



Tender Specifications annexed to Invitation to Tender

Ref. SJU/LC/0088-CFT

22nd January 2013

Provision of Unified Communication Services and Supplies

1 Introduction

1.1 Acronyms and terminology

ATM	Air Traffic Management
SESAR	Single European Sky ATM Research Programme
SJU	SESAR Joint Undertaking (European Union body under Council Regulation (EC) No 219/2007 as amended by Council Regulation (EC) No 1361/2008)
EUROCONTROL	European Organisation for the Safety of Air Navigation, a founding member of the SJU

1.2 Introduction to the SJU

The purpose of the SJU created under Article 187 of the Treaty on the Functioning of the European Union, is to ensure the modernisation of the European air traffic management system through the coordination and concentration of all relevant research and development efforts.

The SJU is responsible for the implementation of the European ATM Master Plan and for carrying out specific activities aimed at the development of a new generation of air traffic management system capable of ensuring the safety and fluidity of air transport worldwide over the next thirty years. Further information on the activities of the SJU is available at www.sesarju.eu.

The SJU is based in Brussels, Belgium and employs 39 staff members and hosts a unit of EUROCONTROL of around 20 persons. There are additional 10 working positions for different experts, stakeholder representatives etc. present on a regular basis within the SJU premises. The SJU oversees the activities performed by its Members, which overall employ 2 500 full time employees in the Programme activities and different contributors who collaborate through a platform made available by the SJU (Extranet).

The SJU concentrates its resources on the core business and externalizes most of the support services, for example, IT, most of which is hosted by an external provider, the financial and accounting systems provided through the European Commission etc. As a result, connectivity and communications are critical to the capacity of the organization to perform its activities.

2 TERMS OF REFERENCE

2.1 Subject

The SJU aims at selecting one single tenderer for the provision of unified communication services and supplies detailed in four different lots below through a framework contract. The framework contract covering all the four lots will be implemented through specific contracts and orders, the models of those being annexed to the draft framework contract, itself annexed to the invitation to tender.

It is foreseen that the model for the specific contract will be used for the implementation of more complex services and/or supplies while the model for the order forms will be used for the implementation of less complex services and supplies.

Some of the services and/or supplies to be provided through specific contracts and/or order forms as the case may be under this framework contract are envisaged to be provided throughout the whole contract duration while other services and/or supplies shall be requested to be provided on short ad-hoc basis.

In order to ensure continuity of operations, the selected tenderer may have to take over the infrastructure and various internet and telephone services which are currently being used by the SJU on its premises, located at 100 avenue de Cortenbergh, 1000 Brussels, Belgium.

Nevertheless, tenderers are allowed to propose variants, understood as innovative technical or economic solutions that shall present an equivalent alternative to the SJU current set-up (“model solution”) as described in these tender specifications. Model solutions, existing at the SJU, are described below for each lot, followed by the description of the minimum requirements of equivalence a variant solution shall comply with for each lot.

The technical evaluation will therefore be conducted in two consecutive steps for the proposed variants. First the SJU will verify whether or not the proposed variant can be considered equivalent to the model solution and compliant with the listed minimum requirements (admissibility check). Secondly, if considered equivalent, the variant will be assessed against the award criteria detailed in section 3.4.1.2 below.

The tenderers may choose to provide a model solution or a variant solution or to provide both in one tender. In case the proposed variant solution complies with the minimum requirements of equivalence both the proposed variant and the model solution for the relevant tenderer will be assessed separately towards the award criteria detailed in section 3.4.1.2.

For the better understanding of the requirements the current SJU set-up is based on, the tenderers are invited to consult Annex III of these tender specifications, i.e. – Specifications attached to the Invitation to Tender SJU/LC/0009-CFP “Procurement of Voice Telephone System and Related Services for SESAR JU New Premises” that formed the basis for the selection of the current SJU contractor.

2.1.1 Structure of the call for tender

This call for tenders is divided into four lots, as follows:

Lot 1 - Voice Connectivity Services. Voice Connectivity Services include national and international calls and fax. Certain services - mobile telephony, Webex™, video-conferencing and renting of numbers - are already covered by on-going contracts and are therefore excluded from this call for tenders.

