

FRENCH CIVIL AVIATION UNIVERSITY (ENAC)

7 Avenue Édouard Belin – BP 54005
31055 Toulouse Cedex 4 – France

FRAMEWORK AGREEMENT FOR SERVICES

INVITATION TO TENDER REGULATIONS

202600FCS042-MAPA

Contracting Authority: French Civil Aviation University (ENAC)

Subject of the Framework Agreement

"EASA Modular Training Courses & EASA Ratings"

Established in accordance with the French Public Procurement Code.

Procurement procedure:

Open adapted procedure pursuant to Article R2123-1 (3) of the French Public Procurement Code.

Deadline for Submission of Tenders

Thursday, 20 August 2026 at 12:00 noon (French time)

ONLY ELECTRONIC SUBMISSIONS WILL BE ACCEPTED

Procurement Portal

<https://www.marches-publics.gouv.fr/?page=Entreprise.EntrepriseAdvancedSearch&AllCons&id=3032909&orgAronyme=d4t>

INVITATION TO TENDER REGULATIONS

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Article 1 – Contracting Authority

French Civil Aviation University (ENAC)

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31055 Toulouse Cedex 4

France

E-mail: marches-publics@enac.fr

Website:

<https://www.marches-publics.gouv.fr>

Article 2 – Subject of the Procurement

2.1 Purpose of the Contract

"EASA Modular Training Courses & EASA Ratings"

Common Procurement Vocabulary (CPV)

Main CPV Code:

80000000 – Education and Training Services

2.2 Procurement Procedure

This procurement procedure is conducted as an **open adapted procedure** pursuant to Article R2123-1 (3) of the French Public Procurement Code relating to contracts for social and other specific services listed in the Order of 30 April 2019 annexed to the French Public Procurement Code, and more specifically **education and training services**.

2.3 Form of the Contract

The services shall be performed under a **multi-award framework agreement** (maximum of five contractors per lot) implemented through purchase orders, with **no minimum commitment** but subject to a **maximum contract value** over the total duration of the framework agreement, in accordance with Article R2162-4 (2) of the French Public Procurement Code.

Lot	Description	Minimum value (excl. VAT)	Maximum value (excl. VAT)
Lot 1	EASA Modular Practical Training	None	€6,600,000
Lot 2	Airbus A320 Type Rating + TRI + SFI	None	€250,000
Lot 3	Airbus A220 Type Rating + TRI + SFI	None	€250,000
Lot 4	Citation CJ2 M II Type Rating + TRI + SFI	None	€500,000

Exceptionally, services not specifically defined in the framework agreement may be ordered by means of purchase orders up to a limit of **5% of the total value of each lot**, provided that this does not conflict with the fundamental principles governing public procurement or the principle of periodic competition.

Article 3 – General Provisions

3.1 Breakdown of the Contract

The contract is divided into four lots:

Lot 1 – Modular Practical Training

- EASA PPL(A)
- Modular LAPL(A) including IFR module
- CPL(A)
- MEP Class Rating
- IR(SE)
- IR(ME)
- Hour Building
- and associated training courses.

Lot 2 – Airbus A320 Training

EASA Airbus A320 Type Rating with or without Base Training, together with simulator-only instructor training (SFI / Simulator-only TRI).

Lot 3 – Airbus A220 Training

EASA Airbus A220 Type Rating with or without Base Training, together with simulator-only instructor training (SFI / Simulator-only TRI).

Lot 4 – Citation CJ2 M II Training

EASA Citation CJ2 M II Type Rating (without Base Training), together with qualifications and simulator-only instructor training (SFI / Simulator-only TRI).

3.2 Contract Duration

The framework agreement shall remain valid for the period during which purchase orders may be issued.

The initial term shall be **twelve (12) months** from the date of notification of the contract.

The framework agreement may be **renewed automatically three times**, each renewal being for a period of **twelve (12) months**, resulting in a maximum overall duration of **forty-eight (48) months**, under the conditions set out in the Special Administrative Conditions (CCAP).

The contractor may not refuse renewal in accordance with Article R2112-4 of the French Public Procurement Code.

Where the framework agreement is not renewed, a notice period of **four months** shall apply.

Purchase orders shall be awarded in accordance with the ranking established under the award criteria of this procurement procedure.

