



Appendix Mandatory Forms to be Completed

Part of Descriptive Document

Pertaining to	: Delivery of a MET/ANSP OPMET system (including user license, support and maintenance)
According to a	: Public European tender procedure
Reference no.	: TN-397421
Date	: January 31th 2023
Version	: V1.0



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Explanatory Notes

These Mandatory Forms to be Completed are part of the Call for Tenders pertaining to Delivery of a MET/ANSP OPMET system (including user license, support and maintenance), reference no. TN-397421 dated January 31st 2023.

You are requested to complete these Mandatory Forms in full and, wherever applicable, add appendices. An incomplete form, or a form in which not all questions have been answered, or a form for which appendices are missing, or a form in which textual changes have been made, may lead to your Tender's being laid aside and thus not qualifying for the award of the assignment.

All forms to be completed, with the exception of the forms marked **verification document**, must be submitted with the tender. The forms marked verification document only need to be submitted by the winning tenderer, as set down in and in accordance with Article 5.1 of the Descriptive Document.



1. Information regarding Tenderer

1.1 Company name

Explanation	<i>Note</i> – The company name or trade name must be able to be derived from the extract(s) of the professional or trade register, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.
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Company name / trade name	<to be completed>
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1.2 Legal representation

Explanation	The Contracting Authority must be able to verify that the persons signing the Mandatory Forms are authorised to do so. This means that the person or persons signing the Tender and the statements to be submitted must be registered as authorised representatives of the Tenderer on the professional or trade register of the country of domicile of the Tenderer, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act must be provided. Any other documents to which the professional or trade register refers, in order to verify their authorisation, must be appended. A signatory who is not registered as an authorised representative on the professional or trade register must be authorised by someone who is an authorised representative. To this end, paragraph 1.2.1, Statement of Authorisation, must be completed. With regard to the Statement of Authorisation, the legal validity of the signature must be demonstrated in the same manner as specified above.
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Legal representative	<to be completed>
Full name	<to be completed>
Position within the company	<to be completed>



1.2.1 Statement of Authorisation

Explanation	A signatory who is not registered on the professional or trade register as an authorised representative must be authorised by someone who is an authorised representative. The legal validity of the signature on this statement may be demonstrated by the fact that the person signing the statement is registered on the professional or trade register as an authorised representative of the Tenderer.
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Statement of Authorisation

The Tenderer, in this legally represented by:

Name: *<To be completed - Name of legal representative>*

Position: *<To be completed - Position of legal representative >*

certifies that:

Name: *<To be completed - Name of authorised representative>*

Position: *<To be completed - Position of authorised representative>*

is, on its behalf, authorised to sign the Tender pertaining to "the Delivery of a MET/ANSP OPMET system (including user license, support and maintenance)"- European tender procedure initiated by the Contracting Authority.

Legal signature by Tenderer

Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



1.3 Contacts

Explanation	The first contact must have full power of decision to act on behalf of the Tenderer in the context of this Tender Procedure. The first contact is specified in the Tenderer's Statement. The power of decision must be apparent from the extracts from the professional or trade register or from a lawfully signed authorisation with unequivocal proof of the signatory's authorisation to represent the company. In this document, only second and/or third contacts must be specified.
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	Contact 1	Contact 2
Name	<to be completed>	<to be completed>
Position	<to be completed>	<to be completed>
Telephone number	<to be completed>	<to be completed>
Email address	<to be completed>	<to be completed>

1.4 Details of holding

Do you form part of a holding?	☐ Yes ☐ No
If yes, please answer the questions below.	
Official company name of holding	<to be completed>
Legal form	<to be completed>
Registration number, professional or trade register	<to be completed>
Date of establishment of holding	<to be completed>
Registered address of holding	<to be completed>
Postcode and place	<to be completed>
Website	<to be completed>
Number of employees within the holding	<to be completed>



1.4.1 Liability statement of concern / holding

In the event of the Tenderer making an appeal to the economic and financial capacity of the concern of which it forms part, or the holding under which it ranks, then the concern or the holding must provide a full and unconditional guarantee for the satisfaction of all obligations ensuing from the Contract. In this case, the Tenderer must submit the statement regarding Liability of Concern / Holding. This statement must be no more than six months old and signed by a person authorised to do so.