Lot 2 - Data Connectivity Services. The tenderer will be required to provide a solution allowing connecting and receiving information from Internet, including a failover scenario and a proactive monitoring of the WAN interfaces (i.e. routers).

Lot 3 - Maintenance of the existing telephony system (hardware and software) and provision of related services (such as training).

Lot 4 - Supply and maintenance of telephones, handsets and related accessories.

2.1.2 Starting date of the provision of services and transition plan

The current contract concluded by the SJU for the provision of similar services and supplies is coming to an end on 30 April 2013. The implementation of the framework contract with the selected tenderer is envisaged to start before the end of April 2013. Nevertheless, the exact date of execution will need to be confirmed with the SJU’s current contractor and the necessary handover date established.

The selected tenderer will be required to ensure the continuity of services and an efficient transition from the current to the selected solution. To this respect the selected tenderer will be invited to collaborate with the current SJU Contractor, Société Internationale de Télécommunication Aéronautique (*SITA*). The tenderers should therefore present in their tender a detailed transition plan, including methodology, different steps to be followed and related deadlines.

2.2 Description of required services

2.2.1 Lot 1 - Voice Connectivity Services

The selected tender will be required to provide Voice Connectivity Services which include national and international calls and fax. As already stated, mobile telephony, Webex™, video-conferencing and renting of numbers are excluded from this call for tenders.

2.2.1.1 Description of the existing Voice Connectivity Services

The SJU currently benefits from the following services:

1. Voice calls initiated internally on IP (from an IP phone or from a softphone on the LAN or connected to VPN) and terminated internally on IP;
2. Voice calls initiated internally on IP (from an IP phone or from a softphone on the LAN or connected to VPN) and terminated to the legacy public switched telephone network (PSTN);
3. Voice calls initiated from the legacy public switched telephone network (PSTN) and dispatched by the telephony system as voice call on IP (either on an IP Phone connected on the LAN or on a softphone connected to VPN or LAN); the SJU alarm system is connected to contracted security company via this model.
4. Fax : PSTN and IP (the latter using a certain format in the distribution list from MS Outlook);

Communications to the legacy public switched network (#2) are charged on a monthly basis, as a price per minute. The other kinds of communications (#1 & #3 & #4) are free of charges.

2.2.1.2 Variants for Lot 1

Tenderers may present an alternative solution to the current setup i.e a variant. In order for the proposed variant to be considered as an equivalent solution to the current model solution, the

variant shall as minimum requirements allow receiving and sending international and national calls and fax.

2.2.2 Lot 2 - Data Connectivity Services

The selected tenderer will be required to provide a solution allowing connecting and receiving information from Internet, including a failover scenario and a proactive monitoring of the WAN interfaces (i.e. routers).

2.2.2.1 Description of the existing Internet Connectivity Services

Currently, the SJU is using one main fiber leased line (Primary Internet - 10/8 Mb) and one backup fiber leased line (Secondary Internet - 10/6 Mb), allowing asymmetric connections. If a fault occurs on the primary link then traffic will automatically flow over the secondary connection. Once the primary link is restored, traffic will fall over back onto the primary link.

The whole production infrastructure, running the main systems like the Internet/Intranet/Extranet sites and the Program Management system, has been outsourced. So, the traffic on the line is mainly coming from the hosting data center and remote connections from/to the SJU premises.

It happened that the available bandwidth did reach the limit and that some users experienced a slower network. Moreover, a new video conferencing system, using the same lines, will be soon installed. Therefore, it is important to cover the expanding needs of the SJU.

On top of the above, the following features are currently available through the existing service:

1. Pro-active monitoring of the Internet service, reporting covering interface statistics (traffic utilization, IN-OUT), network performance (transit delay, packet loss), proactive management of the routers with router statistics (CPU utilization, site availability);
2. Conference calls;
3. VPN solution with encryption, based on the Internet as a transport mechanism, tunneling and PKI support;
4. IP Addressing / IP Address Management;
5. Single Domain Name;
6. Primary and Secondary DNS;
7. Additional DNS;

8. Additional Domain Name.

2.2.2.2 Variants for Lot 2

Tenderers may present an alternative solution to the current set-up, i.e a variant. In order for the proposed variant to be considered as an equivalent solution to the current model solution, the variant shall as minimum requirements allow data transmission and include a failover solution.

