



# CONFLICT ARMAMENT RESEARCH

## Systems and Analytics Division

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<b>Document Name:</b>	Invitation to Tender
<b>Tender Name:</b>	Data Management Solution (DMS)
<b>Project Title:</b>	Provision of a secure data management solution to host geospatial information on conventional and unconventional weapons, ammunition and related materiel.
<b>Tender Code:</b>	CAR_iTrace III_2018_001_DMS
<b>Tender Dossier:</b>	<a href="http://www.conflictarm.com/vacancies/">http://www.conflictarm.com/vacancies/</a>

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Conflict Armament Research (CAR) seeks experienced bids for the above tender. A comprehensive DMS Tender Dossier is available on CAR's vacancy page (<http://www.conflictarm.com/vacancies/>).

Tendering rules:

1. All tenders must be submitted in English.
2. You must submit the tender by email to [procurement@conflictarm.com](mailto:procurement@conflictarm.com) by 15 July 2018, 23:59 GMT+1.
3. The period of validity of the tender, during which tenderers may not modify the terms of their tenders in any respect, is 90 days from the date indicated in point 2.
4. Submission of a tender implies acceptance of all the terms and conditions set out in the procurement documents and, where appropriate, waiver of the tenderer's own general or specific terms and conditions. The submitted tender is binding on the tenderer to whom the contract is awarded for the duration of the contract.
5. All costs incurred for the preparation and submission of tenders are to be borne by the tenderers and will not be reimbursed.
6. The tenders will be opened **on 18 July 2018**.

Contact between the Contracting Authority and tenderers is prohibited throughout the selection procedure save in exceptional circumstances and under the following conditions only:

Before the date of receipt indicated in point 2:

Upon request, the Contracting Authority may provide additional information solely for the purpose of clarifying the procurement documents. Answers to questions posed by tenderers regarding this procurement will be available on CAR's vacancy page (<http://www.conflictarm.com/vacancies/>)

Any request for additional information must be made by email to [procurement@conflictarm.com](mailto:procurement@conflictarm.com) by 25 June 2018 at 23:59 GMT+1.

The Contracting Authority may, on its own initiative, inform interested parties of any error, inaccuracy, omission or any other type of clerical error in the text of the procurement documents.

Any additional information including that referred to above will be posted on the website indicated above point 1. The website will be updated regularly, and it is the tenderer's responsibility to check for updates and modifications during the submission period.

#### After the opening of tenders:

If obvious clerical errors in the tender need to be corrected or confirmation of a specific or technical element is necessary, the Contracting Authority will contact the tenderer; provided this does not lead to substantial changes to the terms of the submitted tender.

1. This invitation to tender is in no way binding on the Contracting Authority. The Contracting Authority's contractual obligation commences only upon signature of the contract with the successful tenderer.
2. Up to the point of signature, the Contracting Authority may cancel the award procedure without the candidates or tenderers being entitled to claim any compensation. If this event occurs, tenderers will be notified.
3. Once the Contracting Authority has opened the tender, it becomes its property and it shall be treated confidentially.
4. Tenderers will be informed of the outcome of this procurement procedure by email only. It is the tenderer's responsibility to provide a valid email address together with the tenderer's contact details in the tender and to check this email address regularly.
5. If producing the tender involves the recording and processing of personal data (such as the tenderer's name, address and CV), such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, the tenderer's replies to the questions and any personal data requested are required to evaluate the tender in accordance with the specifications of the invitation to tender and will be processed solely for that purpose by the Head of Unit in charge of Legal Affairs of the Commission Directorate-General for European Civil Protection and Humanitarian Aid Operations. Details concerning the processing of the tenderer's personal data are available on the privacy statement at:

[http://ec.europa.eu/dataprotectionofficer/privacystatement\\_publicprocurement\\_en.pdf](http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf)

Tenderers will also be expected to be familiar and compliant with the EU General Data Protection Regulation (GDPR) which came into force 25 May 2018. For further information visit <https://www.eugdpr.org/>. A clause will be added in the final service contract.

6. The tenderer's personal data may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 106 of the Financial Regulation<sup>1</sup>. For more information, see the Privacy Statement on:

[http://ec.europa.eu/budget/explained/management/protecting/protect\\_en.cfm](http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm)

A handwritten signature in black ink, appearing to read 'James Bevan', with a long horizontal flourish extending to the right.

James BEVAN  
Executive Director

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<sup>1</sup> Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002 (OJ L 298 of 26.10.2012, p. 1) as amended.