



**CALL-OFF INSTRUCTIONS DOCUMENT**

**FOR**

**APPOINTMENT TO A PHASE 3 SPECIFIC CONTRACT**

**UNDER**

**BROADWAY PCP FRAMEWORK AGREEMENT**

<b>PCP TITLE:</b>	<b>BroadWay Innovation activity to enable a pan-European interoperable broadband mobile system for PPDR</b>
<b>CLOSING DAY:</b>	<b>FRIDAY</b>
<b>CLOSING DATE:</b>	<b>30 JULY 2021</b>
<b>CLOSING TIME:</b>	<b>12 NOON <u>(12.00 h CET)</u></b>



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## Part A – Call-off Instructions

### 1. Introduction

This Instructions Document is issued under the provisions of the above-named framework agreement, which means that it is only open to Contractors who “successfully” completed the End of Phase 2 Report stage<sup>1</sup>.

The Lead Procurer is undertaking the tender process via the eTenders system on [www.publicprocurement.be](http://www.publicprocurement.be). Please comply with all instructions issued by the eTenders system.

Unless otherwise specific herein, a term that has already been defined in the Tender Documents shall have the same meaning.

The budget information is per Section 1.5 TD1-RFT. Refer the table below extracted from said section.

TD1 BroadWay Request for Tender					
BroadWay PCP: Division of Budget		Maximum Total Budget (VAT Excluded)	Expected Maximum Number of Contractors	Maximum Budget per contractor (VAT Excluded)	Maximum Phase duration (in months)
Phase 1	Solution Design	€ 368,439.95	5	€ 73,687.99	6
Phase 2	Solution Prototype	€ 4,223,765.20	3	€ 1,407,921.73	12
Phase 3	Pilot	€ 3,004,494.85	2	€ 1,502,247.43	11
TOTAL		€ 7,596,700.00			

**Figure 2 Budget & number of Contractors**

Please note that a maximum of 2 Contractors can enter Phase 3, as per Section 1.5 TD1-RFT.

- **Phase 3: Pilot (10 months including 17 days for evaluation):** A maximum of 2 Contractors awarded with the Phase 3 shall be entitled to produce and test a range of products on the basis of the prototypes finally selected at the end of Phase 2, for which each Contractor shall receive an indicative maximum payment of **1,502,247.43 EUR (VAT excluded)**.

Only the two highest ranked Contractors will be awarded a Specific Contract for Phase 3, per article 3.2 of the Framework Agreement.



### 3.2 ASSESSMENT OF PHASE 2 AND AWARD OF PHASE 3 CONTRACT

3.2.3 (...) The Phase 3 Specific Contracts shall only be awarded if the TVC has determined that Contractors have demonstrated that the BroadWay objectives have been suitably addressed using the Award Criteria for Phase 3. A maximum of two (2) Contractors among those awarded Framework Agreements for the Project shall be awarded Phase 3 Specific Contracts (TD4).

## IMPORTANT NOTE

**Offers may only be uploaded via the e-platform of the Belgian Federal Government eTendering [www.publicprocurement.be](http://www.publicprocurement.be)**

If you submit your Offer by any other method for example by email, **your Offer will be rejected.**

## 2. Process Overview

The anticipated timetable for the Call-off competition is set out in the table below.

Tender Milestone	Date
Issue of Call-off Instructions Document	30 June 2021
Closing date for receipt of questions	16 July 2021
Deadline for receipt of Offers	30 July 2021
Notification of results to Contractors for Phase 3	30 September 2021
Signature of Phase 3 Specific Contracts (Commencement of Phase 3)	8 October 2021
End of Phase 3	30 September 2022

## 3. Assessment and Evaluation

### 3.1 Administrative Section of the Offer

Contractors shall submit the following documents and declarations, as described below:

Annex A	Administrative Compliance Declaration
Annex B	Points of Contact Form
Annex C	Self-declaration for Independent and Impartial Subcontractors
Annex D	ESPD (only relevant sections where authorisation is sought for a new consortium member)

## Existing Consortia Members



Please submit the required evidence as indicated in the table below.

