

SPECIAL CONDITIONS TO TENDER

Tender reference:
2026ALOI-NGGM_PROOFMASS-CC

PURPOSE OF THE TENDER

Manufacturing of 8 rough proff-mass for the ESA NGGM mission
for ONERA

DEADLINE FOR SUBMITTING APPLICATIONS AND TENDERS

3rd June 2026 at 3:00 PM (Paris time)

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PREAMBLE

The tender documents are made up of the following:

No.	Title
Attm 1	This document provides the specific conditions to tender (SCT) , and defines the terms & conditions of the tender, and the specific execution conditions of the upcoming purchase order
Attm 2	The General Conditions of Purchase (CGA) of ONERA applicable to the upcoming purchase order
Attm 3	The Supplier Information Sheet
Attm 4	The Technical Specifications (TS) , consisting of the following two (2) documents: • NGGM-RQ-ONE-017-I2.0_Manufacturing of the Rough Proof-mass • NGGM-DW-ONE_0201A_PROOF_MASS
Attm 5	The Decomposition of the Global and Fixed Price (DGFP)
Attm 6	The Certificate relating to the prevention of concealed or illegal work
Attm 7	The Applicant's references

These documents are the property of ONERA. The information thus communicated may not be used for any other purpose than preparing a bid for this tender.

The tender documents can be downloaded from the French government's purchasing platform (PLACE) at the address <https://www.marches-publics.gouv.fr>, on ONERA's buyer profile under the reference 2026ALOI-NGGM_PROOFMASS-CC.

Information on uploading via PLACE:

1/ It is recommended that tenderers identify themselves when uploading the file to the platform. Otherwise, they will not be able to receive any messages relating to the procedure, transmitted exclusively by PLACE (e.g. changes to the tender file, answers to questions, etc.).

2/ Electronic messages sent by the platform are sent from the e-mail address nepasrepondre@marches-publics.gouv.fr. It is the applicant's responsibility to ensure that emails sent from the PLACE are not filtered.

1 **PURPOSE – DESCRIPTION OF THE SERVICE AND ITS STRUCTURE**

1.1 **Purpose**

These specific rules define the procedures for the implementation of the tender procedure prior to the placement of a purchase order. The purpose of this will be:

Manufacturing of 8 **rough** proof-mass in the framework of the ESA NGGM mission for ONERA

This purchase order will be governed by the General Conditions of Purchase of ONERA (Attm 2).

1.2 **Funding**

The service will be financed with ESA funds.

1.3 **Security of the contract**

The purchase order does not include any specific security clauses.

2 **CONTRACTING PROCESS - PROCEDURE**

2.1 **Procedure**

Pursuant to Articles L2512-1 and L2512-2 of the French Public Procurement Code (FPPC), ONERA applies the procurement procedures applicable to ESA for the specific purpose which is the subject of Section 1.1 above.

In accordance with the provisions of Article 13 of the ESA Procurement Regulations and related Implementing Instructions¹, in light of the nature of the services and the amount at stake, the tender is being carried out according to an **open competitive procedure**.

2.2 **Allotment**

The purchase order consists of a single package. The nature of the services requires a coherent package.

2.3 **Variants and possible additional services**

Definitions	
Variants	alternative offer
Possible additional service	additional element to the tender

a. Variants

"Free" variants, at the tenderer's initiative, are prohibited.

There are no variants "imposed" by ONERA.

b. Possible additional services

The tender does not include any possible additional services (PAS) "imposed" by ONERA.

¹ Available at the following address: https://download.esa.int/docs/LEX-L/Contracts/ESA-REG-001_rev5_EN.pdf

2.4 Communications

Throughout the tender period, the candidate may contact and ask questions to ONERA concerning the project and the procedure. **All communication shall take place exclusively via the PLACE online portal on ONERA's buyer profile.** They shall be received at the latest seven (7) working days before the deadline for submission of applications and tenders. ONERA undertakes to provide an answer to all questions asked. No answers will be provided to questions received after the deadline. No oral questions will be answered.

All questions and their related answers shall be transmitted to all applicants. This is subject to their general scope and to the confidentiality of the information provided by the applicant.

2.5 Modifying the details of the tender file

ONERA reserves the right to make changes to the details of the tender file, at the latest five (5) working days before the deadline set for the submission of tenders. The candidate shall then submit a bid on the basis of the modified tender file, without being able to lodge any complaint in this regard.

If, during the candidate's consideration of the file, the deadline for the submission of tenders is postponed, the preceding provision is applicable in relation to this new date.

