



Tender Specification Procedure (VSP) Radar Systems

Description of

**Supply of radar systems
for the traffic control stations in
Waddenzee and Wijk bij Duurstede**

Case number: 31180393

Disclaimer: This document has been translated to English to make it easier for non-Dutch entities to determine whether or not they want to participate in this tender. In case of contradictions between the Dutch and English variant of this document, the Dutch variant prevail.



Colophon

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Table of contents

1 INTRODUCTION 5

- 1.1 Identification 5
- 1.2 Purpose of this document 5
- 1.3 Reader's guide 5
- 1.4 Referenced documents 5
 - 1.4.1 *Normative documents 5*

1.5 Definitions 6

1.6 Abbreviations 9

- 1.7 Overview of documents 10

2 PROJECT APPROACH 11

- 2.1 Project phasing 11
- 2.2 Testing and delivery process 13
- 2.3 Indicative delivery schedule 15
- 2.4 Deliveries and services by the Contractor, the Contracting Authority and suppliers of the Contracting Authority 16

3 GENERIC PROCESS REQUIREMENTS PER PHASE 20

- 3.1 Generic process requirements in the initiation phase 20
- 3.2 Generic process requirements in the test phase 22
 - 3.2.1 *Testing the test unit of each category of radar system 22*
- 3.3 Generic process requirements in the delivery phase 23
 - 3.3.1 *Delivery of radar systems 23*
 - 3.3.2 *Delivery of spare parts (Optional) 24*
 - 3.3.3 *Transport services 24*
 - 3.3.4 *Installation, acceptance testing and advisory/support services 24*
 - 3.3.5 *Submission of documentation 26*
- 3.4 Generic process requirements in the transfer phase 27
- 3.5 Generic process requirements in the completion phase 28

4 SPECIFIC PROCESS REQUIREMENTS REGARDING PROJECT MANAGEMENT 29

- 4.1 Project organisation 29
- 4.2 Escalation process 30
- 4.3 Project management plan 31
- 4.4 Project management 33
 - 4.4.1 *Quality management 33*
 - 4.4.2 *Scope management 34*
 - 4.4.3 *Scheduling management 35*
 - 4.4.4 *Procurement management 37*
 - 4.4.5 *Risk management; 37*
 - 4.4.6 *Safety 39*
 - 4.4.7 *Security management 39*
- 4.5 Project communication 42



5 SPECIFIC PROCESS REQUIREMENTS REGARDING DELIVERY AND SERVICES 46

- 5.1 Transport 46
- 5.2 Testing and Acceptance 46
- 5.3 System documentation 47
- 5.4 Installation; installation plans and documentation 47
- 5.5 Test Documentation 49
- 5.6 Maintenance documentation 52
- 5.7 Transfer plan 53

6 GENERAL REQUIREMENTS REGARDING THE DOCUMENTATION 54



1 Introduction

1.1 Identification

The Tender Specification Procedure [**Vraagspecificatie Proces; VSP**] is part of the tender documents of the European tender "Supply of radar systems for Waddenzee and Wijk bij Duurstede", with case number 31180393. The total set of tender documents forming part of this European tender is set out in the Descriptive Document [**Beschrijvend document; BD**].

This [**VSP**] document has not been prepared for a specific Plot.

1.2 Purpose of this document

The purpose of this [**VSP**] document is to provide insight into the deliveries and services requests and the requirements applicable to all products and services related to project management, procurement, delivery, testing, document management, quality management and services related thereto.

1.3 Reader's guide

Requirements are identifiable because they are included in boxes and have unique numbers [**xxx-yyy**] and titles, both displayed in **bold text**, where the requirement is described in more detail in the following manner:

[Requirement]: defines the requirement in more detail, in which the included sub-requirements are numbered to allow unique references;

[Explanation]: (optional) provides an additional explanation of the requirement so it can be interpreted properly. They can also be references to indicate traceability, for example. Enumerations in the explanations are usually not numbered;

In all other respects:

- All texts serve to introduce, explain or provide background information and context;
- The definitions and abbreviations should be read first so the requirements and texts can be interpreted properly.
- References in a specific [XXX] document should be interpreted as a reference to that document and all referenced documents indicated in this document and (in the relevant tables).

1.4 Referenced documents

1.4.1 Normative documents

Normative documents are documents that contain requirements for functionality, technology, process control and services to be provided. These documents form an integral part of the contract. The following documents are normative:

Identifier	Name
[BD]	The Descriptive Document (<i>Beschrijvend Document</i>) "Supply of radar systems for Waddenzee and Wijk bij Duurstede", case number 31180393, version number 1.0
[VSE]	The System Requirements Tender Specification (<i>Vraagspecificatie Systeem Eisen</i>) "Supply of radar systems for Waddenzee and Wijk



Identifier	Name
	bij Duurstede – plot A” and/or the System Requirements Tender Specification “Supply of radar systems for Waddenzee and Wijk bij Duurstede – plot B” case number 31180393, version number 1.0.
[BIO]	Government Information Security Baseline (<i>Baseline Informatiebeveiliging Overheid</i>), 2020 version 1.04 https://www.digitaleoverheid.nl/overzicht-van-alle-onderwerpen/informatieveiligheid/kaders-voor-informatieveiligheid/baseline-informatiebeveiliging-overheid/
[BIOAFV]	Government Information Security Baseline Guide on Safe Disposal of ICT Resources (<i>Baseline Informatiebeveiliging Overheid Handreiking Veilige afvoer van ICT-middelen</i>) https://www.informatiebeveiligingsdienst.nl/wp-content/uploads/2019/04/201902-Handreiking-Veilige-afvoer-van-ICT-middelen-v2.0.pdf
[IALA1111]	IALA Guideline G1111, Preparation of Operational and Technical Performance Requirements for VTS systems, edition 1.1, January 2022 http://www.iala-aism.org/product/preparation-of-operational-and-technical-performance-for-vts-equipment/
[VEIL]	Rijkswaterstaat security manual (<i>Veiligheidshandboek Rijkswaterstaat</i>) NEN 3140
[27000]	ISO/IEC 27000 :2018. Information Technology-Security Techniques-Information Security Management Systems version 2019

1.5 Definitions

ASTERIX	Protocol “All-purpose structured EUROCONTROL surveillance information exchange”, as specified by EUROCONTROL (see https://www.eurocontrol.int/asterix)
Basic test	The basic test demonstrates whether the most important functions of the radar system are functioning correctly, including: sending and receiving signals; rotating the antenna beam; sending CAT240 messages to a receiving system; operating and configuring the radar system. The basic test involves limited verification of the radar system. The basic test serves to determine whether it would be advisable to perform the next step in a process.
Burn-in test	Test in which a new radar is deployed continuously for an extended period of time. After a successful burn-in test, the probability of early failures is significantly reduced and the radar system can therefore be installed at the production location with reduced risk.
CAT010	ASTERIX category “Monosensor Surface Movement Data”, as specified by EUROCONTROL (see https://www.eurocontrol.int/asterix)
CAT034	ASTERIX category “Transmission of Monoradar Service Messages”, as specified by EUROCONTROL (see https://www.eurocontrol.int/asterix)
CAT048	ASTERIX category “Monoradar Target Reports”, as specified by EUROCONTROL (see https://www.eurocontrol.int/asterix)



CAT240	ASTERIX category "Radar Video Transmission", as specified by EUROCONTROL (see https://www.eurocontrol.int/asterix)
IALA Advanced (capability)	The term IALA Advanced (capability) refers to radar systems with the "levels of capability" of the "advanced" category as specified in Chapter 2 of [IALA1111].
IALA Standard (capability)	The term IALA Standard (capability) refers to radar systems with the "levels of capability" of the "standard" category as specified in Chapter 2 of [IALA1111].
Critical Spare Parts	Critical spare parts are parts of the radar system where, if this part were to malfunction, its replacement or repair would take so long that the requirements regarding the service level and availability can no longer be met. This relates to: • Guaranteed delivery within three calendar days after an order; • Possibility of replacement/installation within four hours.
New Network Facilities	RWS's data transmission network
Radar	A radar (radio detection and ranging) is a system developed to use radio waves to search the environment for objects (targets) in the sky, on water or on land.
Radar system	A radar system consists of: • Radar antenna; • Transceiver; • Radar Signal Processing Software and interface software; • Motor; • Motor control unit; • Transmission; • Connection box; • Waveguide; • Power supply unit; • Signal cabling and connectors; • Power cabling and connectors. Please note: The pedestal is not part of the radar system.
Radar-related terms	Radar terms mentioned in this document are taken from IALA Guideline G1111. See section 2.2.1 for the definition.
Category A radar system	Radar system category for installation in the Waddenzee region. This concerns four radar systems, to be placed on lighthouses on Texel, Terschelling, Ameland and Schiermonnikoog, plus 1 spare radar system.
Category B radar system	Radar system category for installation in Central Netherlands. This concerns nine radar systems, next to and near the Amsterdam-Rhine Canal between Maarssen and Tiel.
Category C radar system	Radar system category for installation in Central Netherlands. This concerns five radar systems, next to and near the Amsterdam-Rhine Canal between Maarssen, plus one spare systems. These radar systems may have a relatively short range and will be used to fill gaps or to observe traffic in the immediate vicinity of a lock.



Test unit	A test unit of the category offered by the Contractor, which will be used to perform the SIT and, for category A only, also the validation. The test unit must be returned to the Contractor upon completion of testing and will not be retained by the Contracting Authority as a future production unit.
Production unit	A unit of the category offered by the Contractor. The production unit is subjected to an FAT at the Contractor and is afterwards transported to the target site. After installation and integration, the production unit is subjected to an SAT.
Tender specification	The designated contract document prepared by or on behalf of the Contracting Authority, on the basis of which the Contractor has prepared and submitted its tender bid. Tender specifications are <i>normative</i> documents.