It is noted that the current conference call capability might be either a) redundant with some standard services coming with the telephony system or the future video conferencing solution, or b) not used in an optimal way. As such, the tenderer is free to propose a solution optimizing the current set up detailed above.

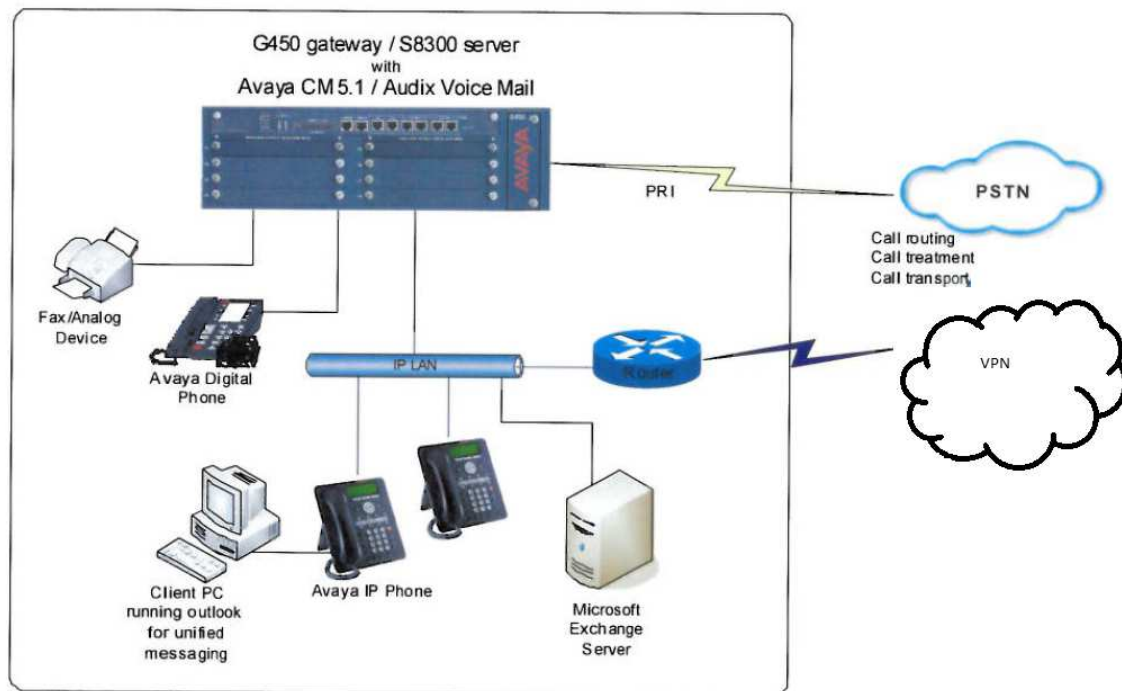
2.2.3 Lot 3 - Maintenance of the existing Telephony System (hardware and software) and related services (such as training)

The selected tenderer will be requested to provide maintenance services of the existing Telephony System (hardware and software) and their related services (such as training).

2.2.3.1 Description of the existing Telephony System

The telephony system (PABX) is hosted in the IT Room on the 4th floor of the SJU premises. The solution in place is a G450 media gateway from Avaya, combined with a S8300 Server. It consists in a 3U high, 19" rack mountable chassis with field-removable Supervisor Main Board Module, Power Supplies, Fan Tray, DSP resources and memory. It has eight Media Module slots that host a combination of interface boards to support T1/E1, ISDN-BRI, WAN interfaces, digital or analog telephones and analog trunks.

The following diagram depicts the current telephony solution for SJU. The VPN at the right hand side is used by the soft phones when users are working remotely.



