

Request for Information (RFI)
Prototyping Partnership

PLEASE BE AWARE OF THE FACT THAT THIS RFI IS NOT A TENDER PROCEDURE



February 9th , 2017

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1 DEFINITIONS

A.A.S.

Amsterdam Airport Schiphol, a trade name of SNBV.

Enclosure

Document which is referred to in the RFI and which forms an integral part of this RFI.

Notice for Additional Information

Anonymized response to the questions asked by the suppliers with regard to this RFI.

RFI

This Request for Information including all Enclosures. This Request for Information is not a part of a tender procedure, but is only for information purposes.

Schiphol

Airport at location Schiphol, The Netherlands. Also identified with trademark Amsterdam Airport Schiphol (A.A.S.).

Schiphol Group

An enterprise that operates airports in the Netherlands, conducts international activities and participates in airports abroad. Schiphol Group is a trademark of Schiphol Nederland B.V.

SNBV

Schiphol Nederland B.V., where applicable also to be referred to as "Contracting Entity". Schiphol Nederland B.V. (SNBV) is part of N.V. Luchthaven Schiphol. N.V. Luchthaven Schiphol operates under the trademark Schiphol Group.

2 GENERAL

2.1 Introduction

This is a Request for Information (RFI) of Schiphol Nederland B.V. (SNBV) with regard to a prototyping partnership for our Innovation Team Schiphol NeXt. With this RFI, SNBV wishes to investigate which parties are possible candidates for this partnership and what such a partnership could look like.

For more information about Amsterdam Airport Schiphol please visit our website:

http://www.schiphol.nl/index_en.html

PLEASE BE AWARE OF THE FACT THAT THIS RFI IS NOT A TENDER PROCEDURE. SNBV RESERVES THE RIGHT, BASED ON THE RESULTS OF THIS RFI, NOT TO START A TENDER PROCEDURE. THEREFORE, NO RIGHTS, IN FINANCIAL TERMS OR OTHERWISE, CAN BE DERIVED FROM THIS RFI.

2.2 Organization of SNBV

Royal Schiphol Group is an airport company and Amsterdam Airport Schiphol is its principal airport. We aim to create sustainable value for our stakeholders, with due regard for their various interests. All our actions reflect our key values: reliability, efficiency, hospitality, inspiration and sustainability.

Destinations hub

Amsterdam Airport Schiphol is a well-equipped international airport that offers state-of-the-art facilities to airlines which, in 2014 carried a total of 55 million travellers and over 1.6 million tonnes of cargo from Schiphol to destinations all over the world. For our operations we depend strongly on our home carrier KLM and its SkyTeam partners, which account for approximately 70% of all air traffic to and from Schiphol. Via Amsterdam Airport Schiphol, passengers and cargo can reach 319 direct destinations worldwide, several times per day or per week. In addition, our regional airports - Eindhoven Airport and Rotterdam The Hague Airport – offer numerous flights to destinations within Europe.

Mainport Schiphol

Amsterdam Airport Schiphol, the high-quality network offered by KLM, its partners and other airlines, and the attractive Amsterdam metropolitan region have jointly developed into what we refer to as Mainport Schiphol. As this name suggests, Schiphol is more than just an airport with a global network. The Mainport serves as a hub of businesses and activities that all reinforce each other. Together, they create an international and multimodal junction where flows of people, goods, information, knowledge and culture all converge.

The activities at Schiphol are an important engine that drives the Dutch economy and generates employment. Every year, aviation adds over 26 billion euros to the Dutch gross domestic product. The Schiphol site alone accommodates some five hundred companies that provide jobs for approximately 65,000 employees. The Amsterdam region offers an attractive business climate for internationally oriented companies and institutions. Thanks to its network of destinations, Schiphol is one of Europe's four major airports. This is a remarkable achievement, considering its relatively small domestic market in the Netherlands.

Schiphol NeXt (NeXt)

Schiphol NeXt is responsible for provoking innovation throughout Schiphol. Schiphol has the ambition to become the best digital airport in 2018 to support the overall ambition to become Europe's preferred airport. Schiphol NeXt focusses on 2 main activities: ideation and testing. Ideation includes all activities aimed at generating and spreading ideas. These activities include visiting, participating and organizing events, hackathons, inspiration sessions, conferences and expositions. Furthermore it also includes trend- and market watching activities. We believe in an outside-in approach where we try to identify new technologies and applications that might have value for Schiphol.

Testing includes all activities aimed at validating hypotheses about new technologies and/or applications. We believe that the proof of the pudding is in the eating. We do proof-of-concepts, prototypes and pilots to see if a technology or application could work and represent value for Schiphol.

2.3 Background of the partnership

Schiphol has made the strategic choice to act as a coordinator with regard to the airport processes. Therefore, Schiphol uses the expertise of third parties to realize solutions. This also holds for the prototyping activities within Schiphol NeXt.