Does Tenderer form part of a concern or does it rank under a holding?	☐ Yes ☐ No
Does Tenderer revert to qualifications of a third party in order to meet the Suitability Requirements regarding economic and financial capacity?	☐ Yes ☐ No
If the answer to the second question is positive, Tenderer must submit both the statement regarding Liability of Concern / Holding and an extract of the professional or trade register pertaining to the concern / holding of the country of business of the third party signatory, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.	



Statement regarding liability of concern / holding

Tenderer certifies that

Name of concern /
holding _____

Registered
address _____

Postcode and
place: _____

hereinafter to be referred to as "**Surety**",

with respect to this tender procedure – and on condition that the assignment is awarded – the Surety stands surety towards the Contracting Authority for the satisfaction of all obligations entered into by Tenderer under the contract(s) concluded pursuant to the tender procedure at hand.

The Surety certifies – on condition that the assignment is awarded – to Tenderer that:

- it provides full and unconditional guarantee for the satisfaction of the obligations ensuing from the Contract to be concluded,
- and, if and insofar as such is the case, can be held liable for any damage ensuing from non-observance of the Contract or failure to properly observe the Contract or failure to observe the Contract in time,
- and that the acceptance of several liability lapses if the Contracting Authority does not award the Contract to Tenderer,

in accordance with Article 2:403 paragraph 1 section f of the Dutch Civil Code.

Tenderer's signature

Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



Signature of concern / holding (Surety)	
Name of company	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



1.5 Listing of legal ties

Do you have any legal ties or cooperatives with other companies?	☐ Yes ☐ No
If yes, state the company/companies with which you have legal ties or cooperatives, including any subsidiary relations, and state the percentage of your interest.	<to be completed>

1.6 Integrity

Does the Contracting Authority employ any persons that hold an additional position in your organisation?	☐ Yes ☐ No
If yes, state the person(s) concerned.	<to be completed>



2. Collaboration with other companies

If the Tenderer is unable or unwilling to provide the requested services of its own accord, it may tender in collaboration with other companies.

2.1 Combination

Tenders may be submitted as a Combination.

Is Tenderer tendering as part of a Combination?	☐ Yes ☐ No
If yes, the representative of the Combination must complete points 1.5 and 1.6 of the Tenderer's Statement and answer the following questions in this paragraph.	
Tenderer certifies that it will act as sole contact and responsible authorised representative for the purpose of this tender procedure.	☐ Agreed ☐ Not agreed
Name of representative	<to be completed>
Each of the Combination members must complete and lawfully sign the Combination Statement (below).	☐ Agreed ☐ Not agreed
How are the tasks and activities divided between the members of the Combination?	<to be completed>

2.1.1 Combination statement

Explanation	If the Tenderer submits its Tender as part of a Combination, all members of the Combination must jointly complete and sign the statement below. The legal validity of the signatures is demonstrated by the extracts from the professional or trade registers of the country of business of the Combination members, or, in the absence thereof, by another proof as referred to in Article 2.98 of the 2012 Tender Act.
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Statement by Members of the Combination

- The signatories certify that they accept joint and several liability for the satisfaction of all obligations ensuing from the Contract if the assignment is awarded to the Combination.
- The signatories certify that they will, at the Contracting Authority's first request, give shape to their cooperative in the form of a legal body, specifically established for the performance of the assignment, if the Contracting Authority so deems necessary for the performance of the assignment.

