

Public procurement party : Ecole Nationale de l'Aviation Civile
Siège Administratif
7 avenue Edouard Belin CS 54005
31055 Toulouse Cedex 4

Department : DFPV/OP

CONSULTATION RULES (Règlement de consultation)

ENGLISH COURTESY TRANSLATION

Consultation number : 202600FCS023

Object: Supply of military flight maps and ARINC 424-format databases for flight simulators

Procurement process : Open call for bids pursuant to Articles R2124-2(1) and R2161-2 through R2161-5 of the Public Procurement Code

Deadline for offer submission : **Friday 29th of May, 12.00 pm**

Only electronic submissions will be accepted

Table of Contents

Article 1 – Contracting authority
Article 2 – Subject of the consultation
Article 3 – Consultation conditions
Article 4 – Information for candidates
Article 5 – Application
Article 6 – Tender
Article 7 – Award
Article 8 – Language
Article 9 – Litigation

Article 1 – Contracting Authority

The procedure is conducted by:

ENAC

Address: 7 Avenue Edouard Belin

Postal code: 31055

City: Toulouse

SIRET: 193 112 562 00015

Phone: +33 5 62 17 40 00

Represented by its Director General or their representative.

Article 2 – Subject of the Consultation

The framework agreement concerns:

- Supply of military airspace charts for pilots' EFBs used for calibration activities of aeronautical radio-navigation aids.
- Supply of an ARINC 424 database for flight simulators adapted to ENAC equipment and operational constraints.

Type of contract: **Supply**

CPV code:

71354200-6 – Aerial mapping services

Article 3 – Conditions of the Consultation

3.1 Procurement procedure

The framework agreement is awarded through an open tender procedure under the French Public Procurement Code.

3.2 Lots

The consultation is divided into two lots:

Lot 1: “MILITARY” charts of French military air bases available on EFB.

Lot 2: ARINC 424-compliant database for flight simulators.

3.3 Form and scope

Each lot is a **single-award framework agreement** executed through purchase orders.

Maximum amounts over 48 months:

Lot Description	Maximum amount
1 Military charts for French air bases (EFB)	€20,000 excl. VAT
2 ARINC 424 database for flight simulators	€300,000 excl. VAT

Exceptional services not initially defined may be ordered via quotations, up to **5% of the total contract value**, while respecting procurement principles.

3.4 Phasing

No contract phases.

3.5 Duration

Duration: **1 year from notification**, renewable **3 times** (total 4 years).

The contractor **cannot refuse renewal**.

If the contracting authority does not renew, **2 months’ notice** applies.

Delivery deadlines are specified in each purchase order.

3.6 Place of performance

- **Lot 1:** Delivery to ENAC sites listed in the CCAP (administrative clauses document).
- **Lot 2:** Electronic delivery to email addresses provided after notification.

3.7 Variants

Mandatory variants: **Not required**

Optional variants: **Not allowed**

3.8 Optional additional services

Not applicable.

3.9 Social considerations

A **social criterion** is included.

3.10 Environmental considerations

Environmental provisions apply as execution conditions.

Article 4 – Information for Candidates

4.1 Consultation documents

The following documents are provided:

- Consultation regulations (this document)
- Special administrative terms (CCAP)
- Special technical specifications (CCTP)
- Commitment form per lot
- Technical proposal template per lot

An **English courtesy translation** is provided.
The French version remains legally binding.

4.2 General rules for electronic exchanges

4.2.1 Access to documents

Documents are available free of charge on the State procurement platform:
www.marches-publics.gouv.fr

Submissions must be **electronic only**.

Candidates may register an email address to receive updates.

The contracting authority guarantees the integrity of uploaded documents.

4.2.2 Submission of tenders

Electronic submission only via:
<https://www.marches-publics.gouv.fr/entreprise>

Key rules:

- Only the **last submission** before the deadline is considered.
- Any update requires **full resubmission**.

- No paper, fax or email submissions accepted.
- Access and e-signature costs are borne by candidates.

Accepted file formats:

PDF, DOC, XLS, PPT, ODT, ODS, ODP, JPG, PNG, HTML.

Prohibited:

- Executables (.exe, .com, .scr)
- Macros
- ActiveX, applets, scripts

Max file size: **1 GB per file**

Files are timestamped; late submissions are rejected.

Backup copy allowed (paper or electronic) under specific conditions (malware detection, incomplete or unreadable files).

Candidates must ensure files are virus-free.