The media gateway is made of modules which provide the following functions:

1. S8300 server blade which hosts the communication manager software (PBX OS);
2. E1 (ISDN PRI) trunk module for connection to PSTN;
3. Analogue module for analog device line connectivity, such as the Fax Service or used for connecting analog phones to a conference call;
4. DCP module for digital handset connectivity;
5. Voicemail which is another server module that fits in the chassis;
6. WAN port in the gateway to connect to site router for VOIP and Video conferencing.

The telephony system and the existing telephones (see Lot 4) will remain unchanged and will have to be considered as part of the initial hand-over.

2.2.3.2 Maintenance

The maintenance services shall cover at least preventive and corrective maintenance of the system (hardware and software). Maintenance shall be carried out by personnel qualified for the existing system. Upon the SJU's request, the tenderer shall be able to provide evidence of this requirement. A public range of 100 numbers has initially been configured. The SJU is currently using 93 numbers assigned to its staff members, fax, meeting rooms and lift areas (analog). The maintenance services shall cover the potential expansion of current range of numbers.

2.2.3.3 Variants for Lot 3

Tenderers may present an alternative solution to the current set-up i.e a variant. In order for the proposed variant to be considered as an equivalent solution to the current model solution, the variant shall as minimum requirements allow all kind of inbound and outbound, national and international calls for a community of about 100 users.

2.2.4 Lot 4 - Provision and maintenance of Telephones, Handsets and related Accessories

The selected tenderer will be required to provide, upon request, telephones, handsets and related accessories (including licenses) and ensure their maintenance as well as maintenance of the existing material.

2.2.4.1 Description of the existing Telephones, Handsets and related Accessories

The following handsets (and adequate licenses) are currently part of the SJU infrastructure:

- 86 IP handsets Avaya 9630,
- 10 IP handsets Avaya 9610,
- 4 analog handsets Gemini basic phones.

Other accessories are also available: octopus, hand-free handsets, conference call and microphone extensions.

Remark: some handsets are shared between several users, meaning that there are less handsets than users.

Avaya One XCommunicator is also used as home office telephony service. It is the soft IP phone solution for the SJU staff members working remotely on the VPN. Currently, there is a set of 15 staff members using the softphone solution.

2.2.4.2 Provision and maintenance

The maintenance services shall cover existing handsets, analog phones and related accessories.

The provision of new handsets, either to replace broken parts or to increase the existing stock/needs must also be considered. The new handsets (and adequate licenses) must offer at least the same features of the existing models and be compliant with the existing system (see Lot 3).

2.2.4.3 Variants for Lot 4

Tenderers may present an alternative solution to the current set-up i.e a variant. In order for the proposed variant to be considered as an equivalent solution to the current model solution, the variant shall as minimum requirements ensure the standard functions of the model solution.

2.3 Intellectual Property Rights

[NOT APPLICABLE]

2.4 Variants

Variants on the terms of reference are permitted and are described above for each lot.

2.5 Price

The tenderer shall provide together with the dully filled-in Template for the Submission of the Financial Scenario (Annex II) the price list of the relevant services and supplies offered. It should be noted, however, that the financial evaluation of the offers will be based solely on the information provided in the dully filled-in Annex II as set forth in section 3.4.2 of these tender specifications. The price list will form part of the tenderer's offer and will be annexed to the framework contract in case of award.

3 ASSESSMENT OF THE OFFERS AND AWARD OF THE CONTRACT

3.1 Introduction

The assessment will be strictly based on the content of the received offers and in the light of the criteria set out hereunder.

The assessment procedure will be carried out in three consecutive stages:

- Stage 1 – assessment in the light of exclusion criteria (see section 3.2. below),
- Stage 2 – assessment in the light of selection criteria (see section 3.3. below) and
- Stage 3 – assessment of the admissibility of variants and assessment in the light of award criteria (see section 3.4. below).

The aim of each of these stages is:

- To check on the basis of the exclusion criteria, whether tenderer can take part in the procurement procedure;
- To check on the basis of the selection criteria, i.e. legal, economic and financial, technical and professional capacity of each tenderer;
- To assess the admissibility of variants and to evaluate on the basis of the award criteria each offer which has passed the exclusion and selection stages.