1.6 Abbreviations

Abbreviation	Description
ARBIT	General Government Terms and Conditions for IT Contracts 2022 (<i>Algemene Rijksvoorwaarden bij IT overeenkomsten 2022</i>)
ASTERIX	All Purpose Structured Eurocontrol Surveillance Information Exchange
BIO	Government Information Security Baseline (<i>Baseline Informatiebeveiliging Overheid</i>)
CIV	Rijkswaterstaat Central Information Services
FAT	Factory Acceptance Test
IALA	International Association of Marine Aids to Navigation and Lighthouse Authorities
LAN	Local Area Network
LUV VTS	Landelijk Uniform Vervangen Vessel Traffic System
MTBF	Mean Time Between Failure
MTTR	Mean Time To Repair
NNV	New Network Facilities
COE	Contractor for Other Elements (<i>Opdrachtnemer Overige Ketens</i>); including responsibility for the installation, integration, management and maintenance of the radar system
CRTE	Contractor for Radar Target Element (<i>Opdrachtnemer Radardoelvolgketen</i>)
OSD	On Site Demonstration
RDL	Radar Distribution Layer
RWS	Rijkswaterstaat, the Directorate-General for Public Works and Water Management of the Ministry of Infrastructure and Water Management.
SAT	Site Acceptance Test
SART	Search and Rescue Transponder
SIT	System Integration Test
SNMP	Simple Network Management Protocol
SPS	Signal Processing System
VSE	Tender Specification Requirements (<i>Vraagspecificatie Eisen</i>)
VSP	Tender Specification Procedure (<i>Vraagspecificatie Proces</i>)
VTS	Vessel Traffic Service



1.7 Overview of documents

This **[VSP]** document includes the following chapters:

- Chapter 2: Description of the overall project approach and phasing;
- Chapter 3: Description of the generic process requirements per project phase;
- Chapter 4: Description of the specific process requirements regarding project management;
- Chapter 5: Description of the specific process requirements for the deliveries and services requested;
- Chapter 6: Description of the general requirements regarding the documentation to be provided.



2 Project approach

2.1 Project phasing

This project is divided into the following phases:

- **Award phase**
 - In this phase, it has already been verified that the radar system offered by the Contractor satisfies the requirements set regarding the radar system itself; as well as the requirements set regarding the interface with the Vessel Traffic Services software, called ECHO. The verification comprises four steps:
 1. Documentary check of the compliance statement for the category of radar system by the Contractor.
 2. Documentary check of the additional test evidence provided by the Contractor, to demonstrate that the category of radar system offered satisfies the technical requirements set.
 3. A demonstration by the Contractor, in an environment made available by the Contractor, to prove that the technical requirements set have been satisfied.
 4. Verification of the radar system's interface with the Vessel Traffic System software, called ECHO. Sample files from the Contractor have been loaded into ECHO.
- **Initiation phase:**
 - *Purpose of this phase:* Starting and setting up the project organisation and communication structure, preparing procedures/reports that will enable the project to be carried out adequately.
 - In this phase, the project organisation is set up and a framework will be provided for the initial orders.
 - The initiation phase starts on the commencement date of the agreement and has a maximum lead time of three months.
- **Test phase:**
 - *Purpose of this phase:* In this phase, the Contractor must demonstrate through a System Integration Test (SIT) in a test environment of the Contracting Authority that the category of radar system offered (the test unit) can integrate in the Contracting Authority's infrastructure with RWS's Vessel Traffic System (ECHO) and the Radar Distribution Layer (RDL).
 - Following the SIT, the category A radar systems will be validated, with the purpose of the validation being to take the first steps in configuring the radar system so that the time frame for configuration at the final location on the Wadden Islands will be as short as possible.

The test site for setting up the Category A radar system is the Offshore Expertise Centre in Stellendam.

The test site for setting up the Category B and Category C radar systems is, subject to approval, a mobile radar van to be made available by the Contracting Authority.

The SIT will be carried out from workstations in the test centre at Derde Werelddreef 1 in Delft.



- **On-site delivery phase:**
 - *Purpose of this phase:* On-site delivery and handover of the radar system following an approved FAT report.
 - During this phase, the radar systems will be ordered and delivered and the associated services, such as providing advice and support during the performance of the installation and integration and the Site Acceptance Test (SAT), will be provided.
 - A Factory Acceptance Test (FAT), consisting of at least a basic test, a burn-in test, and a check of the completeness of the delivery, during which the Contractor must demonstrate that the radar system produced satisfies the requirements set.
 - The Contractor must deliver radar systems to the relevant location in accordance with the Just In Time principle;
 - The COE will carry out the installation and integration, supported by the Contractor.
 - The sensor is subjected to an on-site SAT together with the COE and CRTE. To this end, the Contractor must provide the SAT protocol which the COE and CRTE can use to determine whether the installation and integration have been successful.
- **Transfer phase:**
 - *Purpose of this phase:* ensure continuity of radar system operation.
 - In this phase, an installed and operational radar system is transferred to the Contracting Authority after a successful SAT.
 - After the transfer, the COE may still call on the Contractor for advice and support.
- **Completion phase:**
 - *Purpose of this phase:* Concluding the project.
 - In this phase, the project will be concluded following delivery of all requested radar systems through a Handover Protocol and Project Evaluation prepared by the Contracting Authority.
 - The completion phase has a maximum lead time of one month.



2.2 Testing and delivery process

The Contracting Authority, in consultation with stakeholders, companies and agencies, has determined the following delivery and testing process, see *figure 1, test types sequentially listed over time, by category of unit (test / production)* and *figure 2: test type by category of unit (test / production) and type of location (test / production; Contractor/Contracting Authority)*

1. The Contractor must transport the radar system (the test unit) to the test location in Stellendam/the radar truck. There, the COE will install and integrate the radar system. The radar system will be subjected to an SIT within the RWS's infrastructure. For the category A test unit, the SIT is followed up by a validation with the aim of taking the first steps in configuring the radar system so that the time frame for configuration at the final location on the Wadden Islands will be as short as possible.
2. The production of the radar will take place at the manufacturer. Each separate radar system unit will be delivered after a successful FAT and FAT report approved by the Contracting Authority;
3. The Contractor must deliver the production units on time, in accordance with the Just in Time principle. The Contractor must coordinate the delivery time with the COE responsible for the installation and integration of the radar system at the final location.
4. The Contractor must transport the radar, in coordination with the COE responsible for the installation and integration of the radar system, to the final location on one of the Wadden Islands or the relevant location belonging to traffic control centre Wijk bij Duurstede;
5. At the location, the radar will be installed and put into service by the COE. After the COE has performed a successful SAT, in the presence of the Contractor, the radar will become operational and the Contractor will transfer the radar to the COE. After which the COE will perform further configuration work.
6. If the SAT is not successful and this is demonstrably attributable to the Contractor, then the Contractor will be responsible for the consequences and the implementation of management measures.
7. If a production unit does not fully match the verified and validated test unit, the Contractor must inform the Contracting Authority of the differences in a timely manner, so that the Contractor, the COE and the CRTE can determine the impact, and necessary measures can be taken by the responsible party.

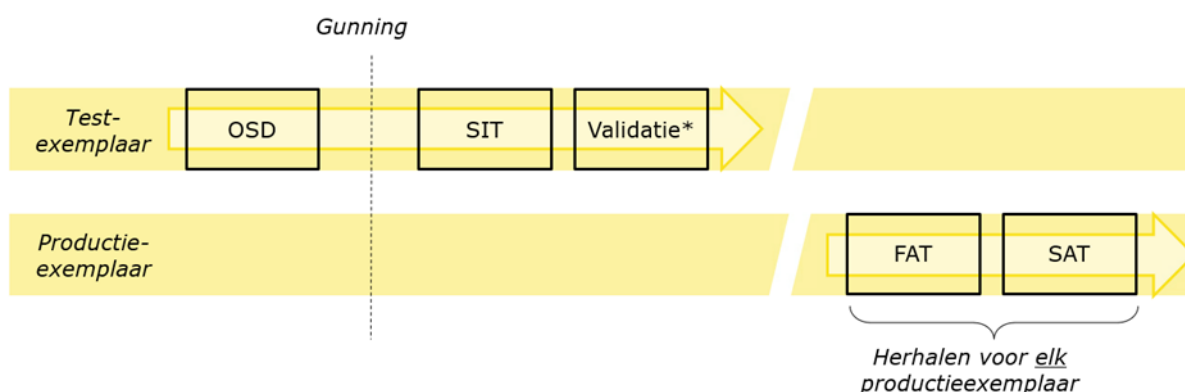


Figure 1: test types listed sequentially over time, by category of unit (test / production);

*=Only for the category A radar system



	Testlocatie(s) ON	Testlocatie(s) OG		Productielocatie(s) OG
<i>Test-exemplaar</i>	OSD	SIT	Validatie*	
<i>Productie-exemplaar</i>	FAT			SAT

*Figure 2: test type by category of unit (test / production) and type of location (test / production; Contractor/Contracting Authority); *=Only for the category A radar system*



2.3 Indicative delivery schedule

When replacing the radar systems and installing the radar systems at the final location, RWS depends on the schedule of the stakeholders referred to in the **[BD]**. This schedule has not yet been fleshed out in full and will only become known during the lead time of this project.

Important note:

The schedule as presented in Table 1 below should therefore be considered to be indicative and no rights can be derived from it. The definitive delivery dates and dates of service are therefore determined by mutual agreement. The radar systems are ordered and delivered separately and/or in a batch. Orders will be made in a timely manner by mutual agreement, taking into account applicable delivery times.

Year	Number of radar systems	Location	
2024	Category A, B and C	Test location	Performance of SIT/validation
2025	Three (including one spare)	Waddenzee	The Contracting Authority will inform the Contractor 12 months before the delivery about the date on which the radar system must be delivered and the type of turning unit used. Four weeks before the scheduled delivery, the exact date, time and location will be coordinated.
2026	2	Waddenzee	The Contracting Authority will inform the Contractor 12 months before the delivery about the date on which the radar system must be delivered and the type of turning unit used. Four weeks before the scheduled delivery, the exact date, time and location will be coordinated.
2026	Eight (including one spare)	Wijk bij Duurstede	The Contracting Authority will inform the Contractor 12 months before the delivery about the date on which radar system must be delivered. Four weeks before the scheduled delivery, the exact date, time and location will be coordinated.
2027	7	Wijk bij Duurstede	The Contracting Authority will inform the Contractor 12 months before the delivery about the date on which radar system must be delivered. Four weeks before the scheduled delivery, the exact date, time and location will be coordinated.