Should the successful contractor decline a purchase order, it shall be offered sequentially to the next-ranked contractor.

Where a contractor is already performing one or more purchase orders, ENAC reserves the right, in order to avoid overloading the contractor's resources, to allocate the purchase order to the next-ranked contractor.

Additional contracts may subsequently be awarded without prior publication or competition under the conditions set out in the Special Conditions and pursuant to Article R2122-7 of the French Public Procurement Code.

3.3 Financing and Payment Arrangements

Payment schedule:

- 30% advance payment upon issue of the purchase order (where the advance payment has been accepted in the Contract Commitment Form);
- One interim invoice based on services actually performed;
- Final invoice.

For all lots, payment shall be made for services actually performed following certification of satisfactory performance.

The contractor may submit one or more invoices during contract performance.

During the training programme, the contractor may submit an interim invoice covering services already completed and accepted. Where applicable, this interim invoice shall be deducted from the advance payment.

Upon completion of the training programme, the contractor shall submit the final invoice.

Payments relating to purchase orders shall be made by bank transfer following acceptance of the services and receipt of the corresponding invoices through the Chorus Pro platform.

3.4 Legal Form of the Successful Tenderer

No specific legal form is required for groups of economic operators.

3.5 Subcontracting

Subcontracting of the training services is prohibited.

It is specified that instructors listed in the Contractor's approved instructor roster shall not be regarded as subcontractors.

Other services may be subcontracted. In such cases, the subcontractor must receive prior approval from ENAC. Approval of subcontractors may be granted during contract performance under the conditions laid down in the French Public Procurement Code.

3.6 Validity Period of Tenders

Tenders shall remain valid for a period of **180 days** from the deadline for submission of the final tenders following negotiations.

3.7 Variants

Variants submitted at the initiative of tenderers in relation to the subject matter of the framework agreement are **not permitted**.

3.8 Other Provisions

The Contractor shall ensure that all services are performed in compliance with the legislative and regulatory provisions in force relating to environmental protection, occupational health and safety, public safety and protection of neighbouring communities.

The Contractor shall be able to provide evidence of such compliance throughout the execution of the contract and during the warranty period upon simple request by the Contracting Authority.

Should environmental legislation change during the performance of the contract, any amendments requested by the Contracting Authority in order to comply with the new legal requirements shall be formalised by means of a contract amendment signed by both parties.

Article 4 – Procurement Documents

4.1 Contents of the Procurement Documents

The procurement documents comprise:

- Invitation to Tender Regulations;
- Contract Commitment Form serving as the Technical Specifications;
- Financial Appendices;
- ENAC **OMM.SITE** form to be completed.

4.2 Electronic Access to the Procurement Documents

Pursuant to Article R2132-2 of the French Public Procurement Code, the Contracting Authority provides free electronic access to the procurement documents exclusively through the French Government procurement platform (**PLACE**).

<https://www.marches-publics.gouv.fr/>

This website is freely accessible and enables all exchanges relating to this procurement procedure.

Tenderers shall submit their tenders **exclusively by electronic means**.

Tenderers may register on the platform and provide an email address enabling secure electronic correspondence, particularly for the transmission of additional information, clarifications or amendments.

The Contracting Authority guarantees the integrity of all documents made available online.

Tenderers shall refer to the IT tools and the User Guide available on the PLACE platform for any operation relating to the website.

These documents form an integral part of the Invitation to Tender Regulations.

Tenderers shall use a certification provider of their choice selected from the list published by the **French National Cybersecurity Agency (ANSSI)**.

The procurement documents transmitted electronically must be electronically signed in accordance with the requirements detailed below.

Pursuant to the Order of 12 April 2018 relating to electronic signatures in public procurement, tenderers shall comply with the requirements relating both to:

- the signatory's electronic signature certificate; and
- the electronic signature tool used (software, online service or electronic signature platform), which must generate signature tokens complying with one of the three accepted regulatory formats.

1. Requirements Relating to the Signatory's Electronic Signature Certificate

The electronic signature certificate shall provide at least the required level of security.

Case 1 – Certificate Issued by a Recognised Certification Authority

The signature certificate shall be issued by a Certification Authority appearing on one of the recognised Trusted Lists.