Lead Contractor	Annex A Administrative Compliance Declaration	Please complete and submit in order to demonstrate continuous compliance with: <ul style="list-style-type: none"> <li>• Exclusion Grounds (Section 5.2),</li> <li>• Selection Criteria (Section 5.3), and</li> <li>• Compliance Criteria (Section 5.4)</li> </ul>
	Annex B Points of Contact Form	<p>Please complete and update Annex B, which will include details of your Points of Contact for Selection Criteria 5.3(4), Standardisation and Operational Mobility Point of Contact.</p> <p>Individual tasks for each Point of Contact will be assigned and factored into the timeline for Phase 3 early into the phase.</p> <p>If a designated Point of Contact is unavailable during Phase 3 for TvPoC, SecPoC and PEPoC – you must ensure that your replacement is <b>independent and impartial</b>.</p> <p>Please note that an additional <b>Operational Mobility Point of Contact (OmPoC)</b> will be required for Phase 3. Please identify a relevant Point of Contact in Annex B to ensure the live operational mobility service for practitioners without the significant involvement of BroadWay Contractors. This is related to Objectives 1, 5 and 7.</p> <p>The Points of Contact required for Phase 3 are as follows:</p> <ul style="list-style-type: none"> <li>• Independent and Impartial Technical Validation (TvPoC),</li> <li>• Independent and Impartial Security Assurance (SecPoC),</li> <li>• Independent and Impartial Practitioner Evaluation Support (PEPoC)</li> <li>• Standardisation (StdPoC)</li> <li>• Operational Mobility Point of Contact (OmPoC)</li> </ul>
Independent and Impartial Subcontractors	Annex C Self-declaration for Independent and Impartial Subcontractors	Please complete and submit Annex C in order to demonstrate continuous compliance with the declaration submitted with your original Tender.



## New Consortia Members joining Phase 3

New consortia members may join at the inter phase stage as confirmed in Clarification 14, which is also subject to the **Lead Procurer's authorisation**, as described in sections 2.8.1 and 2.9.1 of TD1-RFT.

[Tender Simplification : CL14 - Click for Further details](#) ^

Following feedback gathered from our RFT briefing events, it has become apparent that the complexity of tendering to cover all three phases of the PCP should be simplified. It is especially recognised that partners and subcontractors may need to change between phases of the PCP, especially considering the limited budget of the design phase.

In order to simplify the process of preparing your tenders, we have made clarifications to the RFT documents to address this concern ([CL14](#)).

Nothing changes with regard to the technical offer (TD1 4.5). However, for your initial tender, the assessment requirements (section 5.2 exclusion grounds, 5.3 selection criteria, 5.4 compliance criteria) are only applicable to tenderers participating in phase 1. Please also refer to 2.8 and 2.9 of TD1.

During the call-off processes, after design and prototype phases, you will be able to add or change members to your consortium provided that exclusion (5.2), selection (5.3) and compliance (5.4) criteria are met, as appropriate

All participating consortium members must demonstrate compliance with these requirements by submitting the required documentation with your:

- Tender,
- Offer for call-off Phases 2 & 3.

Those consortium members which have met the assessment requirements and successfully proceed to the next Phase **will not** have to repeat this step, unless otherwise requested by the lead procurer. Assessment forms for new or replacement consortium members must be submitted

This is to ensure that all consortium members and subcontractors in receipt of funds from BroadWay comply with the assessment requirements in sections 5.2, 5.3 and 5.4 of TD1 for each Phase of the PCP.

Please submit the required documents in your Offer as indicated in the table below.

<b>Lead Contractor</b>	<b>The Lead Contractor</b> of the consortium seeking to add a new member shall complete and submit the following sections of <b>Annex C - ESPD</b> : II.C II.D Part VII Part VIII
<b>New Consortia Members</b>	<b>Each new member</b> shall submit documents and supporting evidence in accordance with section 5.2 Exclusion Grounds, 5.3 Selection Criteria and 5.4 Compliance Criteria of TD1-RFT using <b>Annex C - ESPD</b> .