3.2 Assessment in the light of exclusion criteria

Tenderers shall be excluded from participation in this procurement procedure if:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of a Member State which has the force of res judicata;
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the EIB and international organisations;
- (d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- (e) they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests;
- (f) they are subject to an administrative penalty referred to in Article 109(1) of Regulation (EU, EURATOM) No 966/2012 of the European Parliament and the Council of 25 October 2012, OJEU L 298/1 of 26.10.2012.

Accordingly, tenderers must provide a **Declaration on honour** (see Annex I), duly signed and dated, stating that they are not in one of the situations referred to above¹.

Nota Bene:

The tenderer to which the contract is to be awarded shall provide, following notification of award and preceding the signature of the contract, the **original** Declaration on honour (if provided in copy at the offer submission stage) and the following documentary proofs (**originals**)² to confirm the declaration referred to above:

- For the situations described in points (a), (b) or (e), a recent³ extract from the judicial record or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied.
- For the situations described in points (a) or (d), a recent⁴ certificate issued by the competent authority of the State concerned. With regard to point (d), the relevant documents must provide evidence covering all taxes and social security contributions for which the tenderer is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions.

Where the document or certificate referred to above is not issued in the country concerned and for the other cases of exclusion, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

The SJU may waive the obligation of a tenderer to submit the documentary evidence referred to above if such evidence has already been submitted to the SJU for the purposes of another procurement procedure and provided that the documents are not more than six (6) months old starting from their issuing date and that they are still valid. In such a case, the tenderer shall declare on his honour that the documentary evidence has already been provided in a previous procurement procedure and confirm that no changes in his situation have occurred.

¹ Where parts of the services are intended to be subcontracted the tenderer has also to ensure that the subcontractors satisfy the exclusion criteria as indicated in section 15 of invitation to tender Ref. SJU/LC/0088-CFT.

² Tenderers are strongly advised to explore the sources in their respective national legal systems for acquiring the required supporting documentation and the related deadlines, already at the stage of the preparation and submission of their offers, in order to avoid any delays in providing the documents in case selected for award of the contract.

³ Not older than 6 months.

⁴ Not older than 6 months.

Please refer to the following web page for additional information regarding the relevant requirements and model documents under national laws of the EU Member States:

http://ec.europa.eu/internal_market/publicprocurement/e-procurement/e-certis/index_en.htm.

3.3 Assessment in the light of selection criteria

The tenderer must have the overall capabilities (legal, economic, financial, technical and professional) to perform the contract. All the requirements listed below must be met in order to enter the next phase of the assessment in the light of award criteria.

Please note that in the selection phase, assessment focuses on the quality of the track record and not on the quality of the (technical) offer.

3.3.1 Legal capacity

Tenderers are requested to prove that they are authorised to perform the contract under the national law as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation or entry in the VAT register. The tenderer shall provide a dully filled-in Legal entities' form, including all its supporting documentation (see section 7 b) of the invitation to tender Ref. SJU/LC/0088-CFT).

3.3.2 Economic and financial capacity

In order to prove its sufficient economic and financial capacity to perform the contract, the tenderer shall present one or more of the following documentation:

- Evidence of professional risk indemnity insurance;
- Financial statements for the last two years for which accounts have been closed;
- Statement of overall turnover during the last three financial years.

If, for some exceptional reason which the SJU considers justified, the tenderer is unable to provide the references requested here above, the tenderer may prove the economic and financial capacity by any other means which the SJU considers appropriate.

3.3.3 Technical and professional capacity

The tenderer is required to prove that he has sufficient technical and professional capacity to perform the contract. To that end, he shall provide the following information:

- 1) a detailed description of the main current activities of the tenderer;
- 2) resources offered to perform the tasks, assets made available, technologies, processes needed to achieve the objectives of the performance of the contract;
- 3) evidence of skills and expertise to develop unified communication services and to provide related supplies;
- 4) competence and previous experience in the relevant field(s) and related references in particular with regard to working with the international organisations.