In this case, the tenderer is not required to provide any supporting evidence regarding the signature certificate used.

Case 2 – Certificate Not Included on a Trusted List

The electronic procurement platform accepts any electronic signature certificate offering a level of security equivalent to that required by:

- the French General Security Framework (RGS);
- Regulation (EU) No. 910/2014 (**eIDAS**).

The tenderer shall ensure that the certificate used complies with the minimum level of security required and shall provide all information necessary for verification by the Contracting Authority.

Supporting documentation shall include:

- evidence of the Certification Authority's qualification;
- certification policy;
- complete certification chain;
- access to the latest certificate revocation list;
- the internet address of the national trust list or, failing that, the public certificate data, including revocation lists and the issuing certification service provider's certificate.

2. Signature Tool Used

Tenderers may use the electronic signature tool of their choice.

Case 1 – Signature Tool Provided by PLACE

Where the PLACE signature tool is used, no additional documentation is required.

Case 2 – Other Signature Tool

Where another electronic signature solution is used, the tenderer shall:

1. Produce signatures in **XAdES**, **CAdES** or preferably **PAdES** format.
2. Provide, free of charge, all information required to verify the validity of the electronic signature and the integrity of the signed document.

This information shall include:

- the download link for the signature verification software;
- user instructions;
- installation prerequisites;
- supported operating systems;
- an alternative verification procedure where installation is impossible (remote assistance, on-site support, etc.).

General Reminder

A signed ZIP archive does **not** constitute the signature of the individual documents it contains. Each document requiring signature shall therefore be signed separately.

A scanned handwritten signature is merely a copy and **cannot replace** a legally valid electronic signature.

4.3 Amendments to the Procurement Documents

The Contracting Authority reserves the right to issue amendments to the procurement documents no later than **ten (10) days** before the deadline for submission of tenders.

Tenderers shall prepare and submit their tenders on the basis of the amended procurement documents.

Should the deadline for submission of tenders be extended while tenderers are preparing their bids, the above provisions shall apply by reference to the revised submission deadline.

Article 5 – Submission of Tenders

5.1 Documents to be Provided

Each tenderer shall submit a complete application file containing the following documents.

Application Documents

- Letter of Application (**DC1** form);
- Contact details (including email addresses) of **two authorised representatives**, as communications during the procurement procedure will primarily be conducted electronically;
- Tenderer's Declaration (**DC2** form);
- Annual tax and social security compliance certificates;
- Valid **EASA ATO Certificate**;
- Technical Proposal;
- Completed ENAC **OMM.SITE** form;
- List of aircraft fleet and certificates relating to the equipment used for the proposed training programme;
- List of instructors meeting the qualification requirements for the proposed training programme;
- Copies of all valid insurance policies together with a detailed description of the cover provided, translated into French and expressed in euros;
- Flight School Operations Manual (upon request by ENAC);
- Training policy and pedagogical rules;
- Latest oversight authority audit reports;
- Safety occurrence report;
- Safety Management System (SMS) documentation;
- Description of accommodation and catering facilities.

Contents of the Technical Offer

The tender shall include:

- the duly completed **Contract Commitment Form**, which also serves as the Technical Specifications;
- the relevant Financial Appendix for each lot;
- a Technical Proposal structured as follows.

a. Flight Training Organisation

- Presentation of the management team;
- General presentation of the training organisation;
- Experience of the ATO in CPL / IR(SE) training, including:
 - o number of trainees over the last three years;
 - o success rates.

b. Training Team

- Presentation of instructors likely to participate in the training;
- Curriculum Vitae of instructors proposed for standardisation;
- Curriculum Vitae of the entire instructional team.

c. EASA ATO Training Programmes

Presentation of the approved training programmes, including:

- syllabus;
- training duration;
- number of training hours;
- distribution between theoretical instruction and practical assessments;
- teaching methods.

The tenderer shall present all approved training programmes covered by the scope of the procurement.

The grading system and competency-based assessment methodology shall also be described.

Exception

For **Lot 1**, the proposed **LAPL(A)** programme must obtain official approval no later than contract award. A draft programme shall nevertheless be included in the tender.

d. Facilities and Training Resources

Training Facilities

- Classrooms;
- Briefing rooms;
- Rest areas.