## 3.2. Financial Section of the Offer

Contractors shall submit the following documents as indicated and described below:

Annex D	Financial Offer and Cost Breakdown for Phase 3
Annex E	Price and Services Allocation for Phase 3



### Instructions for Annex D- Financial Offer and Cost Breakdown for Phase 3

Please refer the information provided in Section 4.6 of TD1-RFT and the information below.

If the Price offered for Phase 3 is above the Ceiling Price for this Phase, **the Contractor shall be excluded. Negative or nil pricing is not allowed.**

Please indicate the following budgets in the table below in **Annex D**. Budget allocations 1 and 2 will be deducted from your payment.

<b>1. Practitioner Evaluation Reserved Budget for Phase 3</b>	<p>All Contractors shall reserve a budget not exceeding <b>€131,250 EUR</b> in their price for a Practitioner Evaluation Reserved Budget for Phase 3 to cover <b>750 EUR per day</b> per practitioner for their time, to cover a maximum of three days effort for Pilot Phase evaluation. There are 50 practitioners in the Pilot Phase. In addition, there is a nominal travel and subsistence budget of <b>1500 EUR</b> for each practitioner for each event. Total costs will be equally shared by all Contractors participating in the Pilot Phase.</p> <p>This budget will allow the involvement of PEVT practitioners covering as wide a pan-European geographical coverage as possible. Members of the PEVT will be working under the direction of the PEVT chair and will report directly to the PEVT chair. The logistics of managing the practitioner evaluation should be budgeted for by all Contractors.</p> <p>In Annex D, please allocate a budget for the provision of a minimum of 50 devices.</p>
<b>2. Promotion Reserved Budget</b>	<p>A portion of your budget shall be reserved to support BroadWay promotion activities, as decided by the TVC. These activities shall include:</p> <ul style="list-style-type: none"> <li>- Preparation of a solution video and of the demo video -20k-25k approx.</li> <li>- Participation in major exhibitions (IFAFRI and Security Research Event) 5k approx.</li> </ul>

### Instructions for Annex E - Price and Services Allocation for Phase 3

All Lead Contractors shall provide a price breakdown in **Annex F – Price and Services Allocation for Phase 3**, which clearly indicates which portion of the price for the Pilot Phase will be allocated to Contractors and Subcontractors in your consortium. This should also include information about which Contractor or Subcontractor is responsible for each Sub-objective given in TD2Pi Call-off version.





### 3.3 Technical Section of the Offer

Contractors must submit a detailed Technical Offer as described below-

Statement	Describe how operational service will be provided in the Pilot Phase 3, reflecting on the new chapter Chp 2.1.1 in TD2 (half page)
Annex F	Technical Offer for Phase 3 (page limit is 55 pages maximum) - <b>Provide concise answers in order to fulfill sub-objectives.</b> - <b>Cross references to previous deliverables are not allowed.</b>

#### Instructions for Statement

You are asked to submit a half page statement which will be made publicly available, **describing how operational service will be provided in the Pilot Phase 3, reflecting on the new chapter Chp 2.1.1 in TD2Pi**. This will be for public use and will be marked as pass/fail by the TVC

#### Instructions for Annex F - Technical Offer for Phase 3

#### BroadWay Objectives

The Objectives for Phase 3 are indicated in Section 5.5 of TD1-RDT, which are also set out below.

Please note, in line with Section 7.4 TD1-RFT, there are slight changes to the weighting and elaboration of:

- Commercial Feasibility,
- Evaluation of the solution and sustainability of operational mobility and testing
- Price

These changes are indicated in red below.

#### 7.4 Evaluation of Phases 2 and 3

The criteria and the method for evaluating the Tenders in Phase 2 and 3 will be the same as the criteria and the method used in evaluating the original Tenders as set out below but may be elaborated or developed in further detail within those frames. The weighting of each Award Criterion may differ from the initial weight in Phase 1 or Phase 2.