2.6 Supplementary supply contract

In accordance with Clause 47.1 of the General Clauses and Conditions for ESA contracts, ONERA reserves the right to award contracts directly to the future Supplier or to a Third Party selected by ONERA for the re-supply of a product, application or result of the future contract.

3 MAIN CONTRACTUAL TERMS TO THE PURCHASE ORDER

3.1 Detail of services and applicable documentation

The services to be provided are defined and detailed in the Technical Specification (TS) in Attachment 4.

The applicable documents to the purchase order are as follows, in descending order of priority in the event of a conflict:

- The upcoming order and its appendices (Attm 6 and the applicable specific provisions including the terms of this Article 3)
- The Technical Specification (TS) (Attm 4),
- The General Conditions of Purchase of ONERA (Attm 2),
- The supplier's offer, including the Decomposition of the Global and Fixed Price (Attm 5)

3.2 Price

a. Purchase order amount

The prices (as indicated in the Decomposition of the Global and Fixed Price (DGFP) in Attm 5) include, in particular, all fees, travel expenses, expert fees, administrative costs, transportation costs, insurance costs, warranty costs, etc., necessary for the performance of the services.

The Incoterm DDP - ONERA Chatillon FRANCE (Incoterms 2020) shall apply to the Purchase order.

Value-added tax is paid at the rate in effect on the date of the chargeable event and in accordance with applicable regulations.

ONERA shall be responsible for the relevant Value Added Tax (VAT), if the Contractor is foreign.

b. Price update for raw material

Due to the high volatility of prices for the raw materials needed to provide these services, the prices of the raw materials (Platinum and Rhodium) are updatable on the date of the purchase order by the Supplier of the said raw materials, by applying the following formula:

$$P = P_0 \times (I_n/I_0)$$

With:

P: updated price

P₀: initial price of the relevant raw material as defined in the DGFP (Attm 5)

I_n: corresponds to the closure index of the raw material read one day prior to the issue of the purchase order by the Supplier (based on the proof of order provided to ONERA)

I₀: corresponds to the closure index of the raw material read at the date of 15/04/2026, basis for the offer

	Index – 15/04/2026	Index
Platinum	2 154,3	https://fr.tradingeconomics.com/commodity/platinum
Rhodium	10 070,5	https://fr.tradingeconomics.com/commodity/rhodium

3.3 Payment conditions

Payment will be made all at once following the delivery of all expected deliverables and after ONERA's acceptance of all services defined in the TS in Attm 4.

3.4 Payment terms

a. Method of transmitting invoices

French Supplier:

The French Supplier shall send its invoices using the dematerialized transmission method.

Invoices shall be made out to ONERA - Agence comptable and shall include the number of the purchase order.

Invoices shall be submitted on the CHORUS PRO portal at <https://chorus-pro.gouv.fr>

To send its invoices to ONERA, it shall enter the "SIRET" number of ONERA head office in Palaiseau, namely: 775 722 879 00084 and the CHORUS legal commitment number of the purchase order (starting with "EJ").

For billing and payment information: **agence-comptable@onera.fr**

Foreign Supplier:

The foreign Supplier uses the CHORUS PRO portal as a preferred method to submit its

ONERA – Head office
Chemin de la Hunière
91120 PALAISEAU - FRANCE
EPIC – 775 722 879 RCS Evry

www.onera.fr

ONERA – Châtillon centre
29, Avenue de la Division Leclerc – CS90027
92322 CHATILLON CEDEX - FRANCE
+33 1 46 73 40 40

invoices.

If this is not possible, it can send its invoices by mail, in two copies "original and duplicate", to the following address:

ONERA
Agence Comptable
CS90027
92322 CHATILLON CEDEX
FRANCE

For billing and payment information: **agence-comptable@onera.fr**

b. Payment leadtime

The payment term for the sums due is 30 (thirty) days from the date of receipt of the invoice.

3.5 Verification operations – Acceptance of services by ONERA

In addition to the Article III of the CGA (in Attm 2), the Supplier is responsible for implementing an organization, methods and means based on a quality system that enable it to guarantee the quality of the documents and materials delivered and their compliance with the requirements of the documents of the purchase order, and to provide proof thereof.

The Supplier shall take all necessary measures to enable ONERA to carry out the various verification operations, including those in the Supplier's factory.

The verification operations (in the Supplier's factory and final in the ONERA Center) consist in verifying the compliance of the supply with the requirements and constraints defined in the TS.

