

Public Buyer: National School of Civil Aviation
Administrative Headquarters
7 avenue Edouard Belin CS 54005
31055 Toulouse Cedex 4

Department: Directorate of Pilot Training and Flights

Consultation rules Candidacy phase

Consultation number: 202600FCS043

Purpose of the consultation: Acquisition, installation and maintenance of Citation 525 M2 Gen2 simulator

Awarding procedure: Procedure with negotiation

Application deadline: 24/09/2026 – 12h00

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Article 1 - Buyer

This public contract is led by the National School of Civil Aviation:

**7 Avenue Edouard Belin
31055 TOULOUSE
SIRET number: 193 112 562 00015
Telephone: 05 62 17 40 00**

It is represented by its Director General or their representative.

Presentation of ENAC

ENAC is the school of the French Civil Aviation Authority (DGAC). ENAC brings together:

- Various training programs in France and abroad: engineer, airline pilot, air traffic controller, civil aviation technician, flight dispatcher, post-master training, etc.
- Continuing education or professional development courses,
- Research projects,
- International activities leading ENAC to welcome foreign students and trainees.

ENAC consists of an administrative headquarters in Toulouse and 8 campuses, including one campus specialized in the maintenance of the ENAC fleet. The school is geographically established across 9 sites:

- South, South-West zone: Montpellier, Carcassonne, Castelnaudary, Toulouse, Muret, and Biscarrosse.
- East zone: Saint-Yan and Grenoble.
- Île-de-France zone: Melun.

Article 2 - Purpose of the consultation

This document is an English translation of the main content of the French consultation regulations relating to the acquisition, installation and maintenance of a Citation 525 M2 Gen2 fixed-base flight simulator certified at least FNPT II MCC level.

ENAC has begun a fleet renewal program. As part of this program, the purchase of Citation 525 M2 Gen2 aircraft is underway.

In addition to these aircraft, ENAC wishes to acquire a simulator to train its students and crews, primarily for Multi-Crew Cooperation (MCC) and single- and multi-pilot HPA training, but also to complement other resources for type rating renewals and issuance.

This contract concerns the acquisition of a fixed-base simulator that will be certified at a minimum to FNPT II MCC standards, in accordance with current European Regulation 1178/2011, and considering the enhancements offered by the FSTD Capability Signature (FCS) system introduced by recent amendments to this regulation.

The simulator will be as close as possible to the 525 M2 Gen2 in terms of cabin, avionics (Garmin G3000 system required), instrument panel, and aircraft behaviour to meet ENAC's educational objectives. The required fidelity to the aircraft will translate into a more demanding FCS (FSTD Capability Signature) than the simple FNPT II MCC equivalency proposed by the regulations.

The public contract concerns supplies.

CPV code(s) of the consultation : Main value : 34150000 - Simulators

Article 3 - Terms and conditions of the consultation

3.1 Awarding procedure

The contract is awarded using the formal negotiated procedure, in accordance with articles L. 2124-3 and R. 2124-3 1° of the French Public Procurement Code (*Code de la commande publique*).

This procedure is divided into two phases:

- A phase for submitting applications, which is the subject of these consultation rules,
- A phase for submitting bids by candidates admitted at the end of the first phase.

3.2 Allotment

This consultation concerns the purchase of a single piece of equipment.

The services provided with this equipment are interconnected and must necessarily be performed by the contractor. Therefore, in accordance with Article L. 2113-10 of the French Public Procurement Code, it is not divided into lots because it does not allow for the identification of separate services.

3.3 Form and scope

The purpose of this consultation is the award of a standard fixed-price contract.

3.4 Duration

The contract is concluded for a duration of 96 months from the date of notification.

3.5 Place of performance

The place of performance of the services covered by this consultation is:

**ENAC site in Saint-Yan
635 rue Louis NOTTEGHEM
71600 SAINT-YAN**

Article 4 - Information for Candidates

4.1 Content of the consultation documents

At this stage of the consultation, the consultation file includes:

- this consultation rules document for the application phase

This document is translated for informational purposes only and does not constitute a certified translation.