Award Criteria	Maximum points	Total Weighting
<b>Award Criteria Phase 3: Pilot</b>		
<b>1. Project Management</b>		10%
<b>Feasibility of the project plan and schedule</b>	5	
<b>Methodology of the project, including risk management and quality</b>	5	



assurance		
<b>2. Impact on Challenge</b>		40%
Objective 1 - Pan-European Architecture 1.1: Demonstrate how your solution will achieve this Objective. 1.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 2- Pan-European Availability 2.1: Demonstrate how your solution will achieve this Objective. 2.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 3- Pan-European Security 3.1: Demonstrate how your solution will achieve this Objective. 3.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 4- Pan-European SpiceNet Governance 4.1: Demonstrate how your solution will achieve this Objective. 4.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 5- Pan-European Operational Mobility 5.1: Demonstrate how your solution will achieve this Objective. 5.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 6- Standardised Solutions 6.1: Demonstrate how your solution will achieve this Objective. 6.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 7- Application Eco-System 7.1: Demonstrate how your solution will achieve this Objective. 7.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 8- Device Eco-System 8.1: Demonstrate how your solution will achieve this Objective. 8.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 9- Innovation Eco-System 9.1: Demonstrate how your solution will achieve this Objective. 9.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 10- Technical Validation 10.1: Demonstrate how your solution will achieve this Objective. 10.2: Demonstrate how your solution will be innovative in this domain.	5	
Objective 11- Practitioner Evaluation and Acceptance 11.1: Describe how activities to support practitioner evaluation by the PEVT will support evaluation of your solution. 11.2: Demonstrate how will practitioner evaluation support future evaluation for public safety solutions.	5	
<b>3. Commercial Feasibility</b>		20%
Completeness, sense of reality and feasibility of the commercialisation plan including the market analysis and risk management	5	
Sense of reality and feasibility of the principles for licensing, pricing, packaging, distribution		
<b>4. Evaluation of the solution and sustainability of operational mobility and testing</b>		25%



<p><b>Demonstrate your vision and plan on executing prototype and pilot testing (TRL8- system complete and qualified) taking into account the cross-connecting approach which shall integrate your solution with other solution providers and test capabilities.</b></p> <p><b>Demonstrate how your approach for testing shall be useable for testing of solutions that are developed outside of the BroadWay PCP.</b></p> <p>This should also include a price structure to maintain the operation of the solution beyond the practitioner evaluation activity in June/July 2022. In response to European operational agencies that have expressed an interest to further investigate the operational capability beyond and outside the scope of the BroadWay PCP, provide an estimate for 3,6 and 12 months, for continued operation of the operational mobility service.</p>	5	
<b>5. Price</b>		5%
<b>Binding contract price for carrying out the work in the present Phase</b>	5	

- Contractors shall address each of the Objectives in the Technical Offer for Phase 3 (**Annex G -Technical Offer for Phase 3**) with reference to **TD2Pi–Pilot Call-off version**, which is attached in Schedule 1. Please note that there is a page limit of **55 pages**.
- Provide concise answers in order to fulfill the Sub-objectives.
- **Cross references to previous deliverables are not allowed.**

**Please note the following information for Phase 3:**

1. If two of the Sub-objectives seeking “**sufficient information for achieving Sub-objective**” derived from the Objectives, receives a score of 0, that shall lead to the **exclusion of the Consortium**.
2. The above shall not apply to PEOm-Pan-European Operational Mobility Objective and Tv7-PEOm Technical Validation - Pan-European Operational Mobility, where none of the Sub-objectives can be scored with 0.
3. If any of the Sub objectives listed below receives a score of 0, that shall lead to **exclusion of the Consortium**:  
  
PEAr1,2,3,4,5,7  
PEAv1,2,3,4  
PESAr1,13,15  
PEOm1,2,3,4  
Ss1,2,10,11,12  
AEs1,2,7,12  
DEs1,4,5  
Tv1,2,4,5,6,7,8 and in particular:  
Tv4-PEAv2,4  
Tv5-PESAr15  
Tv7-PEOm1,2,3,4



Tv8-AEs1,12  
PREv1

4. In **Annex G- Technical Offer for Phase 3** under the category of **Impact on Challenge**, if any one of the Objectives receives a score of 0, this shall lead to **exclusion of the Contractor**.