Legal signature by Combination Member 1, also sole contact and representative

Company name of Tenderer	<to be completed>
Name of legal representative	<to be completed>
Position	<to be completed>
Signature of legal representative	<to be completed>
Place, date	<to be completed>

Legal signature by Combination Member 2

Name of company	<to be completed>
Name of legal representative	<to be completed>
Position	<to be completed>
Signature of legal representative	<to be completed>
Place, date	<to be completed>

Legal signature by Combination Member 3

Name of company	<to be completed>
Name of legal representative	<to be completed>
Position	<to be completed>
Signature of legal representative	<to be completed>
Place, date	<to be completed>



2.1.2 Appeal to third parties with respect to economic and financial capacity

A Tenderer – either an individual company or a Combination – that, of its own accord, does not meet (part of) the Suitability Requirements with respect to economic and financial capacity as specified in the Mandatory Forms may appeal to the economic and financial capacity of third parties. In such cases, the Tenderer must submit the statement regarding appeal to third parties with respect to economic and financial capacity. This statement must be no more than six months old and signed by a person authorised to do so.

The statement regarding appeal to third parties with respect to economic and financial capacity must be signed by each third party to whom the Tenderer makes an appeal.

Will Tenderer revert to qualifications of a third party in order to meet the Suitability Requirements with respect to economic and financial capacity?	☐ Yes ☐ No
If yes, Tenderer must submit both the statement regarding appeal to third parties with respect to economic and financial capacity and an extract pertaining to the third party from the professional or trade register of the country of business of the third party signatory, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.	



Statement regarding appeal to third parties with respect to economic and financial capacity

Tenderer certifies that:

Name of company _____

Registered address _____

Postcode and place: _____

hereinafter to be referred to as "**Surety**",

with respect to this tender procedure – and on condition that the assignment is awarded – the Surety stands surety towards the Contracting Authority for the satisfaction of all obligations entered into by Tenderer under the contract(s) concluded pursuant to the tender procedure at hand.

Description of the Suitability Requirements for which Tenderer makes an appeal to Surety's economic and financial capacity:

<to be completed>

Surety certifies that it will use its economic and financial capacity on Tenderer's behalf in the execution of the assignment. This will put the following resources at Tenderer's actual disposal:

<to be completed>

Signature by Tenderer

Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



Signature by third parties (Surety)	
Name of company	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



2.1.3 Appeal to third parties regarding technical skill and/or professional skill

A Tenderer – either an individual company or a Combination – that, of its own accord, does not meet (part of) the Suitability Requirements with respect to technical skill and/or professional skill as specified in this chapter of the Mandatory Forms may appeal to the technical skill and/or professional skill of third parties. In such cases, the Tenderer must submit the statement regarding appeal to third parties with respect to technical skill and/or professional skill. This statement must be no more than six months old and signed by a person authorised to do so.

The statement regarding appeal to third parties with respect to technical skill and/or professional skill must be signed by each third party to whom the Tenderer makes an appeal.

Is Tenderer reverting to qualifications of a third party in order to meet the Suitability Requirements with respect to technical skill and/or professional skill?	☐ Yes ☐ No
If yes, Tenderer must submit both the statement regarding appeal to third parties with respect to technical skill and/or professional skill and an extract pertaining to the third party/parties concerned from the professional or trade register of the country of business of the third party signatory, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.	

Verification document(s):

- Concerning the third party/parties an extract from the professional or trade register of the country of business of the third party signatory, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.



Statement regarding appeal to third parties with respect to technical skill and/or professional skill

Tenderer certifies that

Name of company _____

Registered address _____

Postcode and place: _____

hereinafter to be referred to as "**Surety**",

with respect to this tender procedure – and on condition that the assignment is awarded – the Surety stands surety towards the Contracting Authority for the satisfaction of all obligations entered into by tenderer under the contract(s) concluded pursuant to the tender procedure at hand.

Description of the Suitability Requirements for which Tenderer makes an appeal to the technical skill and/or professional skill of the Surety:

<to be completed>

Surety certifies that it will use its technical skill and/or professional skill on Tenderer's behalf in the execution of the assignment. This will put the following resources at Tenderer's actual disposal:

<to be completed>

Signature by Tenderer

Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



Signature by third parties (Surety)	
Name of company	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



2.2 Subcontracting

Tenderers are permitted to subcontract part or parts of the assignment.