Table 1: Indicative schedule



2.4 Deliveries and services by the Contractor, the Contracting Authority and suppliers of the Contracting Authority

The radar systems replacement project comprises a set of deliveries and services to be arranged by the Contractor, by the Contracting Authority and by suppliers and partners of RWS. These deliveries and services are required to install and fully operationalise the radar systems in cooperation with the Contractor.

Effective cooperation and sound interface management by all parties involved are necessary for project success.

The COE responsible for the installation and integration of the radar system at the final location will coordinate this.

It concerns the following deliveries and services:

Transport:

- a) Transporting the radar systems (test units) to the test location and transport back to the manufacturer;
- b) Transporting the radar systems (production units) to the final locations.
- c) Transporting the agreed critical components and spare radar systems to the COE's storage location.

Test location:

- d) Performing the FAT of the test unit;
- e) Lifting the radar, or the components, to the installation site at the test location;
- f) Providing and delivering standard installation material for fixing the radars;
- g) Providing the electrical design for the installation of the radar;
- h) Providing training to the installer before installation;
- i) Delivering the Safety Switch;
- j) Delivering the power supply point with isolating switch for powering the radar and cabling for connecting the radar to the power supply point;
- k) Delivering and installing the built-in network switch and network cables to connect the radars to the RWS network;
- l) Performing the SIT on all radar systems and a validation for category A radar systems.

Final location:

- m) Performing the FAT of the production unit;
- n) Lifting the radar, or the components, to the installation site;
- o) Providing and delivering standard installation material for fixing the radars;
- p) Providing the electrical design for the installation of the radar;
- q) Providing training to the installer before installation;
- r) Delivering the Safety Switch;
- s) Delivering the power supply point with isolating switch for powering the radar and cabling for connecting the radar to the power supply point;
- t) Delivering and installing the built-in network switch and network cables to connect the radars to the NNV network with test facilities;
- u) Performing the SAT;
- v) Providing a backup of the transceiver software and configuring the version provided and accepted by the Contracting Authority in the SAT;
- w) Removing vulnerabilities and following the standard hardening profile of the platform used so that the radar system is resistant to known cyber security risks;
- x) Performing the configuration.



Project completion:

- y) Preparing the Handover Protocol.
- z) Providing the technical specifications of the hardware, including drawings;

Table 2 below sets out the allocation of tasks and responsibilities of the various activities:

R = Responsible, A = Accountable, C = Consulted, I = Informed					
No.	Component	Contracting Authority:	Contractor:	COE	CRTE
Transport					
(a)	Transporting test unit to test location and back	C	A/R	C	C
(b)	Transporting the production unit to the final location	C	A/R	C	C
(c)	Transporting spare equipment to the storage location	C	A/R	C	C
Test location					
(d)	Performing the FAT of the test unit	C	A/R	I	I
(e)	Lifting the radar, or the components, to the installation site at the test location;	A	C	R	C
(f)	Arranging and delivering standard installation material for fixing the radar systems; other than mentioned in [VSE-001], see VSE;	A	C	R	I
(g)	Providing the electrical design for the installation of the radar;	C	A/R	C	I
(h)	Providing training to the installer before installation;	C	A/R	C	I
(i)	Delivering the Safety Switch;	C	A/R	C	I
(j)	Delivering the power supply point with isolating switch for powering the radar and cabling for connecting the radar to the power supply point;	A	C	R	I
(k)	Delivering and installing the built-in network switch and network cables to	A	C	R	I



	connect the radars to the RWS network;				
(l)	Performing the SIT on all radar systems and a validation for category A radar systems.	A/R	(r)	C	(r)
Final location:					
(m)	Performing the FAT of the production unit;	C	A/R	I	I
(n)	Lifting the radar, or the components, to the installation site;	A	C	R	C
(o)	Arranging and delivering standard installation material for fixing the radar systems; other than mentioned in [VSE-001], see VSE;	A	C	R	I
(p)	Providing the electrical design for the installation of the radar;	C	A/R	C	I
(q)	Providing training to the installer before installation;	C	A/R	C	I
(r)	Delivering the Safety Switch;	C	A/R	C	I
(s)	Delivering the power supply point with isolating switch for powering the radar and cabling for connecting the radar to the power supply point;	A	C	R	I
(t)	Delivering and installing the built-in network switch and network cables to connect the radars to the NNV network with test facilities;	A	C	R	I
(u)	Performing the SAT;	A	C	R	C
(v)	Providing a backup of the transceiver software and configuring the version provided and accepted by RWS in the SAT;	C	A/R	C	C
(w)	Removing vulnerabilities and following the standard hardening profile of the platform used so	C	A/R	C	C



	that the radar system is resistant to known cyber security risks;				
(x)	Performing the configuration.	C	C	A/R	C
Project completion:					
(y)	Preparing the Handover Protocol.	A	R	C	C
(z)	Providing the technical specifications of the hardware, including drawings;	A	R	C	C

Table 2: RACI table



3 Generic process requirements per phase

This chapter describes for each phase (initiation phase, test phase, delivery phase, transfer phase and completion phase) the applicable generic process requirements regarding the provision of the deliveries and services requested.

These generic process requirements are specified in more detail in chapters 4 through 8.

For the qualitative requirements, see the VSE.

The requirements set out in this chapter should be understood as the minimum set of process requirements that must be provided to enable the provision of the requested deliveries and services. In this context, the Contractor will provide all additional products and services that are necessary to complete this contract successfully.

3.1 Generic process requirements in the initiation phase

This section covers the process requirements regarding the deliveries and services in the initiation phase such as project design, communication and documentation. The requirements which the Contractor must in any event satisfy are as follows:

VSP-L01	Title	Project design and coordination
	<i>Requirement</i>	The Contractor must establish a project organisation and communication structure and implement all working practices in accordance with its quality system and in accordance with the final plans, see VSP-L08.
	<i>Explanation</i>	-
VSP-L02	Title	Performance of management duties
	<i>Requirement</i>	The Contractor must perform all general management duties to ensure a proper course of affairs. This in any event concerns: Quality management; Scope management; Cost management; Procurement management; Scheduling management; Risk management; Security management.
	<i>Explanation</i>	-
VSP-L03	Title	Progress consultation and reporting
	<i>Requirement</i>	In the initiation phase and test phase, the Contractor must hold progress consultations with the Contracting Authority once every two weeks and report on these via the progress reports pertaining to these consultations. To the extent necessary, the Contractor must conduct progress consultations in the delivery phase, transfer phase and completion phase with the Contracting Authority and parties involved in the realisation and report on these.
	<i>Explanation</i>	-



VSP-L04	Title	Technical project consultations
	<i>Requirement</i>	To the extent necessary, the Contractor must conduct technical consultations with the Contracting Authority and parties involved in the realisation and report on these.
	<i>Explanation</i>	-
VSP-L05	Title	Organising Project Start-Up Consultations
	<i>Requirement</i>	The Contractor must organise a project start-up consultation in cooperation with the Contracting Authority for all parties involved by the Contractor and the Contracting Authority and third parties to be designated by the Contracting Authority.
	<i>Explanation</i>	The Contracting Authority will determine the third parties.
VSP-L06	Title	Joint review of plans submitted
	<i>Requirement</i>	The Contractor must organise a review session to review the plans submitted by the Contractor during the tender phase with the Contracting Authority, namely: 1. the project management plan; 2. the schedule and delivery times.
	<i>Explanation</i>	The Contracting Authority must consider the documents submitted with the tender bid to be a draft version. The Contracting Authority must review the documents during the assessment of the tender bid. After awarding the contract, the Contracting Authority's observations and comments will be discussed. The comments and observations do not affect the scope offered.
VSP-L07	Title	Joint review of technical documentation
	<i>Requirement</i>	The Contractor must organise a review session, to review the technical specifications of the radar systems submitted by the Contractor during the tender phase. The recommendations regarding spare parts must also be discussed during this session.
	<i>Explanation</i>	The Contracting Authority must consider the documents submitted with the tender bid to be a draft version. Draft version is understood to mean that the Contractor is in any event able to deliver what it has offered in the draft version, but that after the contract has been awarded, if necessary, the Contracting Authority's comments and observations made during the evaluation of the tender bid may be discussed and processed to arrive at the final version.
VSP-L08	Title	Submission of final versions of plans and specifications
	<i>Requirement</i>	The Contractor must make the changes agreed with the Contracting Authority as a result of the review and submit the final versions, thereby completing the initiation phase.
	<i>Explanation</i>	-
VSP-L09	Title	Aligning templates for reports and documentation
	<i>Requirement</i>	During the term of the contract, the Contractor must use, compile and submit all document templates in consultation with the Contracting Authority.



Explanation The templates may be based on the templates recorded in the Contractor's quality system. The Contracting Authority may provide examples of templates used to the Contractor.

Both parties will use these templates during the performance of the project. The Contractor must provide the templates that are intended to be used.

3.2 Generic process requirements in the test phase

This section covers the process requirements regarding the deliveries and services in the testing phase, such as on-site support and consultancy during the performance of the SIT and the validation. The requirements which the Contractor must in any event satisfy are as follows:

3.2.1 Testing the test unit of each category of radar system

VSP-L10	Title	Testing the category "A" radar system test unit
	Requirement	The Contractor must support and advise the Contracting Authority and is partly responsible for completing a System Integration Test (SIT) and for the completion of the validation in RWS's test environment. This demonstrates that the radar system category offered (the test unit) can integrate with the Contracting Authority's Vessel Traffic System (ECHO) within RWS's infrastructure.
	Explanation	• RWS's test environment is the Offshore Expertise Centre, at 3251 NC Stellendam with the workstations at Derde Werelddreef 1 in Delft. • Following the SIT, the category A radar systems will be validated, with the purpose of the validation being to take the first steps in configuring the radar system so that the time frame for configuration at the final location on the Wadden Islands will be as short as possible.

VSP-L11	Title	Testing the category "B" radar system test unit
	Requirement	The Contractor must support and advise the Contracting Authority and is partly responsible for completing a System Integration Test (SIT) in RWS's test environment. This demonstrates that the radar sensor category offered (the test unit) can integrate with the RWS's Vessel Traffic System (ECHO) within RWS's infrastructure.
	Explanation	• RWS's test environment is the Offshore Expertise Centre at 3251 NC Stellendam or a radar van with workstations at Derde Werelddreef 1 in Delft.