4.2 General principles on Electronic Communications

4.2.1 Procedures for downloading and accessing documents

In accordance with Article R2132-2 of the French Public Procurement Code, the contracting authority makes the consultation file available free of charge exclusively by electronic means on the State procurement platform (PLACE) (www.marches-publics.gouv.fr).

This site is free to access and allows for the exchange of documents within the framework of the consultation. Candidates MUST respond EXCLUSIVELY by electronic means. Tenderers may authenticate themselves on the site and notably provide an email address ensuring reliable electronic correspondence, particularly for the sending of any potential supplements, clarifications, or corrections.

The Public Entity guarantees the integrity of the documents uploaded online.

The candidate must refer to the computer tools and the user guide available on the site <https://www.marches-publics.gouv.fr> for any action on the said site. These two documents describing the use of the site form an integral part of the consultation rules.

4.2.2 Conditions for transmitting tenders

For this consultation, only electronic submissions are permitted at the following address: <https://www.marches-publics.gouv.fr/entreprise>

Pursuant to Article R. 2151-6 of the French Public Procurement Code, the tenderer transmits their tender in a single submission. In the event of successive submissions, only the last submission received before the deadline for the submission of tenders will be accepted.

Each submission is considered a tender. Consequently, if the tenderer needs to supplement their candidacy and/or tender before the deadline, they must perform a completely new comprehensive submission including all required candidacy or tender documents. Previous submissions will be rejected without being examined. No submission by paper, fax, or email will be accepted.

Electronic submission of tenders is carried out exclusively on the "PLACE" platform: <https://www.marches-publics.gouv.fr/entreprise>

The submission is done solely by using the platform's tender submission functionality. To do this:

- The candidate accesses the consultation using the "*Accéder à cette consultation*" (Access this consultation) button from the "*Actions*" column of the dashboard.
- Then, the candidate must select the "*Dépôt*" (Submission) tab.

The "*Messagerie sécurisée*" (Secure Messaging) functionality of PLACE must not be used by the candidate to submit their tender. This is strictly reserved for exchanges and questions with the buyer prior to the deadline for the submission of tenders.

Network access costs and the use of electronic signatures are the responsibility of each candidate/tenderer.

Candidates or tenderers will find several documents and pieces of information under the "Help" section of PLACE:

- A downloadable user guide, specifying the terms of use of the State procurement platform, notably the technical prerequisites and electronic certificates.
- An ESPD (DUME) operating procedure for operators.
- Telephone assistance.
- A self-training module for operators.
- Frequently Asked Questions (FAQ).
- Links to reference documents.
- IT tools.

Candidates or tenderers are invited to test their workstation configuration and respond to a test consultation to ensure the proper functioning of their IT environment.

They must also allow sufficient time for the upload to be fully completed within the deadline set by the buyer, especially when files are large and/or network speeds are low. Attention: Tenders whose download started before the deadline but concluded after the deadline will be eliminated by the buyer.

Furthermore, the platform automatically disconnects the user in the event of inactivity exceeding thirty minutes.

Candidates or tenderers can ask questions regarding the consultation documents.

After submitting the tender on the platform, a message will indicate that the submission process was successful, and an acknowledgment of receipt will be sent to the candidate/tenderer via email, establishing a certain date and time for the submission, with the end of receipt date and time acting as the reference point.

The absence of a confirmation message or electronic acknowledgment of receipt means that the response was not received by the buyer. The economic operator must ensure that messages sent by the State procurement platform (PLACE), particularly from nepasrepondre@marches-publics.gouv.fr, are not treated as spam.

File Presentation and Formats

The accepted formats are as follows: .pdf, .doc, .xls, .ppt, .odt, .ods, .odp, as well as image formats .jpg, .png, and documents in .html format.