#### 4. Offer Instructions

The Offers must be received in the above system no later than **noon (12.00 h CET) on Friday 30 July 2021** and must be clearly entitled **BroadWay PCP Pilot Call-off Offer**.

The Group of Procurers takes no responsibility for any submissions either not delivered or delivered after the deadline which are not sent in accordance with the tender documents and these instructions.

#### 5. Queries

The Lead Procurer reserves the right (but will not be obliged) to seek clarification of any aspect of an Offer or clarification responses during the Evaluation Phase. Any such requests will be made via email to the Lead Contractor. Contractors must respond to such requests promptly. The following email address must be used: [secretariat@broadway-info.eu](mailto:secretariat@broadway-info.eu).

If you have any questions about this Instructions Document, please email [secretariat@broadway-info.eu](mailto:secretariat@broadway-info.eu) before midnight on 16 July 2021. We do have a discretion to respond to queries after this time, but there is no guarantee we will be able to do so, so please ask questions in good time. We have the right to issue a general clarification to all contractors where we feel it is necessary, even if it has been prompted by a confidential query.

#### 6. Other Information

All Offers will be opened, assessed and evaluated in accordance with the original tender documents.

If your Offer is successful:

- You will be required to sign a Specific Contract for Phase 3 (Contract) with the Lead Procurer. The form of Specific Contract that successful contractors will be required to sign is attached to Schedule 2, which shall only become a Call-Off Contract upon execution by the Lead Procurer.
- You may be asked to provide updated information received as part of your initial Tender.



## 7. Important Information

### **Disclaimer**

It is your responsibility to fully read and understand the instructions of the Instructions Document.

The Lead Procurer makes no commitment to enter into a Specific Contract on foot of this Call-off competition and may cancel the competition at any time. This Instructions Document is not contractually binding and Contractors shall have no legitimate expectations arising from it.

### **Reserved rights and discretion**

The Lead Procurer has the right at any time, without liability, to:

- Amend the Instructions Document by notice in writing to all Contractors,
- Reject any or all of the Offers received,
- Not award the Specific Contract for Phase 3 to anyone,
- Terminate the Call-off competition at any time,
- Take any step that it considers appropriate to ensure that a healthy competition is maintained during the call-off stage.

### **Costs**

You are liable for all your costs, expenses or losses arising from this Call-off competition.



## PART B - Pilot Phase Information

This section is to inform Contractors about additional information relating to Phase 3 Pilot Phase

### 1. IMPORTANT INFORMATION

During the Pilot Phase it is expected to provide live operational mobility as a service that can be used by practitioners to evaluate the solution without significant involvement of the BroadWay Contractor, reflecting the new chapter 2.1.1 in TD2.

### 2. Instructions for Appendix 3 - IPR Declaration

Each consortium shall update and submit an IPR declaration, within 30 days of signing a Specific Contract for Phase 3, which shall include each of the listed information in the table below:

1. Dependencies between specific foreground and background IPR entries. The column **'Dependent upon other IPR\_ID'** should be filled out to **clearly identify** the dependency between foreground and associated background IPR.
2. The level of implementation of each declared IPR entry against the declared standard should be stated under the **'Implemented Standard'** column. Each entry must clearly identify the implemented standard including document number, date, version, and the specific functionality implemented. If the full standard is not implemented, the associated document clauses must be identified for the specific functionalities that are implemented. The cited standardised services must be necessary and sufficient for the proposed Results, without other (third party) equipment or system service or IPR being required to provide the proposed Results.
3. Foreground IPR **shall include entries** where BroadWay funds have been used to implement additional standardised functions. These items shall be identified clearly, referring to the specific standards and associated clauses, citing any background IPR upon which it is built.
4. In the **description** column, you shall identify the nature of the IPR i.e. Hardware, Software, configuration, etc.