VSP-L12	Title	Testing the category "C" radar system test unit
	Requirement	The Contractor must support and advise the Contracting Authority and is partly responsible for completing a System Integration Test (SIT) in RWS's test environment. This demonstrates that the radar sensor category offered (the test unit) can integrate with the RWS's Vessel Traffic System (ECHO) within RWS's infrastructure.
	Explanation	• RWS's test environment is the Offshore Expertise Centre at 3251 NC Stellendam or a radar van with workstations at Derde Werelddreef 1 in Delft.



3.3 Generic process requirements in the delivery phase

These sections include the process requirements regarding the deliveries and services in the delivery phase, such as the delivery of the radar systems, the transportation of the systems and the preparation of various documents. The requirements which the Contractor must in any event satisfy are as follows:

3.3.1 Delivery of radar systems

VSP-L13	Title	Delivery of category "A" radar systems, including one spare system
	Requirement	The Contractor must deliver five category "A" radar systems Just in Time after a successful FAT on the date and location agreed with the Contracting Authority.
	Explanation	The equipment and materials used must be recyclable to the extent possible. Materials that result in hazardous and/or toxic substances during waste processing may not be used. In this context, it must be possible to dismantle the various equipment and materials in such a way that separate waste processing is possible.

VSP-L14	Title	Delivery of category "A" radar systems
	Requirement	The Contractor must deliver nine category "B" radar systems Just in Time after a successful FAT on the date and location agreed with the Contracting Authority.
	Explanation	The equipment and materials used must be recyclable to the extent possible. Materials that result in hazardous and/or toxic substances during waste processing may not be used. In this context, it must be possible to dismantle the various equipment and materials in such a way that separate waste processing is possible.

VSP-L15	Title	OPTIONAL: Delivery of redundant category "B" transceiver
	Requirement	One location requires the installation of a redundant transceiver. All components for this redundancy must be present in number and shape so that the redundant system can be realised.
	Explanation	

VSP-L16	Title	Delivery of category "C" radar systems, including one spare system
	Requirement	The Contractor must deliver six category "C" radar systems Just in Time after a successful FAT on the date and location agreed with the Contracting Authority.
	Explanation	The equipment and materials used must be recyclable to the extent possible. Materials that result in hazardous and/or toxic substances during waste processing may not be used. In this context, it must be possible to dismantle the various equipment and materials in such a way that separate waste processing is possible.

Title	Supply of Asterix software and licences
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VSP-L17	<i>Requirement</i>	The Contractor must install the current software version of the Radar Signal Processing Software <i>on every radar system</i> for the interfaces with the Vessel Traffic Service and must provide the corresponding licences for the use of the Asterix protocol.
	<i>Explanation</i>	The software must be installed on the radar system prior to the FAT.

3.3.2 Delivery of spare parts (Optional)

VSP-L18	Title	OPTIONAL: Delivery of critical spare parts
	<i>Requirement</i>	A. The Contractor must carry out an analysis together with the Contracting Authority and the COE to determine which parts of a radar system should be considered “critical spare parts”. The Contractor must deliver the number and type of spare parts agreed with the Contracting Authority, including the corresponding documentation. B. For category B radar systems, the Contractor must in any event provide the following critical spare parts: one transceiver and one turning unit.
	<i>Explanation</i>	• The Contractor must submit a proposal list with its tender bid, including the price per item. This list will serve as input for the joint analysis. • The equipment and materials used must be recyclable to the extent possible. Materials that result in hazardous and/or toxic substances during waste processing may not be used. In this context, it must be possible to dismantle the various equipment and materials in such a way that separate waste processing is possible.

3.3.3 Transport services

VSP-L19	Title	Transport packaging
	<i>Requirement</i>	The Contractor must provide the necessary and suitable transport packaging for the transport to the test location and for the transport to the final location.
	<i>Explanation</i>	This concerns reusable transport packaging for sustainability. The transport packaging must be suitable for the transport of the Category A radar systems to the islands in the Waddenzee.
VSP-L20	Title	Transport to the test location and the final location
	<i>Requirement</i>	The Contractor must arrange for the transport of the radar systems and critical components and all related deliveries to and from the test location, the final locations and the location where the critical components and spare radar systems are to be stored.
	<i>Explanation</i>	

3.3.4 Installation, acceptance testing and advisory/support services



VSP-L21	Title	Preparation of a test plan
	<i>Requirement</i>	For the FAT and SAT, the Contractor must prepare a test plan, in consultation with the Contracting Authority, for the Category "A", Category "B" and Category "C" radar systems, covering all commissioning tests, integration tests and Acceptance and other tests.
	<i>Explanation</i>	Elaboration of the relevant chapter of the project management plan.
VSP-L22	Title	Preparing settings to work
	<i>Requirement</i>	The Contractor must prepare a "settings to work" document for the installation and integration of the radar system. The document must be submitted at the same time as the FAT.
	<i>Explanation</i>	The "settings to work" specifies all initial settings and operations for the initial use, including: position measurement, calibration, network/interfaces configuration and synchronising the tuning range to the coverage area.
VSP-L23	Title	Performing a FAT (for every radar system)
	<i>Requirement</i>	For every radar system, the Contractor must perform a complete Factory Acceptance Test (FAT) including all associated reports before the radar system is put on transport.
	<i>Explanation</i>	• The Contractor must prepare the FAT protocol and must in any event include the number of "settings to work". • During the FAT, consisting of at least a basic test, a burn-in test of three days, and a check of the completeness of the delivery, the Contractor must demonstrate that the sensor produced satisfies the requirements set.
VSP-L24	Title	Preparation of a SAT protocol (for every radar system)
	<i>Requirement</i>	The Contractor must prepare a complete SAT protocol for every radar system.
	<i>Explanation</i>	• In the SAT protocol, the Contractor must name the actions and checks required to establish that the radar system is installed correctly at its final location and correctly integrated into the RWS environment. At a minimum, this involves checking that everything has been carried out in accordance with the settings-to-work.
VSP-L25	Title	Installation and commissioning (test location)
	<i>Requirement</i>	The Contractor must prepare a safety plan and supervise the mechanical installation at an installation site and commission the radar systems, including a basic configuration and tuning, on the basis of that plan.
	<i>Explanation</i>	• The lifting work and installation at the test location will be arranged by the COE at the final location. • The Contracting Authority will arrange for a power supply and network facilities. • The tuning is a temporary tuning at the test location for the Category B and Category C radar systems. The final tuning will take place once the COE has installed the radar system at its final location. • Following successful completion of the SIT for the Category A radar systems at the test location, a validation will be carried out at the test location to optimise the tuning as well as possible.
	Title	Advice, support, tuning and retuning during the SIT



VSP-L26	<i>Requirement</i>	The Contractor is also responsible for the performance of the SIT and will provide advice and support during the performance of the SIT for each category of radar system (the test units) and during the validation for category A at the test location and, if necessary, arrange for radar retuning. Following a successful SIT and validation, the Contractor will supports the de-installation of the radar system and the storage of the components in the transport packaging and provides transportation back to the manufacturer.
	<i>Explanation</i>	-
VSP-L27	Title	Installation and commissioning (final location)
	<i>Requirement</i>	The Contractor must prepare a safety plan and supervise the mechanical installation of the radar systems at the final location based on this plan. The Contractor must also provide advice and support for the commissioning of the radar systems and provide advice and support for the final configuration, tuning and calibration.
	<i>Explanation</i>	• The lifting work and installation at the final location will be arranged by the COE at the final location. • The Contracting Authority will arrange for a power supply and network facilities. • The final configuration, tuning and calibration will take place once the CRTE has installed the radar system at its final location.
VSP-L28	Title	Advice, support during the SAT
	<i>Requirement</i>	The Contractor must provide advice and support for each radar system during the SAT at the final location. The COE will perform the SAT in the presence of the Contractor.
	<i>Explanation</i>	-

3.3.5 Submission of documentation

VSP-L29	Title	Submission of system documentation
	<i>Requirement</i>	The Contractor must submit all necessary system documentation <i>for every radar system category and version</i> .
	<i>Explanation</i>	This therefore concerns system documentation for every category/version of radar system. This documentation is therefore not submitted once, upon delivery of the first radar system of the type in question.
VSP-L30	Title	Submission of installation documentation
	<i>Requirement</i>	<i>For every radar system category and version</i> , the Contractor will provide all necessary parts lists, assembly documentation and installation documentation, including instructions for assembling and installing a radar system at the test location and at the final location.
	<i>Explanation</i>	
VSP-L31	Title	Submission export documentation
	<i>Requirement</i>	The Contractor must submit all documentation and information required to export the radar system to the test environment and to the final location.
	<i>Explanation</i>	



VSP-L32	Title	Certificate of origin
	<i>Requirement</i>	The Contractor must submit the Certificate of Origin required to export the radar system.
	<i>Explanation</i>	
VSP-L33	Title	Submission of test documentation
	<i>Requirement</i>	The Contractor must submit test documentation for the commissioning, tuning and all tests to be performed by the Contractor for the FAT and SAT.
	<i>Explanation</i>	-
VSP-L34	Title	Submission of maintenance documentation
	<i>Requirement</i>	The Contractor must submit all necessary maintenance documentation for preventive, corrective and adaptive maintenance.
	<i>Explanation</i>	This documentation is used by the COE.
VSP-L35	Title	Update documentation
	<i>Requirement</i>	The Contractor must update all documentation based on the situation "as-built and configured" as a result of the results from the SIT and the SAT.
	<i>Explanation</i>	-

3.4 Generic process requirements in the transfer phase

This section includes the process requirements in respect of deliveries and services during the transfer phase, such as the requirements to ensure that the radar systems delivered and installed are handed over to the Contracting Authority in a careful manner, in the course of which the COE is consulted. Each radar system is transfer after successful completion of the SAT. The requirements which the Contractor must in any event satisfy are as follows:

VSP-L36	Title	Preparation of a Transfer Plan
	<i>Requirement</i>	The contractor must prepare a transfer plan on the basis of which the transfer will be carried out.
	<i>Explanation</i>	This is a general plan that applies to all radar systems to be transferred.
VSP-L37	Title	Checklist for each radar system
	<i>Requirement</i>	The Contractor must prepare a checklist for each radar system that includes all items to be transferred.
	<i>Explanation</i>	-
VSP-L38	Title	Performance of all deliveries and transfer work
	<i>Requirement</i>	The Contractor must perform all deliveries and work indicated in the transfer plan.
	<i>Explanation</i>	-
VSP-L39	Title	Continuity of maintenance and management
	<i>Requirement</i>	During the transfer, the Contractor must take all measures so that the required service levels are guaranteed until the transfer is completed.
	<i>Explanation</i>	-



3.5 Generic process requirements in the completion phase

This section includes the process requirements regarding the deliveries and services in the completion phase such as an evaluation of the performance of the project, the mutual cooperation and the “lessons learned”. The requirements which the Contractor must in any event satisfy are as follows:

VSP-L40	Project evaluation	
	Title	
	Requirement	After the completion/termination of the project, the parties will hold a joint evaluation. 1. The evaluation will be scheduled and held jointly with the Contractor within 20 Working Days after the completion/termination of the contract. 2. The Contractor and Contracting Authority will determine the agenda jointly and aim to evaluate the efficiency and effectiveness of both parties; 3. The findings are recorded in writing and signed by the Contracting Authority and the Contractor; 4. The Contractor is responsible for record keeping and reporting.
	Explanation	-



4 Specific process requirements regarding project management

4.1 Project organisation

The following requirements concern the Contractor's project organisation and the role and expertise of employees:

VSP-P01	Title	Set-up of the organisation
	Requirement	The Contractor must establish and set up an organisation to enable that: 1. the necessary knowledge can be provided and stored; 2. the communication, both verbally and in writing, with contact persons of the Contracting Authority can take place in Dutch, unless agreed otherwise with the Contracting Authority; 3. it can be demonstrated at all times that the products and services provided satisfy the requirements set; 4. there is sufficient capacity available to carry out all work in accordance with the agreed schedule, which includes spare capacity to compensate for illness, holidays, replacement or change of employees; 5. changes in stakeholders' (Contracting Authority, COE, CRTE, etc.) schedules can be responded to in a flexible manner; 6. additional capacity is available to carry out additional work such as preliminary studies, preparing changes, etc; 7. all necessary management tasks can be performed; 8. the necessary administrative work can be performed.
	Explanation	-

VSP-P02	Title	Mandate of representatives of the Contractor
	Requirement	The Contractor's authorised contract representative(s) must have sufficient authority to participate in all discussions to be held during progress consultation and all decisions to be taken within the framework of the Agreement. This is to facilitate quick decision making within the set frameworks of the Agreement(s).
	Explanation	-



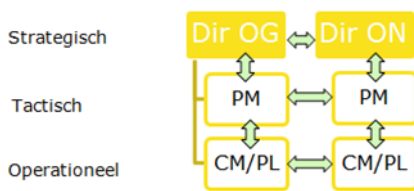
VSP-P03	Title	Minimum knowledge and certificates
	Requirement	Employees of the Contractor who are deployed must in any event have good knowledge of: 1. radar technology; 2. the equipment, software, IT infrastructure, etc., to be delivered; 3. the Contractor's quality system and security management system and, for employees performing work at the Contracting Authority's location, the physical and logical access procedures applicable there; 4. the applicable security plan. Employees who will be assigned to the location must in any event possess: 5. proof that they have successfully completed the required training courses; 6. the required protective clothing; 7. the required rescue equipment; 8. a copy of the rules, practices, procedures etc. applicable at the location; 9. a copy of the applicable safety plan, practices and procedures.
	Explanation	
VSP-P04	Title	Conduct of employees at the Contracting Authority's location
	Requirement	If the Contracting Authority or third party is responsible for providing physical or logical access to information processing facilities, the Contractor must follow the access procedures used by the Contracting Authority or third party.
	Explanation	For example, a third party may be the test location where a radar system is installed or the final location where the radar system will ultimately be delivered.
VSP-P05	Title	Aliens, terms and conditions of employment and foreign service providers
	Requirement	1. The Contractor is considered to be familiar with the provisions of the Foreign Nationals (Employment) Act (<i>Wet arbeid vreemdelingen</i>) regarding the prohibition on aliens working in the Netherlands without a work permit, as well as the other obligations arising from that act. The Contractor must comply with the provisions of the Foreign Nationals (Employment) Act. 2. The Contractor must comply with applicable laws and regulations regarding wage rates and payments in the performance of the Agreement.
	Explanation	

4.2 Escalation process

If a situation arises at the operational level of the performance that exceeds the mandate of the representatives of the Contractor and/or the Contracting Authority, an escalation procedure will be applied in accordance with the following requirements:



VSP-P06	Title	The Contractor will adapt to the Contracting Authority's escalation process
	Requirement	The Contractor must provide for the same escalation levels as the Contracting Authority and must provide these levels with the appropriate mandate so that progress and quality can continue to be ensured.
	Explanation	The option of escalation does not affect the right to claim liability (as referred to in Article 26 ARBIT 2022) or to dissolve and terminate (as referred to in Article 30 ARBIT 2022).

VSP-P07	Title	Escalation process
	Requirement	If, in the opinion of the Contracting Authority and/or the Contractor, the requirements set and/or agreements are not complied with at the operational level with regard to the Performance/Service to be provided, at any point in time, and this results in a dispute, both the Contracting Authority and/or the Contractor may submit/escalate this dispute to the tactical level, following notification. If the dispute referred to in the previous paragraph cannot also be resolved in a timely manner or at all at the tactical level, both the Contracting Authority and the Contractor may submit/escalate this dispute to the strategic level, following notification. The Parties should use the following contact and escalation lines, in which respect the Contracting Authority's board may be represented by the responsible department head. 
	Explanation	-

4.3 Project management plan

The performance of the work requires a project management plan through which the Contractor, the Contracting Authority and the COE responsible for installation and integration collectively control the project.

VSP-P08	Title	Contents of the project management plan
	Requirement	The project management plan must <i>in any event</i> include the following table of contents/subjects: 1. Introduction a. Vision and objectives regarding services and delivery b. Overview of the project management plan c. References 2. Starting points, dependencies and preconditions



3. Scope of services and delivery
 - a. Product breakdown (construction of different radar systems)
 - b. Product breakdown of the software (including licences etc.)
 - c. Overview of work and services to be performed (per SIT, FAT, SAT, commissioning, etc. with regard to various radar systems)
4. Project organisation
 - a. Project schedule
 - b. Staffing (ensuring continuity, capacity and availability of employees)
 - c. Knowledge of employees
5. Project approach
 - a. General project approach
 - b. Project management (procurement management, scope management, schedule management, risk management, safety)
 - c. Description of the FAT
 - d. Installation work approach, for the benefit of the support and advice the Contractor provides to the COE (requirements and preconditions with regard to people and resources and how the performance will take place)
 - e. Test approach (mutual relationship of tests and tasks and responsibility) and support by the Contracting Authority in the performance of the SIT, Validation and SAT with regard to people and resources
6. Quality management
 - a. Quality assurance approach within this project (e.g. Plan Do Check ACT cycle)
 - b. Overview of procedures to be applied, work instructions, inspection/verification report regarding radar systems to be delivered from the Contractor's quality management system.
 - c. Additional measures (if necessary)
7. Security management
 - a. Approach and organisational security management
 - b. Overview of the security organisation and security procedures, etc. to be applied with regard to the Contractor's security management system
 - c. Additional measures (if necessary)
8. Project communication
 - a. Approach to progress consultations
 - b. Progress report
 - c. Approach to technical consultations
 - d. Reporting on technical consultations
9. Documentation
 - a. Overview of proprietary documentation to be produced (e.g. initiation, delivery, installation and transfer phase and project management)
 - b. Overview of supplier documentation to be submitted



Important:

For the sake of completeness, in addition to the paragraphs in the text of the project management plan, the requirement number from the tender documents must be stated in the margin as a reference.

Explanation	Proprietary templates may be used. As a result, the table of contents may look different. What is important is that the topics listed are in any event addressed substantially.
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4.4 Project management

This section includes the requirements for project management with regard to:

- Quality management;
- Scope management;
- Scheduling management;
- Procurement management;
- Risk management;
- Security;
- Security management.

4.4.1 Quality management

The Contractor must perform the work in accordance with its quality management system. It is important that the Contractor makes it clear how it will apply its quality management system when performing the project.

VSP-P09	Title	Performance of work in accordance with the quality management system
	Requirement	The Contractor must perform all work in accordance with its quality management system. If the analysis of the work to be carried out and the activities identified in the schedule shows that there are work and activities that are not supported by the procedures, rules, working methods etc. present in the quality assurance management system, additional measures must be taken for this.
	Explanation	The quality management system may not fully cover all the work and activities to be carried out in this project. If it is concluded that this is the case, additional measures must then be taken specifically for this project. These measures (if necessary) must be identified in the project management plan and worked out later.

VSP-P10	Title	Project management plan and quality management system
	Requirement	In its project management plan, the Contractor must describes all quality processes, procedures, rules, etc. that it will apply in the context of this project.



Explanation	See table of contents of the project management plan. References may also be used to the relevant procedures/work rules etc. of the proprietary quality system.
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VSP-P11	Derogations	
	Title	Derogations
	Requirement	The Contractor must continuously monitor the correct application of the quality management system, and deviations must be: 1. identified, recorded and communicated to the Contracting Authority; 2. assessed and corrected; 3. evaluated and desired improvements must be implemented. 4. All deviations identified and actions taken must be registered in a Deviation Register; 5. The Contractor must submit a change proposal if it believes that a deviation is of a permanent nature.
	Explanation	-

VSP-P12	Deviation Register	
	Title	Deviation Register
	Requirement	The Deviation Register to be prepared and used by the Contractor must in any event contain the following for each deviation: 1. unique consecutive number of the deviation; 2. description of the deviation; 3. date of observation; 4. responsible actor; 5. status of correction; 6. date on which the corrective measure(s) will be implemented; 7. closure date of the deviation report. The Deviation Register must be submitted to the Contracting Authority every two months as part of the progress report.
	Explanation	This concerns the Deviation Register for quality assurance. There is also a Change Register, but it concerns deviations from the scope of the project.

