidence of professional risk indemnity insurance;
- the presentation of balance sheets or extracts from balance sheets for at least the last two years for which account have been closed, where publication of the balance sheet is required under the company law of the country in which the economic operator is established;
- a statement of overall turnover and turnover concerning the services covered by the contract during the last two financial years.

If, for some exceptional reason, which the EEA considers justified, a tenderer is unable to provide the reference(s) requested above, he may prove his economic and financial capacity by any other means which the EEA considers appropriate.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the EEA that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal.

11.2.3. Technical and professional capacity

Tenderers should show their degree of technical and professional capacity to carry out the requested tasks by providing information on the criteria described below. If several service providers or subcontractors are involved in the tender, the selection criteria for the technical and professional capacity will be assessed in relation to the combined capacities of the service providers and subcontractors, as a whole, to the extent that service providers or subcontractors put their resources at the disposal of the tenderer for performance of the contract.

Tenderers shall provide the following documentation:

- **Human resources:**

(i) CVs detailing the educational and professional qualifications of the firm's managerial staff as well as those of the staff designated to provide the services indicating the required professional experience as follows:

- Managerial staff: Minimum 2 CVs (contract manager) documenting a minimum of 5 years' relevant experience;
- Persons responsible for providing the services: Minimum 3 CVs for all tasks required. Provide clear references and examples to similar type of work. Junior consultants must have a minimum of 3 years' relevant experience and senior consultants a minimum of 5 years' relevant experience.

(ii) Provide an overview in a cross table of all staff responsible for providing the services giving the total amount of months worked in the areas specified below:

Qualification/experience of consultants	Lot 1	Lot 2	Lot 3	Lot 4
Proof of knowledge in ArcGis desktop	✓	✓	✓	
Proof of knowledge in ArcGis Server 10.1	✓		✓	
Proof of knowledge in Python (Scripting environment)	✓		✓	
Proof of knowledge in ArcGis online	✓			
Proof of knowledge in Microsoft SQL Server and ArcSDE	✓			
Proof of knowledge ESRI Geoportal Server	✓			
Proof of knowledge of map production in Adobe Illustrator		✓		
Proof of knowledge of meta data handling		✓		
Proof of knowledge in ENVI image processing software			✓	
Proof of knowledge of INSPIRE directive, implementing rules and technical guidelines				✓
Proof of knowledge of ISO 19135 and OGC standards for geographic information				✓
Proof of knowledge of UML for spatial data modelling				✓
Proof of experience in writing technical reports in English language	✓	✓		✓

o **Past contracts:**

Tenderers shall provide details of major contracts awarded to them relevant to the services required by the EEA under the following two categories: (1) contracts currently

undertaken; and (2) contracts that have been undertaken over the last three years, indicating the value, brief description of the services undertaken and recipients of the services (public or private).

○ **Quality control and customer service:**

- (i) Tenderers shall provide details of any quality assurance accreditation that they hold. If no accreditation held, tenderers shall provide an outline of any quality assurance policy specifying the status of implementation (e.g. measures employed to ensure the quality of services such as web-services, delivered products, derived data and source code), and details of any quality assurance accreditations for which they have applied.
- (ii) Tenderers shall provide a description of their terms and conditions in regard to customer service (e.g. ability to respond quickly to request for services and/or modification thereof).

○ **Environmental policy:**

The tenderer shall provide a description of their environmental policy specifying the status of implementation. In the event of a joint offer submitted by a consortium, **each member** of the consortium shall provide the requested description.

11.3. Award criteria

The assessment method that will be used to determine the choice of the tender will be based on the criteria given below, on the basis of the economically most advantageous tender in terms of:

- The quality of the tender (Technical merit – TM)
- The financial value of the tender (Price – P)

11.3.1. Technical merit (TM) (max. 70, min. 35 points)

Tenders will be evaluated following the award criteria and weights outlined below, producing a total potential score of 70 points.

Tenderers shall elaborate on all criteria referred to below in order to score as many points as possible. The mere repetition of mandatory requirements set out in these tender specifications, without going into details or without giving any added value will only result in a low score. If essential elements of these tender specifications are not expressly addressed in the tender, EEA may decide to give a zero mark for the relevant quality criteria.