Verification operations take place in two phases, as described in the TS:

- First in the Supplier's factory
- Finally, in the ONERA Center of Chatillon (92) France, after delivery

For the organization of the verification operations at the Supplier's factory, the Supplier shall inform ONERA at least two weeks beforehand of the starting date of these operations and of the detailed verification program. The Supplier does not participate in the verification operations in ONERA.

ONERA shall have a period of two weeks maximum from the sending of the last deliverable by the Supplier to notify its decision in writing. At the end of the above-mentioned period, if no decision has been notified to the Supplier, the services shall be deemed to have been satisfactory and reception of the deliverables shall be tacitly considered as effective.

4 PRESENTATION AND ANALYSIS OF APPLICATIONS

4.1 Presentation of the application file

a. General Information

If the candidate relies on the professional, technical, and financial capacities of one or more other companies (co-contractors, sub-contractors), they shall produce the same documents concerning them as those required for the candidate alone.

The documents requested in the tender file shall be written either in French or in English.

Nevertheless, documents issued by the administrative authorities of the applicant's country may be provided in the official language of the country, however, the applicant shall provide a translation of these documents into French or English.

Whichever way the tenderer chooses to present their file, their attention is drawn to the importance of producing all the documents requested.

a. Administrative documents: content and form of presentation

In support of their bid, candidates shall provide the following elements:

No.	Document/ Information	Comments
C1	ONERA supplier information sheet (Attm 3) as a declaration of professional, economic, financial, and technical competence, and a sworn statement justifying that they do not fall within any of the cases in which they are prohibited from tendering.	Completed and signed by a person authorised to bind the applicant.
C2	Unique identification number (SIREN no. issued by INSEE) ² or, failing that, any document proving their company's registration, issued by the competent judicial or administrative authority in the country of origin, dating back no more than three months.	
C3	Delegation of powers in the event of signature by a person other than the person(s) identified as the applicant's "Directors". ³	
C4	A presentation of the human and technical resources (manufacturing and control resources) available to the candidate (also indicate the number of staff employed by the company over the last three years in Attm 3).	

Where appropriate, the candidate may provide any other document proving their economic, financial, technical, and professional capacity, for example in the case of a recently established company.

Furthermore, the tenderer is exempted from sending the requested application documents if they are contained in a free digital storage space. In this case, the candidate shall provide the information necessary to access the storage space.

4.2 Assessment of the application

a. General information

The application is assessed on the basis of the information and documents requested above. This takes into consideration the legal situation of the economic operator as well as their technical (in particular global workforce, manufacturing and control resources), economic, and financial guarantees and capacities (in particular revenue).

² From this no., ONERA can access the necessary information concerning the (French) applicant on the site <https://annuaire-entreprises.data.gouv.fr> proof of registration, identification of the Directors etc.

³ ONERA shall verify the authority to bind the applicant of the individual(s) by accessing the Officers page of this same site.

ONERA may analyse the application files at any time during the procedure and, at the latest, before the contract is awarded.

After analysing the content of the documents provided in the application file, ONERA rejects candidates who do not have sufficient capacity, those who do not present all the supporting documents requested in the application file, those who are in a situation where they are prohibited from submitting a tender, and those who have provided inaccurate information.

However, ONERA reserves the right to rectify any incomplete application or to request additional information on the documents and supporting evidence produced, within an appropriate deadline specified in the request for additional information.

b. Tender restriction

It should also be noted that the activity which is the subject of the present procurement pertains to the Future EO-1 Segment-1 Program, which is an optional program of ESA. To date, all the following ESA Member States, Cooperating and Associate Member States are participating in this Program: Austria, Belgium, Czech Republic, Denmark, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Luxembourg, The Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland, United Kingdom, Canada, Slovenia, Latvia, Lithuania, and Estonia (hereinafter referred to as the "Participating States"). **Consequently, applicants shall belong to one of these Participating States.**

5 PRESENTATION AND ANALYSIS OF BIDS

5.1 Presentation of the bids

In support of their bid, tenderers shall produce at least the documents listed below:

Item no.	Title	Signature	Formats
O1	<u>The Decomposition of the Global and Fixed Price</u> (DGFP – Attm 5) completed	x	Excel and pdf
O2	<u>The Certificate relating to the prevention of concealed or illegal work</u> (Attm 6) completed	x	pdf
O3	A <u>technical proposal</u> written specifically to respond to this tender, describing at least: the means and methodology implemented to enable ONERA to assess the correct understanding of the need and the quality of the tender beyond the minimum requirements and constraints		pdf
O4	<u>Three recent and significant examples of projects</u> with comparable size, requirements, constraints, raw materials and tolerances that the bidder has already completed, presented in the table in Attm 7		pdf
O5	An <u>overall deadline for the execution</u> of the service and <u>detailed planning</u> .		pdf
O6	Original bank details of the company, containing all the information required for the payment of the services.	x	

The tenderer may complete their tender with any other document or additional information deemed useful and relevant.