Will Tenderer use a subcontractor / subcontractors to carry out the assignment?	☐ Yes ☐ No
If yes, please answer all the questions in this paragraph.	
Tenderer certifies that it, as the main contractor, will bear full responsibility and liability at all times for the execution of the Contract and the results ensuing from it.	☐ Agreed ☐ Not agreed
Tenderer certifies that it will act as sole contact and responsible authorised representative with respect to this tender procedure.	☐ Agreed ☐ Not agreed
Name of representative.	<to be completed>
Tenderer indemnifies the Contracting Authority against all liability that may ensue from the law.	☐ Agreed ☐ Not agreed
Each subcontractor must be registered on the professional or trade register or a foreign equivalent thereof, in accordance with the legislation applicable in its country of business.	☐ Agreed ☐ Not agreed

2.2.1 Description of components to be subcontracted

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

A Company may only tender once for this Assignment, either as a Main Contractor or as a Subcontractor. By means of the Subcontracting Statement, the Tenderer must indicate clearly that it will be using a Subcontractor / Subcontractors, if such is the case. In this respect, the Tenderer must indicate which Subcontractor(s) it will be using for which part(s) of the Assignment.

When calling in a Subcontractor, the Tenderer undertakes to have this Subcontractor / these Subcontractors actually available for the execution of the Assignment and assign it / them to the components for which it has called in the Subcontractor(s).



The Subcontractor to whose experience the Tenderer or Combination has made an appeal in order to meet the technical skill requirement (reference criterion), is under an obligation to carry out the work in question. If a Tenderer / Combination makes a partial appeal to the experience of a Subcontractor with respect to the assessment of its technical skill (reference criterion), the references submitted must indicate clearly which part of the Assignment has been carried out by the Tenderer/Combination and which part by the Subcontractor concerned.

In this construction, the Main Contractor bears full liability for the satisfaction of the obligations ensuing from the Tender and the performance of the Contract, if awarded.

Once the Tender has been submitted, the Main Contractor / Subcontractor collaborative may no longer change participants, unless with the express approval from the Contracting Authority, and if the satisfaction of the technical skill requirement is not based on the experience of the Subcontractor (reference criterion).

Tenderer certifies that it meets this requirement.

☐ Yes ☐ No



Statement regarding subcontracting

By signing this statement, the Tenderer and Subcontractor(s) certify that:

- The Tenderer possesses, or has at its disposal through the Subcontractor, all the resources required to carry out the Assignment;
- the Assignment will be carried out entirely in accordance with the provisions set down in the Descriptive Document;
- The Tenderer accepts several liability;
- the following work will be carried out by the Subcontractor(s):

Name of Subcontractor 1 Work to be carried out by Subcontractor 1: (percentage and description)	<to be completed> <to be completed>
Name of Subcontractor 2: Work to be carried out by Subcontractor 2: (percentage and description)	<to be completed> <to be completed>
Name Subcontractor 3 Work to be carried out by Subcontractor 3: (percentage and description)	<to be completed> <to be completed>

Note: this statement does not need to be completed if the work is not subcontracted.

Signature by Tenderer

Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>

Signature by Subcontractor 1

Company name	<to be completed>
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Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>

Signature by Subcontractor 2

Company name	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>

Signature by Subcontractor 3

Company name	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



3. Endorsement of tender procedure

3.1 Conformity statement

By submitting a Tender, the Tenderer certifies that it agrees to all the requirements, terms, conditions and provisions specified.

Does Tenderer agree to all requirements, terms, conditions and provisions specified?	☐ Yes ☐ No
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Conformity statement
By signing and appending this statement to its Tender, the Tenderer certifies, unconditionally and without reservation, with respect to the European tender Delivery of a MET/ANSP OPMET system (including user license, support and maintenance) issued by the Contracting Authority, that: • The Tenderer complies with all terms, conditions and provisions set down in the Tender Documents; • the products and/or services to be provided meet the requirements set down in the Tender Documents; • the products and/or services to be provided will, as a minimum, meet the wishes as worked out by the Tenderer in its Tender; • The Tenderer agrees to the Contract; • The Tenderer agrees to the Terms and Conditions. The undersigned certifies that it is legally authorised on behalf of the Tenderer to sign this statement and submits, as unequivocal proof, either an extract from the professional or trade register or a lawfully signed power of attorney with unequivocal proof showing the signatory's authorisation to represent the company.