Training Resources

The tenderer shall provide copies, extracts or online access to the following:

- trainee progress monitoring system;
- e-learning platform;
- reference manuals;
- training documentation;
- course material.

e. Additional Services

Accommodation

Presentation of hotel accommodation (**minimum 3-star standard**) or student residence together with associated services.

Where applicable:

- airport shuttle service for international flights;
- daily transport between accommodation and the ATO where the distance exceeds one kilometre.

Catering

The tenderer shall describe:

- full-board arrangements, where available;
- alternative catering solutions where full board is not provided.

Leisure Activities

Presentation of recreational and cultural activities available to trainees.

f. Additional Documents

- Internal Regulations;
- Welcome Handbook (where applicable);

- Corporate Social and Environmental Responsibility (CSR) Policy.

Banking Details

A Bank Identity Statement (RIB/IBAN).

Documents Relating to Subcontractors

For each proposed subcontractor, the tenderer shall also provide:

- evidence of the subcontractor's professional and financial capacity;
- a declaration from the subcontractor confirming that none of the exclusion grounds provided for in Article R2193-1 (paragraph 2) of the French Public Procurement Code applies.

Pursuant to Article R2144-7 of the French Public Procurement Code, the successful tenderer shall only be definitively awarded the framework agreement after submitting, within the prescribed period, all supporting documents, evidence, explanations and additional information requested by the Contracting Authority.

5.2 Amendments to the Technical Specifications

Tenderers shall not amend the Technical Specifications.

They shall submit a tender strictly complying with the procurement documents.

5.3 Currency

The framework agreement shall be concluded in **euros (€)**.

5.4 Conditions for Submission of Tenders

Electronic Submission

Applications and tenders shall be submitted **exclusively by electronic means** via the French Government procurement platform (**PLACE**) at the following address:

<https://www.marches-publics.gouv.fr/>

A user guide for tenderers is available under the "**Help**" section of the platform.

Should technical difficulties arise, tenderers may contact the customer support service by email:

place.support@atexo.com

Responsibility of the Tenderer

Tenderers are solely responsible for ensuring that they are technically capable of submitting their tenders before the submission deadline.

They are therefore strongly encouraged to use the **test procurement procedure** available on the purchaser profile in order to verify that their IT environment is fully operational.

Particular attention should be paid to:

- the technical capacity of the computer equipment used;
- the quality and bandwidth of the Internet connection;
- network traffic, which may significantly increase upload times.

The test platform is available at:

<https://www.marches-publics.gouv.fr/index.php?page=entreprise.EntrepriseAdvancedSearch&AllCons&orgTest>

A detailed user manual is also available on the PLACE website.

Tenderers shall comply with all technical prerequisites and General Conditions of Use published on the platform.

Technical Assistance

In the event of technical difficulties affecting the use of the platform, tenderers shall first use the online assistance function available on PLACE.

If this is not possible, assistance may be requested by email at:

place.support@atexo.com

Requests for assistance shall include at least:

- name of the requester;
- company name;
- email address;
- telephone number;
- address of the webpage concerned;
- functionality concerned;
- procurement reference;
- type of procurement procedure;
- stage of the procedure;
- detailed description of the problem encountered;
- screenshot illustrating the issue.

Scope of Technical Assistance

The support service only covers issues relating to the operation of the PLACE platform.

It does **not** cover:

- the tenderer's Internet connection;
- workstation configuration;
- antivirus software;
- electronic signature software;
- Java components;
- firewalls;
- or any other element of the tenderer's own IT environment.

Foreign tenderers are responsible for taking account of French business hours when requesting assistance.

Platform Unavailability

Where the PLACE platform becomes unavailable owing either to:

- failure of the platform service provider; or
- force majeure (an unforeseeable, unavoidable event beyond the control of the parties),

and such unavailability occurs:

- for a cumulative period of **one hour during the four hours preceding the submission deadline**, or
- during the **final fifteen minutes** before expiry of the submission deadline,

the deadline shall automatically be extended by **twenty-four (24) hours**.

Where the revised deadline falls on a Saturday, Sunday or French public holiday, it shall be postponed until the next working day at the same time.

Additional Information

Tenderers shall bear all costs relating to:

- Internet access;
- acquisition of an electronic signature certificate;
- preparation and transmission of their tender.