4.4.2 Scope management

The Contracting Authority considers scope management an important part of project management. What is important in this context, is that the Contracting Authority and the Contractor have a similar and clear picture of exactly what has been delivered, and what changes in scope have been mutually agreed (with or without consequences for the schedule and costs).



VSP-P13	Scope management and delivery register	
	Title	
	Requirement	The Contractor must maintain a delivery register (Delivery Control List) through which it monitors the scope. The delivery register must be submitted to the Contracting Authority every two months. This delivery register must in any event include the following topics/columns: 1. systems/products to be delivered; 2. per test and production unit: a. scheduled date of delivery at the location in consultation with the COE and CRTE; b. status of delivery (ordered/on transport/delivered/accepted); c. scheduled date of the SIT; d. scheduled date of the SAT; e. dates of delivered and accepted statuses.
	Explanation	This register is a practical, dynamic document supplementary to the schedule, which always reflects the current situation. It is also an appendix to the bi-monthly progress report and is discussed during the progress consultations. Dates are determined in consultation with the Contracting Authority.
VSP-P14	Change management and change register	
	Title	
	Requirement	The Contractor must maintain a change register for monitoring the scope of the project that must in any event include the following topics/columns: 1. unique consecutive number; 2. description of the change; 3. party submitting the change request; 4. status of the change request (received/handled/approved/performed); 5. date of change request status; 6. date of review/acceptance. The change register must be submitted to the Contracting Authority every two months as part of the progress report.
	Explanation	The purpose of this change register is to manage the <u>scope</u>. There is also a Deviation Register, but it concerns deviations in the context of the quality management system The change register is also an appendix to the progress report and is discussed during the progress consultations. The change process described in the quality system may be used.

4.4.3 Scheduling management

It is very important that the radar systems are delivered on time. If they cannot be installed on time at the test location and final location, there will be significant consequences (in terms of time and money, among other things). Orders must therefore be placed early and delivery times must be guaranteed.



VSP- P15	Preparing the schedule	
	Title	
Requirement	Requirement	The Contractor must prepare a schedule for the entire project in consultation with the Contracting Authority and the COE. The schedule must in any event provide insight into the following matters: 1. the defined project phases; 2. procurement, delivery time, transport activities; 3. installation, FAT, SIT, Validation (Category A) and SAT activities; 4. the dates regarding milestones orders and deliveries; 5. the dates of progress consultations; 6. The group of activities and deliveries are recognisably assigned to teams or individuals (of the Contractor, the Contracting Authority and third parties involved in the performance) The schedule must be accurate: 7. on a monthly basis overall; 8. on a weekly basis for the next four months (ongoing); 9. The schedule must be precisely coordinated with the COE, in which respect the starting point is that 12 months prior to delivery, the Contracting Authority will inform the Contractor when the radar system must be delivered and the Contracting Authority will indicate what type of turning unit must be delivered for the category A radar system. 10. The schedule must be precisely coordinated with the COE and the Contracting Authority, in which respect the starting point is that four weeks prior to the date referred to at 9, the Contracting Authority will discuss the exact date and time of delivery of the radar system.
		Explanation The starting point is the indicative schedule included in section 2.3.
VSP- P16	Scheduling management	
	Title	
Requirement	Requirement	The Contractor must take all necessary measures to ensure that the deliveries take place and the work is performed in accordance with the schedule in section 2.3, including agreements made. The Contractor must maintain the schedule and submit an updated version every two months, depicting: 1. the agreed work and additional agreed work; 2. the progress line; 3. a summary of measures taken to safeguard the schedule. The up-to-date schedule must be submitted to the Contracting Authority every two months as part of the progress report.
		Explanation -



VSP-P17	Inform the Contracting Authority of deviations from the schedule	
	Title	
	Requirement	The Contractor must promptly notify the Contracting Authority if the delivery or provision of a product or service identified in the schedule will change more than 1 week from the date included in the latest version of the schedule known to the Contracting Authority. If such a situation occurs, the Contractor must register this in the progress report and indicate at the next progress meeting what the cause is and what control measures the Contractor has taken to remain in compliance with the Contract.
	Explanation	-

4.4.4 Procurement management

When procuring the radar systems, software, spare parts, etc., it is of importance that even after completion, the Contracting Authority retains all ownership rights. The Contractor has an important role in this, as it handles the procurement.

VSP-P18	Procurement management	
	Title	
	Requirement	The Contractor will procure all the necessary equipment, materials, hardware and software products in a timely manner, ensuring that: 1. All equipment/hardware and software is purchased in the name of the Contracting Authority and is fully transferable to the Contracting Authority or to a third party to be designated by the Contracting Authority; 2. The agreements (procurement, maintenance, licensing, etc.) have been entered into in such a way that the Contracting Authority has an unlimited right of use for all licences with respect to all equipment, software, standard components and/or documentation and that the supplier(s) of the software provide the Contracting Authority with new versions of the software, security patches and reports of vulnerabilities; 3. The Contractor will manage the agreements (purchase, maintenance, licensing, etc.) entered into by it with suppliers until they are transferred to the Contracting Authority, whereby it will keep full records of these agreements and amendments/additions thereto; 4. The Contracting Authority will be provided with a complete list of all purchased products with further information such as, for example, version, type, model, number, term of licences, term of warranties and suchlike, with the bi-monthly progress report. 5. Immediately after the agreements, licences, etc. entered into with third parties in the Contracting Authority's name are transferred to the Contracting Authority.
	Explanation	The Contracting Authority itself wants to have all agreements, licences, etc. with the manufacturer/supplier at its disposal.

4.4.5 Risk management;

The risks concern not only timely delivery of the radar systems and their functioning. They also concern services such as installation and testing (see security).



VSP-P19	Title	Risk analysis and risk management
	Requirement	The Contractor must perform a risk analysis and risk management during all phases of the implementation of the project: 1. The Contractor must identify and analyse the risks associated with the performance of the work for each discipline; 2. The Contractor must include the risks identified by the Contracting Authority in its risk inventory; 3. The contractor must quantify every identified and analysed risk and establish control measures for each identified and analysed risk and be able to demonstrate that the control measures have been taken.
	Explanation	-
VSP-P20	Title	Control measures
	Requirement	Based on the identified risks and the duration of the relevant work to which the risks relate, the Contractor must: 1. implement the established control measures; 2. assess the effects of corrective and preventive measures taken; 3. if necessary, take additional measures to realise the desired improvements.
	Explanation	-
VSP-P21	Title	Register of risks
	Requirement	The Contractor must perform risk management (risk analysis and risk control) by creating and maintaining a risk register that includes in any event: 1. The identification of the risks; 2. The description of the risk; 3. The cause of the risk; 4. The estimate of the probability of the risk occurring; 5. The possible consequences if the risk occurs; 6. The possible consequences in time and money; 7. Who owns the risk; 8. What the control measures are; 9. What the effectiveness of the control measures are; 10. The status of control measures. This risk register is established in the initiation stage and is updated throughout the term of the project. A current version of the register is provided bi-monthly as a subdivision of the progress report.
	Explanation	The current status of the register is provided as an appendix to the progress meeting agenda and discussed in the progress meeting.



4.4.6 Safety

As personnel will be working at the test location and the final location, the necessary safety measures will need to be identified in advance.

VSP-P22	Title	Safety Plan
	Requirement	The Contractor, in consultation with the Contracting Authority and the COE, will prepare a safety plan that includes: 1. An overview of the work for which safety is of importance; 2. The risk assessment regarding this work and its classification; 3. The measures to be taken; 4. The personnel to be deployed; 5. The necessary personnel training and certifications 6. The coordination and safeguarding of the implementation of security measures.
	Explanation	Based on the Contractor's safety plan, the COE is permitted to interpret the technical/operational installation responsibility in accordance with the "Rijkswaterstaat Security Manual NEN3140" [VEIL].

VSP-P23	Title	Risk analysis method
	Requirement	The Contractor will, in cooperation with the Contracting Authority, conduct a risk assessment based on the Fine & Kinney method.
	Explanation	The Contracting Authority will provide a template for this purpose. This template will be used in group sessions.

4.4.7 Security management

The Contractor and the Contracting Authority and the CRTE must jointly ensure that all software and the environment is secure. For the Contractor, this concerns its own environments and the method of supplying software, for the Contracting Authority this means providing for properly secured networks and production environments.

VSP-P24	Title	Data protection
	Requirement	The Contractor must secure that part of its information provision required for the records and files requested by the Contracting Authority and required in the processing of the Contracting Authority's classified information, documents, the software development environments and the software to be supplied to the Contracting Authority in such a way that they are protected against loss, unauthorised access and unauthorised modification.
	Explanation	-



VSP-P25	Use Third-Party Access	
	Title	
	Requirement	Remote access of all information systems involved in the radar systems in the Contracting Authority's network is permitted only through a specially equipped Third Party Access service of the Contracting Authority. To this end, the Contractor must demonstrably comply with the security guidelines of IEC 27002 and CSIR 2.4 version for RWS procurements 23042021.
	Explanation	-

VSP-P26	Secured processes	
	Title	
	Requirement	The Contractor must have operationally secured processes for the safe removal of media, transportation of media, management of removable media and the irreversible removal of unnecessary content from reusable media involved in the Performance, in accordance with the Guideline [BIOAFV].
	Explanation	-

VSP-P27	Physical security and procedures	
	Title	
	Requirement	The Contractor must have defined physical security areas and use them to protect areas containing sensitive or vital information and information processing facilities related to the project. The Contractor must be able to demonstrate that it has operationally secured procedures for working in secure areas. The Contractor must be able to demonstrate that it has operationally secured procedures for the protection of unsupervised information systems involved in the project.
	Explanation	-

VSP-P28	Registration and treatment of abnormalities	
	Title	
	Requirement	The Contractor must specifically consult the Contracting Authority about deviations from the security requirements for processes and information systems involved in the Performance. The Contractor must record these deviations with an explanation and describe any residual risk. Reporting on this is takes place with an appendix in the progress report.
	Explanation	-



VSP-P29	Secure Software supply	
	Title	
	Requirement	The Contractor must take all measures to ensure that the software supplied is free of vulnerabilities such as viruses, trojan horses and all other forms of malware. The Contracting Authority performs a security scan using common testing methods and penetration tests to ensure that the software to be supplied does not contain any vulnerabilities before the software is supplied and installed and report to the Contracting Authority about this.
	Explanation	This is to ensure that no intrusion is possible through this software of the NNV network and the Contracting Authority's computing centres. This applies both to the first software supply when the radar system is delivered and to all subsequent new versions of the software, (security) patches etc.