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



4. Grounds for Exclusion

The Grounds for Exclusion are set down in Appendix Tenderer's Statement. By signing the Tenderer's Statement, the Tenderer certifies that the Grounds for Exclusion do not apply to it.



5. Suitability Requirements

5.1 Economic and financial capacity

The Tenderer's continuity must be sufficiently guaranteed.

5.1.1 SR 1 – Annual report / Audit certificate / assessment or compilation report

By submitting a Tender, the Tenderer certifies that Tenderer meets the requirement(s) set out below, and, in the event that the Tender is submitted by a Combination, all members of the Combination (will) meet the requirement(s). The Tenderer shall provide the proof upon request within the term stipulated.

Requirement(s):

An Approved Annual Report/ Audit Certificate / assessment or compilation report that does not include a 'continuity section' that expresses doubt concerning the viability of the organisation is required.

Also the Tenderer's most recent audit certificate must not contain a so-called continuity paragraph (such for example, a paragraph in the annual statement of accounts expressing doubt regarding the continuity).

For companies that are not required to produce an annual statement of accounts, an assessment or compilation report will suffice.

Tenderer certifies that it will meet this requirement.	☐ Yes ☐ No
In the event that the Tender is submitted by a Combination, none of the members of the Combination may be subject to doubt regarding its continuity and each of the members of the Combination must be able to produce an audit certificate or compilation report. <i>In the case of Tender submission by a Combination of Tenderers, please provide these annual statements, upon request by Contracting Authority, for each of the parties that form the Combination.</i>	☐ Yes ☐ No ☐ Not applicable

Verification document(s) (these documents must be provided within 7 days upon first request from the Contracting Authority):

- Annual financial report of the Tenderer (last financial year);
- An audit certificate without continuity paragraph, or an assessment report or a compilation report (of last financial year).



5.1.2 SR2 – Company liability insurance

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below, and that, in the event of the Tender being submitted by a Combination, all members of the Combination meet the requirement(s).

Requirement(s):

The Tenderer has adequate company liability insurance. In this respect, the Contracting Authority regards liability insurance that covers, as a minimum, a total insured sum of € 1,250,000 per event as adequate.

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
In the event that the Tender is submitted by a Combination, all members of the Combination certify that they meet this requirement.	☐ Yes ☐ No ☐ Not applicable

Verification document(s):

- A copy of a recent, valid and relevant liability insurance policy or a statement from the insurance company indicating the sum covered by this liability insurance.



5.2 Technical skill and/or professional skill

The Tenderer's skill must be sufficiently guaranteed.

5.2.1 SR3 – Core competences

The Tenderer's skill must be sufficiently guaranteed.

The Tenderer must meet certain core competences and must add proof to its Tender submission that it meets the stated core competence in the form of a reference.

The Tenderer must use the 'References statement' (see below) to submit references. A single statement must be submitted for each reference, An assignment carried out for a single organisation over multiple of years is regarded as a single reference. One reference is requested for each core competency. **Please note that the description of the references as proof of the core competences (using the specified template) must be added along with the submission of the Tender.**

The Tenderer must provide a description of the work performed for the organisation which is giving the reference. This description must demonstrate the relevance of the reference(s). A relevant reference is a reference that is comparable to the Assignment under consideration in terms of nature and scope. The references must, as a minimum, meet the core competencies and requirements stated below.

References;

The Tenderer is requested to demonstrate by means of a reference description (using the appropriate form 'References statement') that the Tenderer has the following core competences. Please note that, a reference assignment that meets several core competencies may be submitted for different core competences, but combining several reference assignments to meet with a single core competence is not permitted.) Each reference description must clearly show that the assignment meets the relevant core competence. This is at the discretion of the assessment team;

The Tenderer must provide three references to demonstrate/prove that it meets the following core competencies.