In order to be successful NeXt needs some partners that can help to quickly realize prototypes and/or proof of concepts using the latest technologies. Since NeXt does not have (nor wishes to have) these capabilities in-house, we are dependent for this on 3rd parties.

A single assignment for a 3rd party in this domain is not regarded as interesting. Therefore, we are seeking for a medium term commitment in which we want to partner with 3 external parties to help NeXt realize prototypes and proof of concepts that have value for Schiphol Group.

Finally, by choosing the right partners they can get useful insights into the goals of NeXt and Schiphol in general. Combining this knowledge with technical expertise is expected to result in additional interesting opportunities.

2.4 Description of the partnership

We are looking for multiple parties to function as a prototyping partner for Schiphol NeXt. Each of the partners should excel in one or more of the domains mentioned below. A prototyping partner should help us develop and test prototypes, proof of concepts and/or pilots. The partners are not chosen based on their ability to implement/scale the produced solutions.

The scope of work consists of prototypes in the following domains. However, these domains are not static as technological advancements will change the demand for solutions in the domains or might even add new domains.

- Hardware (designing and creating sensor modules and circuit boards)
- Virtual reality (Unity)
- Augmented reality (Unity)
- Computer Vision
- Machine Learning
- Internet of Things
- Wearables
- Sensoring
- Gaming / Gamification
- Blockchain
- Chatbots
- Mobile

Besides the scope of work we also very much value the way of working/approach, experience and power to inspire. Our overall description of a preferred partner therefore looks as follows.

Approach:

- Focus on tangible results (working prototypes)
- Agile / iterative approach
- MVP minded
- User centric design (design thinking)
- Co-creating
- Fast realization (< 1 month)

- Frontend, backend, visual- and interactive design capabilities in house
- Certain level of business knowledge (not only technical)
- Network with partners to facilitate one-stop-shop

Experience:

- Proven trackrecord of succesful prototyping / proof of concepts
- Readily available building blocks from previous projects

Power to inspire

- Organizing inspiration events for sharing latest knowledge on new technology and application
- Owning newest hardware for inspirational purposes
- Sharing cases from other clients for inspirational purposes

3 REQUEST FOR INFORMATION PROCEDURE

3.1 General procedural rules

3.1.1 RFI Outline

This RFI is used to gather information from the market related to a Prototyping Partner. However, please be aware of the fact that this RFI is not a tender procedure. SNBV, no matter what the results of this RFI, will not start a tender procedure. Therefore, no rights, in financial terms or otherwise, can be derived from this RFI.

3.1.2 Cost of response on RFI

Any expenses incurred by a supplier for drawing up or submitting a response to this RFI, will in no way whatsoever be eligible for compensation by SNBV.

3.1.3 (Intellectual) property

The intellectual property rights to information supplied by SNBV rests with SNBV. Without the prior approval in writing by SNBV, nothing in this RFI may be multiplied (for other purposes than submitting the response) by means of printing, photocopy, microfilm or otherwise. Violation of this provision may lead to immediate exclusion from the Tendering procedure concerned. The provisions of the present section do not prejudice SNBV's rights to damages.

SNBV will treat confidentially any information from the supplier whose confidential nature it knows or reasonably ought to know, and will at all events take the supplier's justified (business) interests into account.

3.1.4 Consent

Submitting a response to the RFI implies that the supplier agrees to all conditions set forth in this RFI.

3.2 Purpose of the RFI

The purpose of this RFI is:

- To get in touch with the market of Prototyping Partner(s);
- To gather information related to how a prototyping partner can help us develop and test prototypes, proof of concepts and/or pilots.

The information made available from the responses to the RFI will be used for:

- Testing the feasibility of the SNBV requirements;
- Adjusting, if necessary, the SNBV requirements to that which is available on the market.

SNBV would like to have a good understanding and overview of your possible solutions for a Prototyping partnership. Therefore, SNBV would like to receive all relevant information about your technical (standard) possibilities, based on the questions mentioned in Enclosure B. In addition, SNBV wishes to receive one or more references of a prototyping partnership.

3.3 Planning of the RFI

The planning of this RFI is presented in Table 1. All data is subject to change and no rights may be derived from the plan presented.

Table 1: Planning

Action	Actor	Date
RFI made available via TenderNed.	SNBV	February 9, 2017
Confirmation that the RFI will be responded to by 12.00 hrs (CET) at the latest, via email to berg_m3@schiphol.nl	Supplier	February 14, 2015
Deadline for submitting questions concerning the RFI by 16.00 hrs (CET) at the latest, via e-mail to berg_m3@schiphol.nl	Supplier	February 20, 2017
Notice for Additional Information made available via e-mail.	SNBV	February 23, 2017
Deadline for submitting response to the RFI to berg_m3@schiphol.nl by 12.00 hrs (CET) at the latest.	Supplier	March 8, 2017

In your response please include the following information:

Subject: *Response to RFI – Schiphol NeXt Prototyping Partner*

Send this e-mail to: berg_m3@schiphol.nl

3.4 Structure of Response to the RFI

3.4.1 Lay-out of the RFI

The structure of the response to the RFI must at least contain the components specified in the table below. To enable objective comparison of your response with others, we request that you adhere to the sequence and structure given. Submit SNBV's forms fully completed and signed, making use of the statement forms in the Enclosures.