The candidate or tenderer must not use active code in their response, such as:

- Executable formats, notably: .exe, .com, .scr
- Macros.
- ActiveX, Applets, scripts.

The size of each file uploaded by companies cannot exceed 1 GB.

Timestamping

Submissions (candidacies and/or tenders) transmitted electronically are timestamped. Submissions received after the date and time limit set for this consultation are considered late and will be rejected. In the event of platform unavailability, the deadline for the submission of tenders may be modified.

Backup Copy (Paper / Physical Electronic Support)

The candidate or tenderer may send a backup copy within the time limits set for the submission of candidacies or tenders. This backup copy, transmitted to the buyer on paper or physical electronic media, must be placed in a sealed package bearing the following information:

- "*Copie de sauvegarde*" (Backup Copy).
- Title of the consultation.
- Name or corporate name of the candidate.

The backup copy can only be opened in the following two cases:

- In the event of the detection of a malicious computer program in the candidacies or tenders transmitted electronically.
- If an electronic candidacy or tender is received incomplete, late, or could not be opened, provided that the transmission of the electronic candidacy or tender began before the closing of the submission period.

If a malicious computer program is detected, the backup copy will be set aside by the buyer. An opened backup copy is preserved in accordance with the provisions of Articles R. 2184-12 and R. 2184-13 of the French Public Procurement Code. If it is not opened, or if it is rejected due to a malware detection, it will be destroyed.

Candidates or tenderers who send or hand-deliver their backup copy in person against a receipt must do so at the following address: 7 avenue Edouard Belin, CS 54005, 31055 Toulouse Cedex 4.

Electronic Backup Copy

The submission of an electronic backup copy is authorized for this consultation. The candidate or tenderer may send an electronic backup copy within the time limits set for the submission of candidacies or tenders.

The submission of the electronic backup copy must comply with the requirements of the Decree of March 22, 2019, relating to the minimum requirements for electronic communication methods used in public procurement (Annex 8 of the French Public Procurement Code).

In this regard, the candidate may use:

- Either an integrated solution satisfying all the aforementioned requirements,
- Or several solutions whose combination satisfies all these requirements.

They may thus use a solution allowing them to identify themselves, indicate the recipient of their submission, timestamp their file, and then upload it to a secure storage platform. Before the candidacy or tender submission deadline, the buyer must be provided with the necessary data to securely access the electronic backup copy if needed.

Since the submission contains personal data, the storage platform used by the economic operator must comply with the requirements of the General Data Protection Regulation (GDPR) (or benefit from a protection regime equivalent to the GDPR if hosting is carried out in a third country outside the European Union). In any event, the solution chosen by the operator guarantees the deletion of data within a period not exceeding the validity period of the tenders for this consultation.

The electronic backup copy can only be opened in the following two cases:

- In the event of the detection of a malicious computer program in the candidacies or tenders transmitted electronically.
- If an electronic candidacy or tender is received incomplete, late, or could not be opened, provided that the transmission of the electronic candidacy or tender began before the closing of the submission period.

Antivirus

The candidate or tenderer must ensure that the transmitted files do not contain viruses. The receipt of any file containing a virus will result in the tender being declared inadmissible. If a virus is detected, the submission will be considered as never received, and the candidates will be notified using the information entered during identification.

4.3 Electronic Exchanges related to this consultation (candidacy and tender)

4.3.1 Date and time of receipt of candidacies

Only submissions received no later than the deadline date and time mentioned above can be opened. Submissions received or delivered after this date and time will not be opened.

Files and "backup copies" arriving late will be recorded in the submission register and rejected.

4.3.2 Requests for additional information and questions

During the candidacy phase, candidates may submit their questions and requests for additional information on the State procurement platform (PLACE): <https://www.marches-publics.gouv.fr>.