3.4 Assessment of the admissibility of variants and assessment in the light of award criteria

3.4.1 Technical evaluation of the offers

Only the offers meeting the requirements of the exclusion and selection criteria will be evaluated in terms of quality and price for the award of the contract.

Thus the contract will be awarded on the basis of the economically most advantageous offer.

3.4.1.1 Admissibility of variants

The tenderers that have submitted a variant solution or both a model solution and a variant solution, will have their variant solution evaluated against the minimum requirements of equivalence specified for each lot in the relevant sections, i.e. section 2.2.1.2 for lot 1, section 2.2.2.2 for lot 2, section 2.2.3.3 for lot 3 and section 2.2.4.3 for lot 4. Only those variants that will be considered compliant with the minimum requirements of equivalence will be regarded admissible for further evaluation against the award criteria as set forth in the subsequent section.

3.4.1.2 Evaluation against award criteria

The quality of each technical offer – variant solution that passed the admissibility evaluation and model solution (for all four lots) – will be evaluated in accordance with the award criteria and the associated weighting detailed in the table below. It should be noted that tenderers that have submitted both – a model solution and a variant solution (that has successfully passed the admissibility evaluation) will have both of their proposed solutions evaluated against award criteria as if they were two different offers.

Award Criteria for Lot 1, 2, 3 and 4	Weighting
Understanding of the existing solutions, systems and services currently implemented at the SJU	20%
Quality of the proposed service level agreement amongst others the proposed efficiency in remedial actions, time scale of problems resolution, description of the execution of the maintenance contract, provided guarantees of the services and supplies	35%
Quality of the proposed solution in ensuring the most effective and efficient communication system	35%
Quality of the proposed transition plan from the current model solution to the proposed solution	10%
Total	100

3.4.2 Financial evaluation of the offers

The offer must reach at least half the available number of points in each the four main criteria above and 70 points or more globally in order to be admitted to the financial evaluation.

The financial evaluation will be performed on the basis of the scenario presented in Annex II to the tender specifications. The total amount of the costs proposed for each cost category for the variant or the model solution as the case may be will be added together and the total costs per variant or model solution will be assessed in accordance with what is stated in section 3.4.3 below.

3.4.3 Recommendation for award of the contract

The contract will be awarded to the offer which offers the highest ratio quality/cost by applying the following formula (with the respective weightings for the price/quality equal to 30/70):

$$\text{Score for tender Y} = (\text{cheapest price} / \text{price of tender Y}) * 30 + (\text{total quality score (out of 100) for all award criteria of tender Y} / 100) * 70$$

ANNEX I

DECLARATION OF HONOUR WITH RESPECT TO THE EXCLUSION CRITERIA AND ABSENCE OF CONFLICT OF INTEREST

The undersigned [*name of the signatory of this form, to be completed*]:

- ☐ in his/her own name (*if the economic operator is a natural person or in case of own declaration of a director or person with powers of representation, decision making or control over the economic operator⁵*)
or
- ☐ representing (*only if the economic operator is a legal person*):
 - official name in full [*to be completed*]:
 - official legal form [*to be completed*]:
 - official address in full [*to be completed*]:
 - VAT registration number [*to be completed*]:

declares that the company or organisation that he/she represents or he/she:

- a) is not bankrupt or being wound up, is not having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, or is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b) or the persons having powers of representation, decision making or control over the company or organisation that he/she represents or him/her has/ have not been convicted of an offence concerning his/ her/ their professional conduct by a judgment of a competent authority of a Member State which has the force of *res judicata*;
- c) has not been guilty of grave professional misconduct proven by any means which the contracting authorities can justify including by decisions of the EIB and international organisations;
- d) is in compliance with its/ his/ her obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it/ he/ she is established or with those of the country of the contracting authority and those of the country where the contract is to be performed;
- e) or the persons having powers of representation, decision making or control over the company or organisation that he/she represents or him/her has/ have not been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests;
- f) is not a subject to an administrative penalty for being guilty of misrepresenting the information required by the contracting authority as a condition of participation in the procurement procedure or for failing to supply that information, or being declared to be in serious breach of its/ his/ her obligation under contract covered by the EU budget.