VSP-P30	Secure environment	
	Title	
	Requirement	The Contractor must have a fully secure environment through which it maintains the radar systems software and gains access to the radar systems environment at the Contracting Authority.
	Explanation	This refers to the "third party access" that allows the Contractor to access the radar systems for remote management. See CSIR 2.4 version for RWS procurement 23042021



4.5 Project communication

Coordination between the Contracting Authority and the Contractor for the implementation of this project will take place in several ways:

- A start-up consultation;
- Aligned documentation with regard to the project management plan and technical documentation, among other things;
- Structured progress consultation on the overall progress of the project, conducted by mandated personnel of the Contracting Authority and the Contractor;
- Technical project consultation between subject matter experts as much as needed;
- Informal coordination between individuals;
- Exchange of documentation in various ways.

VSP-P31	Start-up consultation	
	Title	
	Requirement	The Contractor will participate in the Start-up consultation with personnel involved in the project who fill key roles such as, among other things: 1. Responsible management of this project; 2. Project manager; 3. Contract manager; 4. Lead architect/engineer. In the start-up consultation, the Contractor will give presentations by topic: 1. Overview of radars, spare parts and software offered; 2. Overview of project management plan 3. Schedule; 4. Testing and acceptance process; 5. Overview of risks. The Contractor prepares a report of the Start-up consultation.
	Explanation	The Contracting Authority takes the initiative and organises consultations. This consultation will take approximately 4 hours. Participants from the Contracting Authority include, among others: • Shipping Management Department of RWS/CIV Department; • Project management of VTS Waddenzee and Wijk bij Duurstede project; • Procurement manager of the Contracting Authority; • Contract manager; • Technical content advisers and testers; • Managers.
VSP-P32	Review Project management plan and schedule	
	Title	
	Requirement	Within 3 weeks, the Contractor will organise a review, in cooperation with the Contracting Authority, of the draft project management plan in which the following is addressed: 1. Comments of the Contracting Authority on the draft project management plan; 2. Deployment of personnel by the Contractor; 3. Schedule; 4. Risks; 5. Changes to be made to the draft Project Management Plan.



	Explanation	Participants from the Contracting Authority include, among others: 1. Project management of VTS Waddenzee and Wijk bij Duurstede project and LUV VTS; 2. Contract manager; 3. Technical content advisers and testers.
VSP-P33	Title	Review technical documentation radar systems
	Requirement	Within 3 weeks, the Contractor will organise a review, in cooperation with the Contracting Authority, of the draft technical documentation of the radar systems in which the following is addressed: 1. Comments of the Contracting Authority on the draft Radar Systems Specification; 2. Explanatory notes to the technical questions of the Contracting Authority; 3. Changes to be made to the draft Radar Systems Specification.
	Explanation	The changes concern additions and clarifications. Participants from the Contracting Authority include, among others: 1. Project management VTS Wadden and Wijk bij Duurstede project and LUV VTS project; 2. Technical content advisers and testers; 3. Third parties (including radar specialists).
VSP-P34	Title	General documentation templates
	Requirement	The Contractor must, in consultation with the Contracting Authority, prepare and use at least the following documentation templates: 1. Agendas; 2. Minutes of the progress consultations; 3. Minutes of the technical project consultations; 4. Technical/Project memos; 5. Delivery Control List; 6. Deviation register; 7. Risk register; 8. Request for change; 9. Change register; 10. Progress report.
	Explanation	To the extent already present in the Contractor's quality system, the templates established therein may be used.



VSP-P35	Progress consultations	
	Title	
	Requirement	The Contractor will hold progress consultations with the Contracting Authority once every 2 weeks in the initiation phase and test phase and report on it through the progress reports of these consultations. The Contractor will conduct progress consultations in the Delivery Phase, Transfer Phase and Completion Phase with the Contracting Authority and parties involved in the realisation as much as necessary and provide reports in which: 1. The Contractor is represented by in any event the project manager, contract manager and minutes taker; 2. The Contractor, in consultation with the Contracting Authority, will prepare the agenda, which will include at least the progress report to be discussed and its appendices; 3. The agenda with the progress report and appendices for the past 2 months are submitted at least 5 business days before the agreed date; 4. The draft minutes are submitted to the Contracting Authority for approval within 5 business days of the consultation; 5. The approved minutes are sent to the parties involved, including any appendices. The following further applies: 6. The progress consultations will take place at the Contracting Authority's premises in Delft, unless otherwise agreed upon; 7. The progress consultations will be in Dutch, unless otherwise agreed upon with the Contracting Authority;
	Explanation	See also Clause 3 [ARBIT]



VSP- P36	Progress report	
	Title	
	Requirement	The Contractor prepares the 2-monthly progress report, which will address the at least the following topics: 1. Overview of work performed and deliveries made; 2. Overview of planned work and deliveries in the next 2 months; 3. Status of checks, testing, assessments and acceptance; 4. Progress according to the schedule; 5. Status of change requests; 6. Quality assurance and observed deviations; 7. Status of risks; 8. Status of invoices and payments. 9. Other relevant topics concerning the project; The following appendices are attached to the progress report: 10. Up-to-date schedule with progress line; 11. Delivery register; 12. Deviation register; 13. Risk register; 14. Change register; 15. Invoicing Overview.
	Explanation	-
VSP- P37	Technical project consultation and report	
	Title	
	Requirement	The Contractor must, as often as necessary, conduct technical project consultations with the Contracting Authority, third parties and other parties involved in the implementation of this project, in which regard: 1. The Contracting Authority and the Contractor together determine the agenda and date of the consultation; 2. The Contractor prepares the agenda and minutes; 3. The Contractor, in conjunction with the Contracting Authority, prepare and submit the agenda at least 2 business days before the date set; 4. The Contractor provides the memos, notes, documents, changes, etc. to be discussed as appendices to the agenda; 5. The draft report is submitted to the Contracting Authority for approval within 3 business days of the consultation; 6. The approved report is sent to the parties involved. Technical consultations will take place at the Contracting Authority's locations (Delft, Stellendam) or at other locations (including final locations) agreed upon between the parties.
	Explanation	This operational consultation covers all technical, installation, test aspects, etc. Part of the technical consultation also includes the analysis and determination of the list of critical spare parts. This consultation is separate and apart from the progress consultation. The frequency depends heavily on the state of affairs at the time. Matters discussed here may need to be addressed in the progress consultation and any decisions there may need to be affirmed by those mandated for this purpose.



5 Specific process requirements regarding delivery and services

5.1 Transport

VSP-P38	Title	Transportation to Test Location
	Requirement	Transportation can only take place after receipt of: 1. the associated system documentation, test documentation and transportation documentation; 2. The FAT report approved by the Contracting Authority. Transportation will be confirmed with the Contracting Authority at least five days in advance and the Contracting Authority will confirm that the transportation can be received by it on the date specified. Deliveries can be accepted only on business days during office hours.
	Explanation	-Transportation cannot take place until such has been coordinated with the COE.

5.2 Testing and Acceptance

The Contracting Authority has agreed on a testing process in consultation with its stakeholders. For a description of the testing process to be used, see Section 2.2.

VSP-P39	Title	Structured test design
	Requirement	In the test plan, the Contractor will use a test design that allows for structured, reproducible and verifiable testing of components, subsystems, software, systems and integration testing, security testing, etc. The Contractor will perform the tests in accordance with the test procedures approved by the Contracting Authority and within the scope of the Contractor's responsibility, see the RACI table.
	Explanation	It is recommended that the test design is initially chosen such that it is (re)usable for all radar systems to be delivered.

VSP-P40	Title	Independence of testing
	Requirement	The test design described in the test plan must be modular such that components can be tested independently.
	Explanation	This enables autonomous testing of components and minimises dependencies.

VSP-P41	Title	Completeness of testing
	Requirement	The test plan must demonstrate that all tests to be conducted collectively provide a complete test coverage of all requirements placed on the radar system.
	Explanation	-



VSP-P42	Factory Acceptance Test (FAT)	
	Title	
	Requirement	The Contractor performs a Factory Acceptance Test demonstrating that <i>the complete radar system</i> with all its components and the implemented software is functioning properly.
	Explanation	Thus, it is not a FAT of separate systems/components. The Contracting Authority wants to avoid the possibility that upon installation it is found that the various components cannot be assembled properly and/or the thing as a whole does not function. The FAT includes all necessary security tests including penetration tests, basic tests, burn-in tests, completeness check.

5.3 System documentation

Upon handover of a category radar system, system documentation must be provided so that the Contracting Authority has a good understanding of the radar system delivered.

VSP-P43	System documentation	
	Title	
	Requirement	The Contractor provides a complete set of system documentation for each radar system. System documentation of the radar systems and their components consist of at least: 1. Functional and technical: a. Technical specifications and drawings of the hardware b. Operating Manual c. Instruction/training d. System specifications; e. Functional design and operation; f. Design calculations; g. (Performance) Datasheets; h. EMC data and protection. 2. Software documentation: a. Functional operation; b. Software installation/deinstallation; c. User Manuals; d. Software version numbers.
	Explanation	-

5.4 Installation; installation plans and documentation

The COE will install the radar systems provided. This requires an installation plan and installation documentation for each category of radar system to be prepared by the Contractor.