Responses to requests for additional information received in due time—**at the latest 10 days before the candidacy receipt date**—will be transmitted to economic operators at the latest 6 days before the deadline for receipt of candidacies.

4.3.3 Modification of consultation documents

Modifications may be made to the consultation documents at the latest 6 days before the deadline for the receipt of tenders. Modifications are communicated only to economic operators duly identified when downloading the consultation documents.

Candidates must respond based on the latest modified file. If a candidate has submitted a tender before the modifications, they may submit a new one based on the latest modified file before the deadline for tender submission.

4.3.4 Extension of the deadline for receipt of candidacies

When a response necessary for the preparation of the candidacy is not provided 6 days before the candidacy receipt deadline, or in the event of significant modifications to the consultation documents, the deadline for receipt of candidacies is postponed proportionally to the importance of the changes made, under the conditions provided for in Article R. 2151-4 of the French Public Procurement Code.

Article 5 - Conduct of the consultation

The procedure is restricted and takes place according to the phases described below.

5.1 Candidacy phase

This phase is intended to allow the contracting authority to designate the candidates admitted submitting a solution and participate in the tendering phase.

Following the analysis of candidacies, the contracting authority selects four (4) candidates who will be invited to participate in the tender phase.

In accordance with the provisions of the French Public Procurement Code, when the number of candidates satisfying the selection criteria is less than the number indicated above, the contracting authority may continue the procedure with the candidates possessing the required capabilities.

The selection of candidates admitted participating in the tendering phase will be based on a ranking established according to weighted selection criteria relating to financial, technical, and professional capabilities, as defined in Article 6.8 of these rules.

5.2 Tender phase

The buyer simultaneously invites the shortlisted candidates admitted participating in the tender phase.

A consultation letter ("Invitation to participate in the tender phase") and access rights to the consultation file will be sent to the candidates admitted continuing the procedure after application of the criteria defined in Article 5.7 of these rules, to allow them to submit a tender.

The tender documents submitted via the buyer's profile will include at least the following information:

- The consultation rules for the tender phase.
- The tender form (*Acte d'engagement*) and the special administrative clauses (CCAP).
- The specifications indicating the minimum requirements that tenders must meet.
- The financial annex(es).

The contract will be awarded to the economically most advantageous tender based on the applicable award criteria detailed in the tender phase tender regulations.

Article 6 - Candidacy phase

6.1 Clarifications on groupings of Economic Operators

No specific form of grouping is imposed.

In the event of a joint grouping (*groupement conjoint*), the lead contractor (*mandataire*) is jointly and severally liable for the execution of the contract for each member of the grouping regarding their contractual obligations toward the buyer.

6.2 Grounds for exclusion

In accordance with the provisions of the French Public Procurement Code relating to mandatory exclusions and exclusions at the buyer's discretion, persons falling under any case of exclusion are excluded from the procedure.

When an economic operator finds themselves in an exclusion situation during the procedure, they must immediately inform the buyer, who will exclude them for this reason.

In the event of exclusion at the buyer's discretion, the economic operator shall present, at the buyer's request, their observations to establish that they have taken the necessary measures or that their participation in this consultation is not likely to prejudice equal treatment.

When the ground for exclusion from the awarding procedure concerns one of the members of a grouping, the buyer requires their replacement by a person who is not subject to a ground for exclusion, within ten days from the receipt of this request by the lead contractor of the grouping. Failing this, the grouping will be excluded from the procedure.

6.3 Presentation of the candidacy

Candidates have the choice to present their candidacy either:

- In the form of an electronic European Single Procurement Document (ESPD / DUME) using the ESPD service or the exposed service on PLACE.
- In the form of a standard candidacy using the DC1 and DC2 forms.

6.3.1 Candidacy via ESPD (DUME)

Candidates can present their candidacy by completing the ESPD form accessible:

- From the exposed service of PLACE.
- From the following URL address: <https://dume.chorus-pro.gouv.fr>.