The Core competences are part of the Mandatory Forms in the Annex 4 and consist of;

- (1) The Tenderer has proven experience with deployment and service provision of its solution with an Aeronautical Service Providers. This is to show that Tenderer is capable of carrying out a software deployment project in a complex systems environment;
- (2) The Tenderer has proven experience with providing maintenance and support to its solution with limited downtime of at least 98%. This is to show that Tenderer is capable of meeting the operations requirements of its ANSP client(s);
- (3) The Tenderer has proven experience with updating its solution in accordance with changing WMO/ICAO regulations. This is to show that Tenderer is aware of such changes and keeps its product compliant with all current rules and regulations, thereby supporting their clients' compliance.



All provided references must, as a minimum, meet the following requirements:

- The submitted references have been performed / carried out within the past three (3) years of this Tender's submission deadline.
- The submitted references have been completed, carried out in a timely, professional manner, to the satisfaction of the client.
- A reference that pertains to an assignment that has not yet been (fully) completed must only state the results of the current contract that have been achieved; moreover, a forecast of the results is not acceptable.

(!) Please note that the Contracting Authority requests three reference assignments in total that meet the core competencies (marked with "1", "2" or "3"). Specifically, Contracting Authority expects one reference assignment that meets core-competence 1, one that meets core-competence 2 and one reference that meets core-competence 3. So three reference assignments are requested, one per core competence.

In addition, all references must meet the minimal requirements (marked with "•") mentioned above. These requirements are a "Knock-Out", which means that failure to comply with these requirements in any of the references means that the core competence is not acceptable and leads to exclusion from the Tender and are not eligible for awarding of this Tender.

The Contracting Authority reserves the right to request further information from the organisation providing the reference (the client) regarding the performance of the services. It must be possible for the Contract Authority to contact the client of the reference-assignment for verification. If, in case of verification, the reference assignment cannot be confirmed by the client or if the client indicates that the assignment performed deviates materially from what has been described, this may be a reason to rejection of the reference and may lead to exclusion of the Tender. For that reason, it is advisable for the Tenderer to inform the contacts of the client/reference(s) provided that they may be contacted by the Contracting Authority. It is not allowed to include the contact information of your own staff/employees in the Mandatory Forms. The Contracting Authority must be able to contact the client of the reference-assignment directly.

Of course, the Contracting Authority will handle the information obtained thus with the utmost confidentiality.

In the event of a Combination or Subcontractor, the Tenderer must state clearly who has performed (which part of) the reference assignment.

The Contracting Authority reserves the right to request further information from the organisation providing the reference regarding the performance of the services. For that reason, it is advisable for the Tenderer to inform the contacts of the reference(s) provided that they may be contacted by the Contracting Authority. It goes without saying that the Contracting Authority will handle the information obtained thus with the utmost confidentiality.

In the event of a Combination or Subcontractor, the Tenderer must state clearly who has performed (which part of) the reference assignment.

Note: the References statements (using the 'Reference Statement'-template) must be submitted with the Tender. The references can be completed within this form, or uploaded separately.



References Statement	
Reference number 1 - proven experience with deployment and service provision of similar solution with an Aeronautical Service Provider	
Details of client	
Name of client:	<to be completed>
Registered address:	<to be completed>
Type of organisation:	<to be completed>
Name of contact:	<to be completed>
Position:	<to be completed>
Telephone number:	<to be completed>
Description of assignment carried out	
Type of provision:	<to be completed>
Carried out by:	<to be completed>
Period of execution:	From <to be completed> up to and including <to be completed>
Reason for termination assignment:	<to be completed> or N.A.
Total amount for the entire assignment and per year:	Entire assignment € <to be completed> Per year € <to be completed>
Number of items supplied for the entire assignment and per year:	Entire assignment <to be completed> Per year <to be completed>
Meets core competency 1:	Yes / no <to be completed> <Please substantiate so that the Contracting Authority can assess whether the reference assignment actually corresponds to the stated core competence.>
Requirement 1: Assignment is carried out during the past three (3) years (This requirement is mandatory) State the period in which the assignment was executed.	Yes / no <to be completed>