The documents shall be written either in French or in English.

The deadline for the validity of the tenders is **90 calendar days** from the deadline for the submission of the files shown on the first page or from the date of the actualized / finale offer.

The procedures for submitting tenders are specified in Section 6 below.

5.2 Analysis and evaluation of tenders - award

a. Analysis and negotiation procedures

Prior to placing an order and following internal authorisation, ONERA reserves the right to negotiate with the tenderer for which a final recommendation for awarding the contract was made. The tender, as modified by such negotiations and agreed in writing shall be binding for the contract.

Should such negotiations not be successful ONERA shall terminate negotiations and reserves the right to enter into negotiation with another tenderer. Such decisions by ONERA may not give rise to any claims by tenderers.

All elements of the contract and offer are negotiable, except for the legal and regulatory clauses.

However, as a reminder, ONERA reserves the right to award the contract on the basis of the initial offers without negotiation.

b. Reasons for eliminating tenders

The following are automatically eliminated:

- Inappropriate tenders as well as those that remain financially unacceptable despite possible requests for additional information from ONERA and eventual negotiations;
- Tenders that do not comply with the conditions of presentation set out in Section 5.1 of this document, after ONERA asked for corrections to be made.

c. Objective criteria for evaluating tenders

In order to award the contract to the tenderer who has submitted the most economically advantageous tender, ONERA intends to base itself on the following objective criteria with the following weighting factors:

No.	Title	Weighting
Criterion no. 1	Total amount proposed and its breakdown (Attm 5) (item no. O1)	80%
Criterion no. 2	Supplier expertise (item no. O4)	20%

6 CONDITIONS FOR SENDING AND DELIVERING THE COMPLETE FILES (APPLICATIONS AND TENDERS)

As the reception of the bids takes place in a single phase, the candidate shall send their application and tender file at the same time.

6.1 Submission of files

The tenderer is obliged to submit their complete file (application + tender) by electronic means: the submission of this complete file shall be done exclusively on the PLACE platform, <https://www.marches-publics.gouv.fr> on ONERA's buyer profile.

Should any problem arise on PLACE, a support and technical assistance service for the use of this electronic platform is available online:

<https://www.marches-publics.gouv.fr/assistance/?token=55226fb7-d16a-4fb3-9f1a-54ef38822106>

Remarks concerning applications submitted on PLACE:

1/ As a number of maintenance operations are carried out on PLACE on Wednesdays between 7 p.m. and 10 p.m., applicants are advised to avoid this period for submitting their application.

2/ Applicants are advised to adequately anticipate the verification of their workstation configuration according to the limitations detailed on the PLACE platform and the submission of their application in order to avoid last minute problems.

3/ The Applicant has the possibility of submitting several successive files if a document has been forgotten or an error needs to be rectified. Each file submitted cancels and replaces the file previously submitted by the Applicant. As a result, only the last file submitted will be opened by ONERA. It shall therefore include all the required documents in support of the application and the tender.

6.2 Backup copy

The tenderer may also send, at the same time, a backup copy, on paper or on a digital medium such as a USB key, CD-ROM, etc. that shall include the same files or information as the file submitted on PLACE.

The backup copy may be opened by ONERA to replace the electronically transmitted file only in the following cases:

- If ONERA detects a virus in the electronically submitted file;
- If a file was submitted electronically but did not reach ONERA by the deadline;
- If the electronically transmitted file cannot be opened by ONERA.

It shall be sent in a **sealed envelope, indicating:**

NOT TO BE OPENED / TENDER REF: 2026ALOI-NGGM_PROOFMASS-CC

Reference to be completed. This reference shall be strictly identical to that given on PLACE.

COMPANY:

(Indicate the name of the tendering company)

It should be sent by registered mail with acknowledgement of receipt to:

ONERA
Procurement Department
29 avenue de la Division Leclerc
CS90027
92322 Chatillon Cedex

ONERA – Head office
Chemin de la Hunière
91120 PALAISEAU - FRANCE
EPIC – 775 722 879 RCS Evry
www.onera.fr

ONERA – Châtillon centre
29, Avenue de la Division Leclerc – CS90027
92322 CHATILLON CEDEX - FRANCE
+33 1 46 73 40 40

FRANCE

In order to be opened, the backup copy shall arrive before the submission deadline indicated on the first page.