Parts II (Information concerning the economic operator), III (Grounds for exclusion), IV (Selection criteria), and, if applicable, V (Reduction of the number of qualified candidates) of the form must be completed.

Additional information regarding the electronic ESPD is available at the following URL address: <https://communaute.chorus-pro.gouv.fr/pour-les-entreprises/>.

If a grouping of economic operators presents its candidacy in the form of an ESPD, each member of the grouping must provide a separate ESPD.

6.3.2 Candidature via DC1 et DC2 Forms

Candidates transmit the following information:

- Candidacy letter or DC1 form (downloadable from the link <https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat>) or equivalent, duly completed and dated. In the case of a grouping of economic operators, the DC1 form must be completed for each member of the grouping.
- Candidate's declaration or DC2 form (downloadable from the link <https://www.economie.gouv.fr/daj/formulaires-declaration-du-candidat>), or equivalent, duly completed and dated; in the case of a joint candidacy, the DC2 is completed by each member of the grouping.

In the case of a grouping of economic operators, candidates transmit the information from forms DC1 and DC2 as follows: the DC1 form will be completed for each member of the grouping; the DC2 form is completed by each member of the grouping.

6.4 Documents to be submitted with the candidacy

The application file to be submitted by each candidate must include, in addition to the application documents mentioned above, a report detailing the following:

- A list of the **main deliveries made during the last three years**, indicating the amount, date, and public or private recipient.
- The number of similar supplies manufactured and commissioned during the last five years.
- A description of the material resources, technical equipment, production capacities and tools held by the contractor, as well as the human resources, staffing levels, skills, experience, management, and qualifications at its disposal.
- A description of the quality department: size, tools, and methods for controlling processes and suppliers.
- A description of the after-sales service: size, organization, procedures, tools made available to customers, and commitments regarding response times.
- A short report presenting the candidate's social, societal, and environmental policy: social policy, CSR approach, environmental and waste management policy, certifications/labels, etc.

6.5 Minimum participation levels

The buyer does not impose minimum capacity levels on candidates.

6.6 Essential tasks

The buyer does not require certain tasks to be performed by a specific member of the grouping. As this is a supply contract, no subcontracting is permitted.

6.7 Examination of candidacies

If the buyer notices, before proceeding to examine the candidacies, that required documents or information are missing or incomplete, they may request the candidates concerned to complete their candidacy file within an identical timeframe for all. This deadline is specified within the request for completion. Candidacies that are incomplete or remain incomplete following a request for missing information will be eliminated.

As the buyer has not set minimum capacity levels as a condition for participation: candidacies that do not demonstrate professional suitability or clearly lack the professional, technical, or financial capacities required for this consultation will be eliminated.

6.8 Candidacy selection criteria

At this stage, only candidacy files are to be provided.

Following the application of the candidacy selection criteria, only the four (4) highest-ranked candidates will be invited to submit a tender.

If the number of candidates meeting the stated criteria does not reach the minimum required by the buyer, the contracting authority will proceed with the procedure with the candidates who possess the required capacities.

The selection criteria are as follows:

Professional capacity – 60 %

The following will be considered:

- The relevance and quality of the candidate's professional references in relation to the need: presentation of 1 to 3 references for the fulfilment of similar needs (acquisition, installation and maintenance of FNPT II MCC certified simulators, type Citation 525 M2 Gen2 or failing that twin-engine) with at least the date, place, client, number and characteristics of the equipment installed (certification), the organization and human resources deployed to satisfy the need, as well as the duration of development of the equipment from the order until delivery (5 pages maximum per reference).

Technical capacities – 30 %

The following will be considered:

- The quality and suitability of human resources in relation to the subject matter of the contract (engineers, production staff, maintenance personnel, etc.).
- Production capacity (factory, surface area).
- Quality certifications.
- Remote maintenance capabilities.
- Testing procedures.

Social and environmental policy – 10%

This criterion will be assessed based on a report highlighting the candidate's social and environmental policy, as well as their waste management policy.