5. Any further Results during BroadWay shall be declared.
6. Where any (foreground or related background) IPR is not standardised, you shall explain clearly how you fulfil objective Ss, describing the proposed actions to fulfil Objective Ss11.
7. Where existing infrastructures are used, specific configurations thereof shall be declared as foreground IPR which are necessary to fulfil BroadWay Objectives. Associated background IPR should be identified and rights of access must be guaranteed.
8. Your IPR declaration of foreground and associated prototype description shall be updated to identify where your foreground IPR, described as 'interconnected with', builds upon the background IPR.

### 3. Instructions for Deliverables in the Pilot Phase

Please refer to Appendix 2 – Description of Milestones and Deliverables in Phase 3.

The table below explains further the list of deliverables in the Appendix.

D3.1 Pilot Implementation Report and Test Plan	A template is provided in Appendix 6
D3.2 Pilot Test Results	A template will be agreed during TVC and TvPoC telcos at the beginning of the Pilot Phase.
D3.3 Pilot Practitioner Evaluation Support Report	A template will be agreed during PEVT and PEPoC telcos at the beginning of the Pilot Phase.
D3.4 End of Pilot Phase Report	A template is provided in Appendix 9.

### 4. Instructions for End of Pilot Phase Evaluation

**Please note the additional text below, which has been included in the End of Pilot Evaluation Report in Appendix 9 - D3.4 End of Pilot Phase Report**

#### *Evaluation of the End of Phase Report*

The End of Phase Report will be evaluated on the basis of the objective scoring mechanism in Appendix 7 Scoring Model for Outcome of the Phase (Scoring Model). The Scoring Model will be applied to your replies in the End of Phase Report for:

- each Objective and corresponding Sub-objective, also through D2.2 Prototype test results and if needed, with reference to D3.1 Pilot Implementation Report and Test Plan.
- The Technical Validation Objective will be evaluated according to the End of Phase Report and will be taken into account when witnessing the common and specific tests,



- The Practitioner Evaluation Objective will be evaluated according to the End of Phase Report, with the report from PEVT being taken into account,
- *The following Objectives will be evaluated with double weighted scores:*
  - Objectives 2 – Pan-European Architecture,
  - Objective 3- Pan-European Security,
  - Objective 4- Pan-European SpiceNet Governance,
  - Objective 5 - Pan-European Operational Mobility,
  - Objective 10 – Technical validation
  - Objective 11- Practitioner evaluation
- Questions 13 (Risk), 14 (Standards) and 15 (Quality) below (additional since the publication of the Tender Documents).

In addition, the following evaluation criteria for the End of Phase Report will also be applied by the TVC:

1. If two of the Sub-objectives seeking “**sufficient information for achieving Sub-objective**” derived from the Objectives, receives a score of 0, **that shall lead to not being evaluated for the final stage of Phase 3.**
2. The above criteria (1) shall not apply to Objective 5: PEOm-Pan-European Operational Mobility Objective and Objective 10, Sub-objectives: Tv7-PEOm Technical Validation - Pan-European Operational Mobility and Tv6-PESg Technical Validation – Pan- European SpiceNet Governance, as it is mandatory to address these and a score of 0 **shall lead to not being evaluated for the final stage of Phase 3.**
3. If any of the Sub-objectives listed below receives a score of 0, **that shall lead to not being evaluated for the final stage of Phase 3.**

PEAr1,2,3,4,5,7

PEAv1,2,3,4

PESAr1,13,15

PESg3,4,5

PEOm1,2,3,4

Ss1,2,10,11,12

AEs1,2,7,12

DEs1,4,5

Tv1,2,4,5,6,7,8 and in particular:

Tv4-PEAv2,4

Tv5-PESAr15

Tv6- PESg3,4,5

Tv7-PEOm1,2,3,4

Tv8-AEs1,12





PREv1

4. If any one of the Objectives in the End of Phase Report receives a score of 0, **that shall lead to not being evaluated for the final stage of Phase 3.**

**END OF DOCUMENT**