11.3.1.1 Lot 1 – Advanced server based GIS for geospatial analytics

No	Award criteria	Maximum points (70)	Minimum points (35)
1	<p>Methodological approach</p> <p>As documented by means of proposed solutions, scripts, templates and models, including detailed workflows where applicable, for performance of the tasks listed in section 7 (maximum 4 A4 pages). Tenders shall provide clear evidence of ability to work with similar infrastructural setups as EEA and show knowledge in relevant software available. Tenders may suggest other pieces of software when existing EEA software is insufficient.</p> <p>EEA infrastructure for the tasks under lot 1 is mainly based on ArcGis online, ArcGis server, ArcGis Desktop, Python scripts, HTML Javascripts using ESRI API's and Adobe Flex. For mobile development, EEA uses Apple XCode, Windows, .NET and Java.</p>	20	10
2	<p>Understanding of the objective of the contract and the complexities of the tasks to be undertaken and the services to be provided</p> <p>As documented in a short presentation (maximum 4 A4 pages) of representative reference projects undertaken by the tenderer in the area listed below. If no reference projects, the tender shall provide a thorough description of how the required services would be provided.</p>	50	25
2.1	System administration for an ArcGis server / Microsoft SQL Server environment. Proof around de-centralized data management, advanced web-based services and performance optimisation.	6	3
2.2	Python / Flex / HTML Javascript development. Proof knowledge on web based template development, mobile application development.	6	3
2.3	Scripting automated processes (Python). Proof knowledge on automated data flows and statistics.	5	3
2.4	Relational database management and maintenance (scripting, backups, performance tuning, etc.) of Microsoft SQL Server. Proof of knowledge in handling large vector GIS datasets.	5	3
2.5	ArcGis desktop tools. Proof knowledge on building MXD documents for the web. Managing INSPIRE metadata.	4	3

2.6	ArcGis server 10.1 geo-processing configuration and development. Proof knowledge on publishing to ArcGis server.	4	2
2.7	Modal builder / Geo-processing skills. Proof knowledge on knowledge in using modal builder including assuring efficiency.	4	2
2.8	Mobile app's development for geospatial applications. Proof knowledge in developing for Android, IOS and Windows mobile.	3	2
2.9	Acceptance tests for web-applications.	3	0
2.10	Thematic expertise in managing geospatial data for environmental topics such as Water, Air, Biodiversity, Land and Climate Change.	2	0
2.11	Processing of vector data for generalisation, spatial statistics, spatial analysis	4	2
2.12	Editing and quality control of vector data	4	2

11.3.1.2 Lot 2 – Cartographic production and traceability for EEA products

No	Award criteria	Maximum points (70)	Minimum points (35)
1	<p>Methodological approach</p> <p>As documented by means of proposed solutions, scripts, templates and models, including detailed workflows where applicable, for performance of the tasks listed in section 7 (maximum 4 A4 pages). Tenders shall provide clear evidence of ability to work with similar infrastructural setups as EEA and show knowledge in relevant software available. Tenders may suggest other pieces of software when existing EEA software is insufficient.</p> <p>For the tasks under lot 2 EEA uses ArcGis Desktop, Spreadsheet products, Adobe illustrator</p>	20	10
2	<p>Understanding of the objective of the contract and the complexities of the tasks to be undertaken and the services to be provided</p> <p>As documented in a short presentation (maximum 4 A4 pages) of representative reference projects undertaken by the tenderer in the area listed below. If no reference projects, the tender shall</p>	50	25

	provide a thorough description of how the required services would be provided.		
2.1	Cartographic layout, use of templates, designing legends, map symbology, and use a diversity of geospatial formats	11	6
2.2	Using Adobe Illustrator as map production environment	11	5
2.3	Handling spreadsheet applications; for advanced graphing	8	4
2.4	Cataloguing and archiving; managing final products for multiple years and maintaining multiple versions	10	5
2.5	Internal and external communication with authors and data providers	10	5

11.3.1.3 Lot 3 – Advanced image processing

No	Award criteria	Maximum points (70)	Minimum points (35)
1	<p>Methodological approach</p> <p>As documented by means of proposed solutions, scripts, templates and models, including detailed workflows where applicable, for performance of the tasks listed in section 7 (maximum 4 A4 pages). Tenders shall provide clear evidence of ability to work with similar infrastructural setups as EEA and show knowledge in relevant software available. Tenders may suggest other pieces of software when existing EEA software is insufficient.</p> <p>EEA infrastructure for the tasks under lot 3 is mainly based on ArcGis Desktop, Envi and open source products such as GRASS GIS.</p>	20	10
2	<p>Understanding of the objective of the contract and the complexities of the tasks to be undertaken and the services to be provided</p> <p>As documented in a short presentation (maximum 4 A4 pages) of representative reference projects undertaken by the tenderer in the area listed below. If no reference projects, the tender shall provide a thorough description of how the required services would be provided.</p>	50	25
2.1	Handling large amounts of raster data (transformation, integration, harmonization and generalisation)	8	4
2.2	Python & IDL scripting. Proof on automating processes	8	4

	2.3	Radiometric correction, contrast stretching, composite generation, digital filtering techniques, data fusion, signal un-mixing techniques	8	4
	2.4	Mosaicking of raster datasets; using ArcGisimage extension for mosaicking	8	4
	2.5	Experience in ortho-image production and image enhancement, , digital filtering techniques (e.g. lineament detection, directional trends detection)	8	4
	2.6	Image classification i.e. unsupervised and supervised classifications, fuzzy classifiers	10	5