Candidates not selected at this stage will be notified by mail via the buyer profile. Selected candidates will be notified and will have a period of at least 30 days to present their tenders from the date the invitation to participate is sent.

6.9 Verification of grounds for exclusion

Pursuant to the provisions of R. 2144-4 of the French Public Procurement Code, the buyer requires only the single tenderer to whom it is planned to award the public contract to prove that they do not fall under any of the cases of exclusion grounds.

Article 7 - Award

The framework agreement is awarded to the tenderer(s) whose tender is economically the most advantageous, regarding the award criteria set out in the consultation rules for the tender phase.

Unsuccessful tenderers are informed of the rejection of their tender under the conditions set out in Article R. 2181-1 et seq. of the French Public Procurement Code.

7.1 Verification of grounds for exclusion: submission of evidence

Tenderers to whom it is envisaged to award the framework agreement are not required to provide evidence relating to exclusion grounds that the buyer can obtain:

- Directly through an electronic data system administered by an official body.
- From a digital storage space, provided that their candidacy file contains all the necessary information to access this system or space and that access is free of charge.

Candidates are not required to provide evidence already transmitted to the buyer within the framework of a previous consultation, if it remains valid. In this case, they indicate the documents concerned as well as the reference of the consultation(s) for which the documents were already transmitted.

In the event of an inability to obtain evidence directly from administrations or bodies, the buyer will request communication thereof from the candidate.

Tenderers to whom it is envisaged to award the framework agreement shall provide, within the period fixed in the digital letter informing them that their tender is likely to be accepted, the following documents:

- The Tender Form (*Acte d'engagement*) and its eventual annexes, to be completed and signed electronically, if applicable by all members of the grouping of economic operators.
- If applicable, if the members of the grouping of economic operators do not all sign the tender form, the authorization document signed by all members of the grouping.
- The authority of the signatory/signatories to bind the entity they represent (individual contractor or grouping of economic operators).
- In the event of receivership (*redressement judiciaire*) or an equivalent procedure governed by foreign law, a copy of the judgment(s) delivered.
- If applicable, if the tenderer employs foreign workers, the nominal list of foreign workers they employ who are subject to the work authorization provided for in Article L. 5221-2 of the French Labor Code. This list must include all information appearing in Article D. 8254-2 of the Labor Code (1° Date of hire; 2° Nationality; 3° Type and order number of the title acting as work authorization).

- When the tenderer is established in France:

- o Their unique identification number allowing the buyer to access relevant information through an electronic system mentioned in 1° of Article R. 2143-13 of the French Public Procurement Code.

- o For companies in the process of registration - a receipt of declaration deposit with a business formalities center (CFE).

- o In the case where the tenderer is a subsidiary company, if applicable, a tax compliance certificate justifying the payment of corporate tax or VAT by the parent company or by the subsidiary.

- If applicable, in the case where they are not available on PLACE, the certificate(s) issued by the following competent administrations and bodies:

- o Certificate of tax compliance (with respect to income tax, corporate tax, and/or value-added tax (VAT)).

- o Certificate under Article L. 243-15 of the Social Security Code, known as the *attestation de vigilance*.

- o For any employer occupying at least twenty employees, if applicable, the certificate issued by the association managing the fund for the development of professional integration of

disabled people (AGEFIPH), concerning compliance with the provisions of Articles L. 5212-1 to L. 5212-11 of the Labor Code relating to the employment of disabled workers.

Ground for exclusion related to failure to establish a Greenhouse Gas Emissions Report

Tenderers shall present, at the request of the buyer, their greenhouse gas emissions report (BEGES) established in accordance with Article L. 229-25 of the Environmental Code. In the absence of presentation thereof within the period set by the buyer, the buyer reserves the right to exclude the concerned tenderer(s) from the procedure.