4.3 Electronic exchanges

- **Questions from candidates**

Questions must be submitted via the procurement platform.

Responses are sent no later than **6 days before the deadline**.

- **Modification of documents**

Possible up to **6 days before deadline**.

- **Deadline extension**

Possible if significant changes occur.

- **Site visit**

Not applicable.

Article 5 – Application

5.1 Consortium and subcontracting

No mandatory consortium structure.

Lead member is jointly liable.

Subcontractor declaration via **DC4 form**

.

5.2 Grounds for exclusion

Entities falling under exclusion cases of the Public Procurement Code are excluded.

5.3 Application content

Each candidate must submit:

- Application letter (DC1)
- Candidate declaration (DC2)
- Email addresses of two authorised contacts

5.4 Essential tasks

No specific task allocation required.

Subcontracting is prohibited.

5.5 Examination of applications

Incomplete applications may be requested to be completed.

Incomplete applications are rejected.

5.6 Supporting documents

Candidates must provide:

- Turnover for the last 3 years ;
- List of main services performed over the last 3 years.

5.7 Verification of exclusion grounds

Only the selected tenderer must provide proof of eligibility.

Article 6 – Tender

6.1 Tender content

The offer must include:

- Commitment form
- Unit price schedule
- Product catalog or access to test environment
- Technical proposal
- Bank details (RIB)

The selected candidate must provide supporting documents before final award.

6.2 Examination of tenders

Inappropriate, irregular or unacceptable tenders are rejected.
Clarifications may be requested without negotiation.

6.3 Award criteria

- **Candidate selection**
 1. Financial & professional capacity
 2. Technical capacity
- **Lot 1 – Military charts**
 - Technical value: 50%
 - Technical performance: 20%
 - Technical support: 20%
 - Ease of use: 10%
 - Price: 45%
 - CSR & environmental responsibility: 5%
- **Lot 2 – ARINC database**
 - Technical value: 50%
 - File content & update process: 40%
 - Technical support: 10%
 - Price: 45%
 - CSR: 5%

6.4 Validity period of tenders

Tenders remain valid for **6 months** from the deadline for submission of final offers.

The contracting authority may request an extension of this validity period via the PLACE platform.
Candidates who refuse the extension will be excluded from the continuation of the procedure.

Article 7 – Award

The framework agreement is awarded to the tenderer submitting the **most economically advantageous offer**, based on the criteria defined in this document.

Unsuccessful tenderers will be informed of the rejection of their offer in accordance with the Public Procurement Code.

7.1 Verification of exclusion grounds – supporting evidence

The successful tenderer is not required to provide evidence that the contracting authority can obtain:

- via official electronic information systems;
- from a digital storage space, provided access is free and all necessary information is supplied.

Documents already submitted in previous consultations may be reused if still valid.

If the authority cannot obtain them directly, the tenderer must provide them.

Documents to be provided by the selected tenderer include:

- Signed commitment form and annexes
- Authorisation document if applicable (consortium)
- Proof of authority of signatories
- Bank account details
- Company identification number (if established in France)
- Tax compliance certificates
- Social security compliance certificate (“attestation de vigilance”)
- AGEFIPH certificate (for companies with ≥ 20 employees) if applicable

7.2 Prohibition of award

Any candidate subject to a legal prohibition (international agreements, EU regulations, etc.) cannot be awarded the contract.

7.3 Finalisation

The contracting authority and the successful tenderer may clarify certain elements of the framework agreement, provided no **substantial change** is made.

7.4 Signature

The agreement is signed electronically or manually using the commitment form.

Key rules:

- Each document must be signed individually.
- A signed compressed folder does **not** constitute a valid signature.
- Electronic signature must comply with **EU eIDAS Regulation (910/2014)**.

Accepted signature levels:

- Advanced electronic signature with qualified certificate (Level 3)
- Qualified electronic signature (Level 4)

If a qualified trust service provider certificate is used, no additional proof is required.

If another certificate is used, the tenderer must provide instructions allowing verification of the signature.

The signatory must have authority to bind the company.

For consortia:

- Either all members sign, or
- The lead member signs with appropriate authorisation.

Article 8 – Language

Documents and information must be written in **French or English**.
If another language is used, a **French translation** must be provided.

Article 9 – Litigation

Competent court:

Administrative Court of Toulouse
68 Rue Raymond IV
31000 Toulouse – France
Tel: +33 5 62 73 57 57
Fax: +33 5 62 73 57 40