Requirement 2: Assignment has been completed, carried out in a timely, professional manner, to the satisfaction of the client. (This requirement is mandatory) <i>Explain how this is demonstrated.</i>	<i>Yes / no</i> <i><to be completed and substantiated></i>
Other relevant information and explanation / supplementation of the explanations to the core competencies	
<i><to be completed></i>	

Signature by Tenderer	
Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



References Statement - proven experience with providing maintenance and support to similar solution with limited downtime of at least 98%.	
Reference number 2	
Details of client	
Name of client:	<to be completed>
Registered address:	<to be completed>
Type of organisation:	<to be completed>
Name of contact:	<to be completed>
Position:	<to be completed>
Telephone number:	<to be completed>
Description of assignment carried out	
Type of provision:	<to be completed>
Carried out by:	<to be completed>
Period of execution:	From <to be completed> up to and including <to be completed>
Reason for termination assignment:	<to be completed> or N.A.
Total amount for the entire assignment and per year:	Entire assignment € <to be completed> Per year € <to be completed>
Number of items supplied for the entire assignment and per year:	Entire assignment <to be completed> Per year <to be completed>
Meets core competency 1:	Yes / no <to be completed> <Please substantiate so that the Contracting Authority can assess whether the reference assignment actually corresponds to the stated core competence.>
Requirement 1: Assignment is carried out during the past three (3) years (This requirement is mandatory) State the period in which the assignment was executed.	Yes / no <to be completed>



Requirement 2: Assignment has been completed, carried out in a timely, professional manner, to the satisfaction of the client. (This requirement is mandatory) <i>Explain how this is demonstrated.</i>	<i>Yes / no</i> <i><to be completed and substantiated></i>
Other relevant information and explanation / supplementation of the explanations to the core competencies	
<i><to be completed></i>	

Signature by Tenderer	
Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



References Statement	
Reference number 3 - proven experience with updating similar solution in accordance with changing WMO/ICAO regulations	
Details of client	
Name of client:	<to be completed>
Registered address:	<to be completed>
Type of organisation:	<to be completed>
Name of contact:	<to be completed>
Position:	<to be completed>
Telephone number:	<to be completed>
Description of assignment carried out	
Type of provision:	<to be completed>
Carried out by:	<to be completed>
Period of execution:	From <to be completed> up to and including <to be completed>
Reason for termination assignment:	<to be completed> or N.A.
Total amount for the entire assignment and per year:	Entire assignment € <to be completed> Per year € <to be completed>
Number of items supplied for the entire assignment and per year:	Entire assignment <to be completed> Per year <to be completed>
Meets core competency 1:	Yes / no <to be completed> <Please substantiate so that the Contracting Authority can assess whether the reference assignment actually corresponds to the stated core competence.>
Requirement 1: Assignment is carried out during the past three (3) years (This requirement is mandatory) State the period in which the assignment was executed.	Yes / no <to be completed>



Requirement 2: Assignment has been completed, carried out in a timely, professional manner, to the satisfaction of the client. (This requirement is mandatory) <i>Explain how this is demonstrated.</i>	Yes / no <to be completed and substantiated>
Other relevant information and explanation / supplementation of the explanations to the core competencies	
<to be completed>	

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



5.2.2 SR4 – Quality management system

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

The Tenderer has a certified quality assurance system in place, as referred to in Article 48, Directive 2014/24, or possesses a corresponding quality certificate issued by an agency that meets the European Series of Standards EN 45000 (e.g., NEN, ISO).

A copy of quality certificate ISO-9001, or equivalent, must be appended.

If the Tenderer has an equivalent certified quality assurance system in place, based on a standard other than ISO-9001, the Tenderer must, in addition to providing the certificate issued by the certified agency as referred to in Article 2.96 of the Tender Act, also explain and substantiate the aspects and the extent to which the system corresponds and/or deviates from the applicable ISO-9001 system.

The certificate must be valid and not have expired.

In the event that the Tenderer cannot provide a quality certificate, the Tenderer must provide a description of the activities it pursues in the area of quality control and quality assurance (such as the table of contents of a quality manual observed by the Tenderer).

In the event that the Tenderer forms part of a Combination, all members of the Combination must satisfy the quality certification requirement.