RFI	Required content / structure
Enclosure A	Application Form
Enclosure B	Your reaction on the Question List Prototyping Partner

3.4.2 Enclosure A: Application Form

In Enclosure A a complete and signed Application Form must be filed. If this form is not included, we unfortunately cannot process your solution.

3.4.3 Enclosure B: Your reaction on the Question List Prototyping Partner

In Enclosure B your answer on the Question List Prototyping Partner must be filed. Please make use of the structure as outlined in Table 2 (RFI Questions) of Enclosure B.

3.4.4 Language

The entire RFI-procedure will be held in the English language. All documents must be drawn up in either English or Dutch language.

3.4.5 Contact details

Contact with SNBV about this RFI is limited and only allowed with Mrs. M.B.C van den Berg (berg_m3@schiphol.nl) of Schiphol's Corporate Procurement department.

4 COMMUNICATION

4.1 Inconsistencies

This RFI has been drawn up with great care. Should you discover any inconsistencies, please report these spontaneously to the point of contact mentioned in section 3.4.5.

4.2 Questions

Please address any questions about this RFI or the documents provided no later February 20th, 2017, 16.00 hrs (CET) to the e-mail address berg_m3@schiphol.nl. In the subject of the message, please state: "Questions to RFI – Schiphol NeXt Prototyping Partner "

The questions must be supplied in MS Excel format (compatible with Windows) using the following template:

Number	Document	Enclosure/Paragraph/Question	Text	Question	Answer

The questions and the corresponding answers will be anonymised by SNBV and will be sent to all interested parties who have received this RFI.

4.3 Supplemental information

SNBV reserves the right to request supplemental information in respect of the RFI.

4.4 Closing provisions

Choice of applicable law and forum:

Any disputes in relation to this RFI and any legal relationships arising from it will exclusively be submitted to the competent Court at Amsterdam. This RFI is governed by Dutch law.

ENCLOSURE A: APPLICATION FORM

Application form for RFI Prototyping Partner SNBV

The supplier to be named hereinafter, consisting of (name all grouping partners only in case of grouping):

Official name and legal entity of supplier:	
Address:	
Website:	
Name and function of contact person:	
Telephone number contact person:	
E-mail address contact person:	
Name and signature of legally authorised functionary of supplier:	

Applies, by signing this application form, for the non-committal participation of this RFI, without any obligations and free of engagement.

Registration in the trade register

A certificate of registration in the trade register shall be submitted. If a supplier is part of a grouping, the certificate of registration of each grouping partner shall be included. In addition, the certificate of registration of third parties that the supplier subcontracts to or that he wants to appoint for the commissioning of the contract shall be included. Furthermore, the supplier shall submit a description of the legal form, the type of ownership and the type of management of his company.

If the supplier or a grouping partner is part of a group of companies, an overview of the group(s) of companies concerned shall be submitted along with the Application Form. SNBV is entitled to request further details about the type of management and the conditions of ownership as an explanation of these data.

ENCLOSURE B. QUESTION LIST PROTOTYPING PARTNER

The parties are requested to provide information and to reply to the questions mentioned in Table 2.

Table 2: RFI Questions

Subject	Required information
1. REFERENCES	Reference projects, events organized
2. INTELLECTUAL PROPERTY	How do we handle IP?
3. PRICING STRUCTURE	How do we make a pricing agreement?
4. DOMAINS	In which of the domains mentioned in article 2.4 are you active?
5. DOMAINS	In which domains not mentioned in article 2.4 are you active?
6. SKILLS	Which skills do you have in-house and for which skills do you make use of partners?
7. TECHNOLOGY	Which technologies do you have in house and for which technologies do you make use of partners (e.g. open source)?
8. PARTNERSHIPS AND COLLABORATIONS	Which partnerships or collaborations do you maintain that are relevant as a prototyping partner?
9. TRENDS	Which trends and/or opportunities are we missing based on your expertise?
10. RISKS	What do you consider to be the risks based on the divergent results of the prototypes (e.g. success or failure)?
11. RISKS	With whom do the risks lie in case the result of a prototype is a failure?
12. GOVERNANCE	What kind of governance structure would you propose as a prototyping partner?
13. INSPIRATION	How will you keep inspiring us in the future (e.g. resources)?