Tenderers should note that upload speeds are generally significantly lower than download speeds and should therefore allow sufficient time for submission.

Electronic Signature Certificate

Documents requiring signature shall be electronically signed using a **valid electronic signature certificate**, which must not be expired or revoked.

The certificate must be issued to a person duly authorised to legally bind the tenderer.

Electronic signatures shall comply with **Regulation (EU) No. 910/2014 (eIDAS)**.

Tenderers may also use certificates complying with the former **French General Security Framework (RGS)** where such certificates remain valid under the applicable regulations.

The PLACE platform accepts all recognised compliant certificates.

Recognised certification authorities include:

- French certification bodies listed by **LSTI**;
- Trusted Lists published by Member States of the European Union.

Where a certificate is not included in one of these recognised lists, the signatory shall provide all documentation enabling the Contracting Authority to verify the validity of the certificate free of charge.

Such documentation shall include, at a minimum:

- the procedure for verifying the validity of the electronic signature;
- the website of the certification authority;
- public certificate information;
- certificate revocation lists;
- the issuing certification authority's certificate.

Tenderers are reminded that obtaining an electronic signature certificate may require several days.

No extension of the submission deadline shall be granted for this reason.

Electronic Time Stamp

All electronic submissions shall be automatically time-stamped by the PLACE platform.

Any submission received after the deadline shall be deemed late and shall not be considered.

The official submission date and time shall be those recorded by the PLACE platform.

Accepted File Formats

The following formats are accepted by ENAC:

- .doc
- .docx
- .xls
- .xlsx
- .ppt
- .pptx
- .pdf
- .rtf
- .zip

Tenderers are encouraged to:

- submit price schedules in Excel format whenever possible;
- submit technical documentation in Word or PDF format;
- avoid executable (.exe) files;
- avoid macros;
- avoid linked external data sources.

Security and Confidentiality

The security of electronic exchanges is ensured through the use of a secure HTTPS connection. Confidentiality is guaranteed by encryption of transmitted files. Document integrity is ensured through electronic signature.

Antivirus Protection

Tenderers shall ensure that all transmitted files are free from viruses. Every file included in the application or tender shall be scanned using up-to-date antivirus software prior to submission. Any file containing a virus shall render the corresponding submission inadmissible. Where a virus is detected, the submission shall be deemed never to have been received. The tenderer shall be informed using the contact details provided during registration.

Backup Copy

Tenderers submitting their application and tender electronically may also submit a **backup copy** on a physical electronic medium (CD-ROM, DVD-ROM or USB flash drive) or on paper. The backup copy shall contain exactly the same files and information as the electronic submission and **must reach ENAC before the deadline for submission of tenders**. The backup copy shall be placed in a sealed envelope clearly marked as follows:

Procurement No. 202600FCS042-MAPA
"Backup Copy"
Procurement Department
École Nationale de l'Aviation Civile (ENAC)
7 Avenue Édouard Belin
CS 54005
31055 Toulouse Cedex 4
France

Backup copies may be delivered:

- by post; or
- by hand against receipt,

from **Monday to Friday** (excluding public holidays)

- 09:00 – 12:00
- 14:00 – 16:00

Only the following ENAC representatives are authorised to receive backup copies:

- Mrs Cécile Buxeul
- Mrs Lilia Droua
- Mrs Pierrette Lavergne
- Mrs Clara Martin-Boutault

Antivirus Reminder

Tenderers shall ensure that all submitted files are free from viruses. Any submission containing an infected file shall be declared inadmissible. Where a virus is detected, the submission shall be deemed never to have been received, and the tenderer shall be informed using the contact details provided during registration.

5.5 Negotiations

ENAC reserves the right to enter into negotiations with the tenderers whose tenders are ranked among the **five highest-scoring tenders** following the initial evaluation.

Negotiations may be conducted in one or several successive stages.

They may take place:

- in writing; or
- through an oral hearing (interview).

Where negotiations take the form of an interview, invited tenderers shall receive a formal invitation specifying:

- the format;
- date;
- time;
- duration;
- location;
- agenda.

Negotiations shall be conducted under conditions ensuring **strict equal treatment** of all tenderers.

Their purpose may include:

- clarifying the procurement documents;
- adapting certain contractual provisions;
- improving the content of tenders;
- discussing financial aspects;
- regularising irregular tenders where permitted by law.