Note: in the event that the Tenderer cannot demonstrate its satisfaction of the quality control and quality assurance requirement as outlined above, or in the event that the applicable copy/copies of the certificate(s) has/have not been appended, the Tender will be set aside.

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
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Verification document(s):

- Statement regarding quality management system.
- Valid quality certificate / quality certificates ISO-9001 stating the year of introduction and the year of expiry, issued by a certified agency as referred to in Article 2.96 of the Tender Act (if applicable), or an equivalent certificate including substantiation of correspondence and/or deviations, or an alternative description.



Statement regarding quality management system	
Does Tenderer possess a valid quality certification or equivalent?	Yes / No
If the answer is Yes :	
Which organisation(s) has/have issued the certificate?	<to be completed>
What type of certification does Tenderer possess?	<to be completed>
Which organisation(s) is/are charged with the external monitoring of the certificate?	<to be completed>
What is the date of the most recent audit?	<to be completed>
When will the certificate expire?	<to be completed>
If the answer is No :	
Describe the quality control and quality assurance exercised by Tenderer	<to be completed>
Is this quality system comparable to ISO-9001 and is it supported and supervised by the executive board and the management?	<to be completed>

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



5.2.3 SR5 – Professional competence

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

The Tenderer must be able to demonstrate that it is registered on the professional or trade register in accordance with the regulations of the member state of his domicile, or be able to provide a sworn statement or an affidavit. Within the Netherlands, an extract of the trade register of the Chamber of Commerce will suffice.

The proof must describe the current situation of the company and may not be older than six months at the time of tendering. In the event of cooperatives, the Combination or all the individual members of the Combination must be able to provide the proof upon request within the term stipulated.

This extract will also be used to verify who is authorised to sign the Tender or documents on behalf of the Tenderer. This pertains to a signature by an official/officials who, according to the extract from the professional/trade register, is authorised to represent the Tenderer or who has been provided with a written authorisation to represent which has been appended to the Tender. The authorisation must be signed by a person/persons who, according to the extract from the professional/trade register or according to the bylaws of the Tenderer's Company, is/are authorised to represent and bind the Company.

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
In the event that the Tender is submitted by a Combination, all the members of the Combination certify that they meet this requirement.	☐ Yes ☐ No ☐ Not applicable

Verification document(s):

- Extract from the trade register, statement or affidavit
- Authorisation



6. Conformity list Program of Requirements (Annex 5)

The Tenderer declares that all requirements (Mandatories) in the Program of Requirements (Annex 5 of the Tender procedure) can be met throughout the duration of the Contract and that the submitted and completed form (Annex 5; Program of Requirements) has been filled in truthfully.

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



7. 5th Russia sanctions package of 8 April 2022

7.1 Tender law and contractual condition(s)

On 8 April 2022, the European Union imposed new sanctions against Russia¹. These sanctions affect public procurement by contracting authorities and special sector companies. With the fifth package of sanctions, the European Union introduces a ban on all public tenders with a Russian party (see article duodecies). Contracting authorities are obliged to determine whether your organisation, or the other party/parties with which the Tenderer is tendering in combination with, or the subcontractor(s) which the Tenderer has mentioned in this form, has ties with or is affiliated to Russian² parties.

The ban refers to awarding to:

- persons with Russian citizenship and persons or legal entities (companies, entities or bodies) established in Russia;
- Legal entities which are more than 50% owned by a Russian Party as mentioned above; and
- persons or legal entities acting in the interest of or at the direction of any of the above-mentioned Russian parties.

Please note that the legal entities referred to under 2nd/3rd bullet point include legal entities established in the EU/EEA or in a country other than Russia.

7.2 Declaration and signature

Tenderer declares by signature that:	
• Tenderer has no ties with Russian party/parties. • Tenderer is not affiliated with Russian party/parties.	

Signature of Tenderer	
Company name Tenderer	<to be completed>
Name of representative	<to be completed>
Function	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>

¹ See [EUR-Lex - L:2022:111:TOC - EN - EUR-Lex \(europa.eu\)](#)

² References in this document to Russia include Belarus.