VSP-P44	Title	Installation Plan
	Requirement	The Contractor, in consultation with the Client, will prepare an installation plan per radar to be installed, per commissioning location (test location and final location) addressing, at least: 1. The identification of system components/devices; 2. System and testing documentation 3. Assembly regulations and assembly drawings; 4. Electrical connection regulations and drawings; 5. Network connection regulations and drawings; 6. Software installation; 7. Applicable system/software documentation; 8. Method of commissioning and tests to be performed; 9. Support for acceptance testing (SAT); 10. Required personnel and expertise; 11. Required supplies and support from the Contracting Authority and other parties; 12. Detailed planning, this will be prepared in consultation with the COE. Documentation provided by suppliers on an "as-is" basis can be used.
	Explanation	This is a detailed plan to be developed for each radar to be delivered. A template that is adapted to the specific situation can be used.
VSP-P45	Title	Installation documentation
	Requirement	Installation documentation with regard to the radar systems and their components consist of at least: 1. Components list incl. type number and version number; 2. Construction drawings and diagrams; 3. Dimensions and weights; 4. Instruction for hoisting 5. Details regarding mechanical installation and fastening means to be used; 6. Electrical data; 7. Supply voltage and power (including power surge at start-up); 8. Connection diagrams (including grounding and lightning protection);
	Explanation	-
VSP-P46	Title	Set up and conducting of training for the purpose of the installation
	Requirement	The Contractor will provide on-site training (test location and final locations) for the COE's installer so that the radar system is properly installed.
	Explanation	-The installation of the radar system is performed by the COE. If the COE indicates that training is needed due to, for example, unfamiliarity with the radar system, the Contractor will provide this training.



VSP-P47	Title	Safety switch
	Requirement	The Contractor provides a corresponding Safety Switch for both the test location and final locations.
	Explanation	

VSP-P48	Title	Providing a backup of the software
	Requirement	The Contractor provides a backup of the transceiver software and configuration in the version provided and accepted by RWS in the SAT;
	Explanation	

VSP-P49	Title	Following the standard hardening profile
	Requirement	The Contractor removes vulnerabilities and follows the standard hardening profile of the platform used so that the radar system is resistant to known cyber security risks; This requirement is performed before transport of the radar system.
	Explanation	

VSP-P50	Title	Deactivate unused external interfaces
	Requirement	The Contractor deactivate unnecessary data network services and ensure that access to unused portals are blocked once the radar system goes into effect at the final location.
	Explanation	We define portals as: any connection to the device such as extra network interfaces and USB-portals.

5.5 Test Documentation

VSP-P51	Title	Test documentation
	Requirement	Test documentation consists in any event of: 1. Test plan for internal tests, installation and commissioning tests, tuning tests, FAT; 2. EC-conformity certificate for each radar delivered; 3. Certificates for materials and equipment for each radar; 4. Calibration certificates for each radar; 5. Material and construction inspection reports 6. Surface treatment inspection reports for each radar; 7. Test procedures for internal tests, installation and commissioning tests, tuning tests, FAT for each radar system; 8. Test reports of internal tests, installation and commissioning tests, tuning tests, FAT for each radar system;



Explanation

VSP-P52	Title	Test plan
	Requirement	The Contractor prepares a test plan, based on the prescribed test process in Section 2.2. At a minimum, this test plan describes: 1. All tests to be performed by the Contractor and acceptance tests to be performed by the Contracting Authority; 2. A brief substantive description of each test; 3. The consistency and phasing of tests; 4. The organisation and deployment of personnel; 5. The necessary testing and tuning tools; 6. The necessary testing documentation; 7. The necessary support from the Contracting Authority;
	Explanation	This test plan supplements and expands on the section on testing in the project management plan.

VSP-P53	Title	Structure of testing procedures and protocols.
	Requirement	The Contractor develops all testing procedures and protocols identified in the Test Plan. The testing procedures must be detailed enough to ensure that the tests are reproducible, whereby: 1. the performance of the tests by third parties are verifiable; 2. the test cases are modular so that regression tests and retests can easily be composed based on future changes; 3. the procedures are consistent with any test tools, stubs, simulations, etc. used.
	Explanation	This refers to the test procedures and protocols of the tests for which the Contractor is responsible, such as the FAT. Existing standard procedures and protocols may be used. It is recommended that the remaining non-standard test procedures be set up as generically as possible so that they can be (re)used for all radars to be supplied.

VSP-P54	Title	Structure of test reports
	Requirement	Test reports must be consistent with test procedures and must collectively demonstrate the correct operation of all radar system features.
	Explanation	-

VSP-P55	Title	System Integration Test (SIT)
	Requirement	The Contractor supports the Contracting Authority in preparing and conducting the SIT of each radar system. Contractor: 1. Advises on the drafting of the SIT procedure; 2. Is present with qualified personnel to conduct the SIT and validate for Category A radar systems.
	Explanation	The SIT is conducted on behalf of the Contracting Authority in cooperation with the Contractor.



VSP-P56	Title	Validation
	Requirement	The Contractor supports the Contracting Authority in preparing and conducting the validation of the Category A radar system. Contractor: 3. Advises on the drafting of the validation procedure; 4. Is present with qualified personnel when conducting the validation.
	Explanation	The Validation is conducted on behalf of the Contracting Authority in cooperation with the Contractor.

VSP-P57	Title	Site Acceptance Test (SAT)
	Requirement	The Contractor supports the Contracting Authority in preparing and conducting the SAT of each radar system. Contractor: 1. Sets up the SAT protocol; 2. Is present with qualified personnel when conducting the SAT.
	Explanation	The SAT is conducted on behalf of the Contracting Authority in cooperation with the Contracting Authority.

VSP-P58	Title	General structure of the acceptance protocol for the SAT
	Requirement	The Contractor will support the Contracting Authority in going through the SAT acceptance protocols. An acceptance protocol includes, at least: 1. Demonstration of proper interfacing with RWS's VTS. 2. Checking the completeness of the delivery (including documentation); 3. Checking the test reports and certificates provided with the radar system; 4. Checking the installation and assembly; 5. Checking the provided software and versions (including documentation); 6. Checking the tuning/configuration settings; 7. Demonstration of proper operation of the radar system and quality of radar data; 8. Demonstration of remote management; 9. Mention of all acceptance criteria addressed with the acceptance protocol.
	Explanation	The Contractor is and remains responsible for its own test design and execution in accordance with its own quality system.



5.6 Maintenance documentation

The radar systems must be maintainable. This maintenance will be performed by the the COE. Maintenance documentation is required for this personnel.

VSP-P59	Maintenance documentation	
	Title	
	Requirement	The Contractor provides maintenance documentation for each radar system. Maintenance documentation of the radar systems and their components consist of at least: 1. Maintenance schedule preventive maintenance and required maintenance tools; 2. Advice for the purpose of a maintenance plan.
	Explanation	This concerns the maintenance of radar system equipment.
VSP-P60	Documentation of the software tools	
	Title	
	Requirement	The Contractor provides installation, tuning and user documentation. This documentation in any event consists of: 1. Software installation/deinstallation instructions for the radar systems; 2. Software installation/deinstallation instructions for the monitor tools; 3. User manuals for monitoring and tuning the radar systems.
	Explanation	This concerns software maintenance of the radar systems.



5.7 Transfer plan

Each radar system delivered will be transferred to a management organisation after the SAT. This must be done carefully so that radar systems continue to function without interruption.

VSP-P61	Transfer plan	
	Title	Transfer plan
	Requirement	The Contractor, in consultation with the Contracting Authority, must prepare a Transfer Plan for the transfer of a radar system, covering at least the following topics: 1. General approach and working method; 2. The identification of all items that will be transferred, including: a. Radar systems and their components; b. Software; c. Specialist resources and tools; d. Documentation; e. CMDB. 3. Documentation to be provided; 4. Transfer procedures; 5. Set up of the transfer; 6. Advice to the COE responsible for the installation, integration, management and maintenance of the radar systems; 7. The required effort of the Contracting Authority and/or third parties. The Transfer Plan must meet all requirements regarding the implementation of the Transfer Phase.
	Explanation	This is a general plan that applies to any radar system to be transferred
VSP-P62	Transfer checklist	
	Title	Transfer checklist
	Requirement	The Contractor, in consultation with the Contracting Authority, will prepare a checklist for each radar system that includes all items to be transferred.
	Explanation	A checklist is prepared for each individual radio system.



6 General Requirements regarding the documentation

The Contractor delivers documentation as specified in the preceding chapters. The following general requirements apply to documentation.

VSP-P63	Title	Dutch language
	Requirement	All documentation by the Contractor developed <i>specifically</i> for this project must be in the Dutch language, unless otherwise agreed with the Contracting Authority.
	Explanation	-
VSP-P64	Title	Drawings and diagrams
	Requirement	All drawings made specifically for this project are prepared in drawing software (CAD) suitable for this purpose. The following applies in this respect: 1. The drawing software to be used is freely available directly through third parties (dealer, supplier) as a standard product; 2. No specific customisations and ad-ons or plug-ins developed by the Contractor itself will be used; 3. The electronic files conform to an international (de facto) standard (e.g., DWG), so this can also be opened by other drawing software.
	Explanation	-
VSP-P65	Title	MS Office
	Requirement	All descriptive documentation produced specifically for this project must be readable and editable using version 2016 and higher of MS Office (Word, PowerPoint, Excel, etc.), whereby: 1. All documentation will be sent to the Contracting Authority in the form of an electronic file; 2. File names used will include at least a unique identification based on the identification system used for the documents in question, the document title and version number; 3. Drawings included in the documentation and created with PowerPoint or Visio must also be provided as a separate file. It is only allowed to provide a file in .pdf version signed by both parties for the purpose of legal validity.
	Explanation	In the context of sustainability and the environment, work is performed electronically as much as possible.



VSP- P66	Standard documentation	
	Title	
	Requirement	All standard documentation provided with a standard product is provided as supplied by the Contractor or the supplier with the package, whereby: 1. The language in which the standard documentation is provided is English or Dutch; 2. If components of standard documentation explicitly belong to the documentation developed specifically for this project, this specific documentation is explicitly referenced therein; 3. The reference includes both the document title, version number and referenced chapter or section number.
	Explanation	Standard documentation refers to all documentation developed and maintained by the Contractor or a supplier as a component of the delivery with the ordered product. This includes descriptions, standard test/checklists, standard installation and user instructions, technical drawings, etc. This way, if a specific document is developed for the project, standard documentation that already exists can be used. However, it is important that reference is made to this.
VSP- P67	Version management	
	Title	
	Requirement	The Contractor must perform version verifications on all documentation and changes. Version verification includes in any event: 1. Version number; 2. Date; 3. Authors (also in case of changes); 4. Approval for release, if required.
	Explanation	Can be done in accordance with quality system.