Throughout the negotiation process, ENAC shall not disclose information that could unfairly advantage one tenderer over another.

All discussions shall remain confidential and shall comply with applicable business confidentiality obligations.

Negotiations may **not substantially modify** either:

- the characteristics of the procurement; or
- the contractual performance conditions defined in the procurement documents.

Should the number of suitable candidates be lower than initially expected, ENAC may continue the procedure with those candidates whose professional capacity is considered satisfactory and whose tenders are admissible.

ENAC also reserves the right **not to negotiate** and to award the framework agreement directly to the tenderer submitting the **most economically advantageous tender** following evaluation of the initial offers.

Tenderers are therefore strongly encouraged to submit their **best offer from the outset**.

Inappropriate, Unacceptable and Irregular Tenders

Tenderers are reminded that inappropriate, unacceptable and irregular tenders may be rejected. An **inappropriate tender** is one which is clearly incapable, without substantial modification, of meeting the Contracting Authority's requirements.

An **unacceptable tender** is one whose price exceeds the budget allocated to the procurement before the launch of the procedure.

An **irregular tender** is one that fails to comply with the requirements of the procurement documents, is incomplete, or infringes applicable legislation, particularly in relation to labour, social or environmental law.

Nevertheless, ENAC may invite all concerned tenderers to regularise irregular tenders, provided that such tenders are not abnormally low.

Similarly, ENAC may, if it so decides, negotiate with tenderers having submitted irregular or unacceptable tenders where permitted under the French Public Procurement Code. Following completion of negotiations, the tender obtaining the **highest overall score** shall be regarded as the **Most Economically Advantageous Tender (MEAT)**.

5.6 Signature of the Tender

The framework agreement shall be signed by the successful tenderer either:

- by means of a qualified electronic signature; or
- by handwritten signature,

using the Contract Commitment Form transmitted by the Contracting Authority.

Each document requiring signature shall be signed **individually**.

Article 6 – Evaluation of Tenders

The evaluation of tenders shall be carried out in accordance with **Article R2152-7 of the French Public Procurement Code** using the criteria set out below.

Selection Criteria Applicable to All Four Lots

The candidates' suitability shall first be assessed on the basis of:

1. Technical capacity;
2. Financial capacity.

Professional capacity shall be evaluated with regard to:

- staffing levels;
- educational and professional qualifications;
- technical resources;
- qualifications;
- certifications.

Tender evaluation shall be carried out in accordance with **Article R2152-7 of the French Public Procurement Code** on the basis of the following award criteria.

Award Criterion No. 1 – Technical Value (Weighting: 55 points)

Sub-criterion 1.1 – Suitability of the Training Organisation (30 points)

The Contracting Authority shall assess the suitability of the facilities, equipment and resources proposed by the tenderer for the delivery of ENAC training programmes.

A. Equipment and Fleet (10 points)

Lot 1

Assessment shall include:

- number and quality of classrooms;
- briefing and debriefing facilities;
- teaching equipment;
- type and number of aircraft available;
- suitability of aircraft avionics;
- availability of flight simulators.

Lots 2, 3 and 4

Assessment shall include:

- number and quality of classrooms;
- briefing and debriefing facilities;
- teaching equipment;
- type and number of simulators;
- simulator qualification level;
- year of commissioning;
- reliability and breakdown rates.

B. Instructional Staff (10 points)

The evaluation shall take into consideration:

- number of instructors;
- employment status;
- instructor qualifications;
- instructor availability;
- experience of the instructional management team;
- experience of instructors delivering the proposed training programmes.

C. Safety Management and Compliance (10 points)

Tenderers shall present their:

- Safety Management System (SMS);
- Compliance Monitoring System;
- safety reporting policy;
- occurrence reporting process;
- safety investigation methodology;
- corrective action process;
- internal safety communication arrangements.

Particular attention will be paid to the maturity and effectiveness of the safety management processes implemented within the Approved Training Organisation (ATO).

Sub-criterion 1.2 – Training Programme, Pedagogical Framework and Competency-Based Training (15 points)

Tenderers shall provide a detailed presentation of the proposed training programmes, including:

- approved syllabus;
- overall training duration;
- proposed training schedule;
- training calendar;
- theoretical instruction;
- practical training;
- assessment methodology.