11.3.1.4 Lot 4 – Technical support for INSPIRE implementation

No	Award criteria	Maximum points (70)	Minimum points (35)	
1	<p>Methodological approach</p> <p>As documented by means of proposed solutions, scripts, templates and models, including detailed workflows where applicable, for performance of the tasks listed in section 7 (maximum 4 A4 pages). Tenders shall provide clear evidence of ability to work with similar infrastructural setups as EEA and show knowledge in relevant software available. Tenders may suggest other pieces of software when existing EEA software is insufficient.</p> <p>For the tasks under lot 4 EEA uses ArcGis, FME and open source products such as Talend Open Studio.</p>	20	10	
2	<p>Understanding of the objective of the contract and the complexities of the tasks to be undertaken and the services to be provided</p> <p>As documented in a short presentation (maximum 4 A4 pages) of representative reference projects undertaken by the tenderer in the area listed below. If no reference projects, the tender shall provide a thorough description of how the required services would be provided.</p>	50	25	
	2.1	Involvement into the INSPIRE data specifications' development process (participation in INSPIRE drafting teams or thematic working groups)	5	3

2.2	Involvement into the technical implementation of INSPIRE in the Member States at local, regional or national level	10	5
2.3	Experience in compliance testing of spatial data against defined specifications	5	3
2.4	Experience in transforming spatial data into GML files by applying schema transformation(s)	8	4
2.5	Knowledge of software tools used for schema transformation of spatial datasets (e.g. ETL tools)	7	3
2.6	Experience in designing registers	8	4
2.7	Experience in developing registry services	7	3

Only tenders which obtain the indicated minimum number of points, both for each award criterion and in total, will be considered for the next stage, which involves determining the financial value of the tender (price index) and for the final assessment.

11.3.2. Price (P) (max. 30 points)

Tenderers are requested to submit a financial offer giving the **all-inclusive** (i.e. including all relevant costs and all expenditures) price in **euro** for the following services:

Price	Services	Weighing factor
P ₁	Senior consultants working intramural at the EEA's premises for an extended period of time (daily rate = 7.5 hours)	20%
P ₂	Senior consultants working extramural at the Contractor's premises (or elsewhere) (daily rate = 7.5 hours)	50%
P ₃	Junior consultants working intramural at the EEA's premises for an extended period of time (daily rate = 7.5 hours)	20%
P ₄	Junior consultants working extramural at the Contractor's premises (or elsewhere) (daily rate = 7.5 hours)	10%

For each category above, tenders meeting all mandatory requirements including the minima for technical merit will score points in function of the following formula:

$$PS = (PS_{\min}/PS_0) \times 30 \times \text{weighing factor, where}$$

PS = Price Score for price of service;

PS_{min} = the lowest price offered among the tenders received;

PS₀ = the price of the tender being considered

30 = the maximum number of points that can be awarded under this award criterion.

The Price (P) is the sum of the four PS.

For that purpose, tenderers shall complete the price quotation attached as annex 5 to these tender specifications. Tenderers shall bear in mind that all fields are compulsory and non-compliance will lead to exclusion of the tender from the award process.

11.3.3. Final Assessment

A framework contract will be awarded to the tenderer whose tender achieves the highest total score for technical merit and price (TM + P). Should tenders obtain the same final score and tie for first place, the winning tender will be decided on the basis of the highest score achieved for price.

12. Performance

Once a framework contract has been signed the contractor must be able to offer consultants with the required skills and experience to carry out the work in question within ten calendar days after having received an order form.

EEA maintains the right to refuse any person if performance is not satisfactory.

Competence in both selection and award criteria must be maintained throughout the framework contract. Should the contractor fail to do this during the validity of the framework contract, another vender from the tenders may be chosen.

13. Environmental Considerations

The EEA runs a certified environmental management system (EMAS) and aims to minimise the environmental impact of all its activities, including those carried out under contract. The future contractor will, therefore, be requested to consider the EEA environmental management guidelines in the implementation of the contract, in particular, those relating to business travel/electronic means of communication, paper and energy consumption. Further information on the EMAS system can be found on the EEA homepage: <http://www.eea.europa.eu/documents/emas>.

Moreover, it is strongly recommended that tenders are submitted in an environmentally friendly way, e.g., by choosing a simple and clear structure (list of contents and consecutive page numbering), double-sided printing, limiting attachments to what is required in the technical specifications (no additional material) and avoiding plastic folders or binders.

14. Annexes

Annex 1: Tender submission form

Annex 2: Declaration on exclusion criteria

Annex 3: Legal entity form

Annex 4: Financial identification form

Annex 5: Price quotation

Annex 6: Draft framework contract and draft order form

Annex 7: Rules for the reimbursement of travel expenses