7.2 Prohibition of Award

Any candidate to whom the buyer cannot award the contract pursuant to a prohibition emanating from a directly applicable text (international agreements, European regulation, etc.) is excluded from the procedure.

7.3 Finalization / Adjustments

The buyer and the selected tenderer may proceed with a final adjustment of the components of the contract. This finalization cannot have the purpose of modifying substantial elements of the minimum requirements initially sets.

7.4 Signature

The contract is signed electronically or by handwritten signature by the selected tenderers by means of the tender form addressed to them by the buyer.

Each document to be signed must be signed individually. A signed compressed folder (zip file) does not constitute a valid signature of the documents it contains. Regardless of the format of the compressed folder, each document for which a signature is required must be signed separately.

Additional information regarding electronic signatures can be obtained:

- In PLACE (user guide - company user);
- In the "very practical" guide on the dematerialization of public procurement (economic operators version) available on the website of the Legal Affairs Directorate of the ministries of economic and financial affairs.

Pursuant to the Decree of March 22, 2019, relating to the electronic signature of public procurement contracts, the signatory must respect conditions relating to:

1. The electronic signature certificate.
2. The electronic signature tool (also called "electronic signature creation device").

The electronic signature must rely on a qualified certificate, compliant with Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market (eIDAS).

The following are authorized:

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

1st case: Qualified certificate issued by a qualified trust service provider meeting the requirements of the eIDAS European regulation.

A qualified trust service provider is a provider that provides one or more qualified trust services and has obtained qualified status from the supervisory body (Article 3.20 of the eIDAS regulation). Lists of trust providers are available:

- On the website of the National Cybersecurity Agency of France (ANSSI).

- On the European Commission website: <https://ec.europa.eu/digital-building-blocks/sites/spaces/DIGITAL/pages/467109149/eSignature+List+of+Trusted+Lists>.

When the signatory uses a certificate issued by a qualified trust service provider meeting the requirements of the eIDAS European regulation and the signature creation tool proposed by the buyer's buyer profile, no proof needs to be provided regarding the electronic signature verification procedure.

2nd case: Certificate issued by a certification authority, French or foreign, which meets equivalent requirements of the eIDAS European regulation and notably those of its Annex I.

The signatory submits, when uploading the signed document, the user manual and all elements necessary to proceed free of charge with the verification of the validity of the electronic signature, in accordance with Article 5 of the Decree of March 22, 2019, relating to the electronic signature of public procurement contracts, including, if applicable, an explanatory note in French.

Any costs for acquiring the signature certificate are borne by the candidates. A qualified electronic signature certificate issued pursuant to the Decree of June 15, 2012, relating to electronic signatures in public contracts (certificate compliant with the general security framework "RGS") remains usable until its expiry date.

Requirements Relating to the Signature Tool

The signatory uses the electronic signature tool of their choice (software, online service like the buyer's profile, electronic signature book, etc.) to affix the signature with the certificate used. The tool must comply with regulatory formats (XAdES, CAdES, or PAdES) and must produce signature tokens.

If they use a signature tool other than that of the buyer profile, this tool must comply with the requirements of the eIDAS European regulation and notably those set out in its Annex II. The signatory must transmit the user manual allowing the buyer to perform the necessary verifications.

Whatever tool is used, it must neither modify the signed document nor prejudice its integrity. The signatory, holder of the signature certificate, must have the power to bind the company. This may be either the legal representative of the company or a person who has a delegation of signature. In the situation of a grouping of economic operators, either all members of the grouping sign, or the lead contractor who must justify the necessary authorizations to represent the other members of the grouping.

Article 8 - Language

Documents and information concerning the candidacy must be written in French or English.

Article 9 - Litigations / disputes

The competent court is the Administration Court of:

Tribunal Administratif de Toulouse
68 Rue Raymond IV
31000 Toulouse
Tel. : +335 62 73 57 57
Fax : +335 62 73 57 40
greffe-ta.toulouse@juradm.fr