

Open Procedure No. EMSA/OP/13/2014 For Service Contract for Aerial Dispersant Application Service

Minutes of the Information Meeting

Place: EMSA, Lisbon
Date: 14 January 2015
EMSA attendees: Ms Helena Ramón Jarraud, Mr Walter Nordhausen, Mr Marian Cirnat,
Ms Sara De Donatis
Purpose/topic: Procurement procedure No. EMSA OP/13/2014 for Service Contract for Aerial Dispersant Application Service

1. At the beginning of the meeting, EMSA welcomed the participants and highlighted the main purpose of the meeting, which was to clarify the key technical and financial elements of the Open Procedure for contracting an aerial dispersant application service. Following this introduction, EMSA presented the role of the Agency and its capacities in the field of pollution response. .
2. The following presentations were delivered by EMSA during the meeting as announced in the Agenda:
 - a. *Description of the Aerial Dispersant Application Service*

EMSA provided an overview of the main service requirements applicable for the airplane, the dispersant spraying equipment and the service provider. The relevant phases related to the implementation of the contract as well as the description of the procedure to mobilise the arrangement and activate the service were also examined during this presentation.
 - b. *Description of the Service Contract and Guidelines for submitting an offer*

This presentation provided an overview of the main legal and financial elements in relation with the Airplane Availability Contract (AAC), the Incident Response Contract for the airplane (IRC-A) and the International/National Airplane Exercise Participation Agreement. This presentation provided also general information on the tender criteria (Exclusion, Selection and Award criteria) to be fulfilled in order to submit an admissible tender. In addition, information was provided on the procurement timetable and on the way in which the tender is to be submitted by filling in the bid template document.
3. At the end of the meeting EMSA indicated that the presentations and the minutes of the information meeting would be published on the Agency's website (www.emsa.europa.eu/work/procurement.html).
4. EMSA informed that candidates are allowed to submit further questions to the dedicated e-mail address OPEN132014@emsa.europa.eu.
5. Questions raised during the meeting were answered as reported in the attached document.

Attachment:

- Questions and answers