In addition, the undersigned declares on their honour:

⁵ To be used depending on the national legislation of the country in which the candidate or tenderer is established and where considered necessary by the contracting authority (see art. 134(4) of the Implementing Rules).

- g) he/she is not subject to a conflict of interests in connection with the contract to be awarded as a result of the procurement procedure; a conflict of interest could arise in particular as a result of economic interests, political or national affinity, family or emotional life or any other relevant connection or shared interest;
- h) they will inform the contracting authority, without delay, of any situation considered a conflict of interest or which could give rise to a conflict of interest;
- i) they have not made and will not make any offer of any type whatsoever from which an advantage can be derived under the contract;
- j) they have not granted and will not grant, have not sought and will not seek, have not attempted and will not attempt to obtain, and have not accepted and will not accept any advantage, financial or in kind, to or from any party whatsoever, constituting an illegal practice or involving corruption, either directly or indirectly, as an incentive or reward relating to award of the contract;
- k) that the information provided to the SJU within the context of this invitation to tender is accurate, sincere and complete;
- l) that in case of award of contract, they shall provide upon request the evidence that they are not in any of the situations described in points a, b, d, e above.

For situations described in (a), (b) and (e), production of a recent extract from the judicial record is required or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that those requirements are satisfied. Where the Tenderer is a legal person and the national legislation of the country in which the Tenderer is established does not allow the provision of such documents for legal persons, the documents should be provided for natural persons, such as the company directors or any person with powers of representation, decision making or control in relation to the Tenderer.

For the situation described in point (d) above, recent certificates or letters issued by the competent authorities of the State concerned are required. These documents must provide evidence covering all taxes and social security contributions for which the Tenderer is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions.⁶

For any of the situations (a), (b), (d) or (e), where any document described in two paragraphs above is not issued in the country concerned, it may be replaced by a sworn or, failing that, a solemn statement made by the interested party before a judicial or administrative authority, a notary or a qualified professional body in his country of origin or provenance.

By signing this form, the undersigned acknowledges that he/ she has been acquainted with the administrative and financial penalties described under articles 141 and 145 of the Rules of Application of regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union (European Commission Delegated Regulation (EU) No 1268/2012 of 29 October 2012), which may be applied if any of the declarations or information provided prove to be false.

Full name

Date

Signature

⁶ Tenderers are strongly advised to explore the sources in their respective national legal systems for acquiring the required supporting documentation and the related deadlines, already at the stage of the preparation and submission of their offers, in order to avoid any delays in providing the documents in case selected for award of the contract.

ANNEX II

TEMPLATE FOR THE SUBMISSION OF THE FINANCIAL SCENARIO

Financial offers of the tenderers for all lots shall be submitted in dully filling in the below template.

Details	Annual amount in EURO (excl. VAT) of current/model solution incl.one-off and/or on-going monthly/annual charge	Annual amount in EURO (excl. VAT) of variant solution incl.one-off and/or on-going monthly/annual charge
Lot 1:		
40 000 minutes to (DE + FR + IT + SP + UK), 80% to fixed line, 20% to mobile		
8 000 minutes to other EU countries (60% to fixed line, 40% to mobile)		
50 000 minutes to BE (65% to fixed line, 35% to mobile)		
2 000 minutes to USA (70% to fixed line, 30% to mobile)		
Lot 2:		
Bandwidth 50Mb / 30Mb		
Lot 3:		
Maintenance of HW system + 1 configuration change+ 2 days training		
Lot 4:		
5 Handsets "type Avaya 9630 functionalities" (inc. licenses)		
Total		

ANNEX III

SPECIFICATIONS ATTACHED TO THE INVITATION TO TENDER

SJU/LC/0009-CFP

PROCUREMENT OF VOICE TELEPHONE SYSTEM AND RELATED SERVICES FOR SESAR JU NEW PREMISES

(Please, refer to the scanned version thereof on <http://www.sesarju.eu/about/procurement>)