The complete set of approved EASA training programmes included within the scope of the procurement shall be presented.

Tenderers shall also explain:

- grading methodology;
- competency assessment process;
- Competency-Based Training (CBT) approach.

Particular Requirement for Lot 1

For the **LAPL(A)** programme, formal approval may be obtained after submission of the tender but **must have been obtained by the date of contract award**.
A draft programme shall nevertheless be included in the tender documentation.

Sub-criterion 1.3 – Additional Services (10 points)

Evaluation shall take account of the quality of the services offered to trainees, including:

- accommodation;
- catering;
- transport arrangements;
- student support services;
- proximity of accommodation to the training facilities.

Award Criterion No. 2 – Price (Weighting: 40 points)

The financial score shall be determined by applying a predefined evaluation scenario to the **Schedule of Unit Prices (BPU)**.

The amount retained for evaluation purposes shall correspond to the total value resulting from the estimated pricing scenario.

Evaluation Scenario

Lot 1

The evaluation shall be based on packaged training programmes (including administrative fees, visa fees where applicable and all related services) for **four trainee groups**:

- one group of **12 trainees** enrolled on the LAPL(A) programme including the IFR module required by ENAC;
- one group of **10 trainees** enrolled on the LAPL(A) programme including the IFR module required by ENAC;
- one group of **4 trainees** enrolled on the Modular IR(ME)(A) programme including the MEP Class Rating;
- one group of **4 trainees** enrolled on the Modular CPL(A) programme.

Lots 2, 3 and 4

Evaluation shall be based on a packaged training programme for **one pair of trainees** covering the complete scope of the relevant lot, using the following weighting:

- 60% — Type Rating (excluding Base Training);
- 20% — TRI qualification;
- 20% — TRE qualification (where applicable under the relevant lot).

Award Criterion No. 3 – Corporate Culture: Corporate Social Responsibility and Environmental Responsibility (Weighting: 5 points)

This criterion shall assess the effective implementation of the tenderer's Corporate Social Responsibility (CSR) and environmental policy.

Tenderers shall describe the measures implemented within their Approved Training Organisation (ATO).

Where an ATO operates several training sites, ENAC will give favourable consideration to organisations allowing ENAC to select the most appropriate training location in order to minimise the carbon footprint associated with travel by trainees and instructors.

Scoring Method

Each criterion shall be scored individually.

The weighting indicated above shall then be applied to each score in order to determine the final overall score.

Final Ranking

For each lot, the final ranking shall be established on the basis of the overall score obtained by each tenderer following evaluation of the final tenders.

Should the training programmes evolve during the life of the framework agreement, ENAC may require submission of a revised Financial Appendix and may revise the ranking accordingly.

Article 7 – Audits

In order to verify the technical value of the tender and the information contained in the Technical Proposal, ENAC shall carry out technical audits of all admissible tenders.

The audit shall initially be based on the documentation submitted by the tenderer.

Where necessary, the documentary review may be supplemented by an on-site audit at the tenderer's training facilities.

The audit may also include an **observation flight**.

Each Party shall bear its own costs associated with the audit.

During the evaluation process, each tenderer shall grant ENAC's audit team access to its facilities.

The audit dates and times shall be agreed jointly between ENAC and each tenderer.

Upon request, the audit findings shall be communicated to the tenderer.

The results of the audit shall be taken into account when assessing the Technical Value criterion.

The audit period is scheduled to take place between **Weeks 36 and 40**.

An on-site audit is expected to last approximately **three (3) days**.

Article 8 – Additional Information

Additional information relating to the procurement documents shall be provided to economic operators **no later than six (6) days before the deadline for submission of tenders**, provided that requests for clarification have been submitted in due time, i.e. **no later than Monday, 10 August 2026 at 12:00 noon (French time)**.

Requests for clarification shall be submitted via the following website:

<https://www.marches-publics.gouv.fr/>

Remedies

Competent Court

Administrative Court of Toulouse

68 Rue Raymond IV

31000 Toulouse

France

Telephone: +33 (0)5 62 73 57 57

Fax: +33 (0)5 62 73 57 40

Procurement Reference: 202600FCS042-MAPA

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