

PUBLIC CALL FOR TENDER PROJECT TEAM EXPERTS

for the execution of the work called for in the proposed Specific Agreement
SA/CEN/GROW/EFTA/546/2016-07

INTELLIGENT TRANSPORT SYSTEMS – URBAN ITS – MIXED VENDOR ENVIRONMENTS

Introduction

Following the acceptance by the European Commission of a proposal from CEN, as prepared by the CEN/TC 278 Secretariat, funding is available for establishing a team of paid experts.

Recruiting these experts has been delegated by the CEN Secretary General to the secretariat of CEN/TC 278, held by NEN.

Task of the project teams

One or more project teams will be created to carry out the following tasks:

- A CEN Technical Specification: ITS – Urban ITS – Mixed vendor environments Methodologies & Translators
- A CEN Technical Report: ITS – Urban ITS – Mixed Vendor Environment Guide
- A CEN Technical Specification: ITS – Urban ITS – Mixed Vendor Environment Standards

Contractual details

The [proposed Project plan](#) is attached. The project plan describes in detail what is expected from the project team, the work plan and milestones and the expertise required for the execution of the task(s).

The experts selected will sign an Agreement with NEN. Applicants should be forewarned that the elapsed time between completion of the deliverables and NEN being in a position to issue the payment is at least five months. This will be partly overcome by the fact that CEN and the European Commission have agreed on the following payment steps:

- Step 0: Pre-financing (25 % of the total budget) - following signature of the Agreement with NEN
- Step 1: Interim payment¹ - subject to the approval of the interim report by the European Commission and EFTA
- Step 2: Final payment² - subject to the approval of the final report by the European Commission and EFTA

Selection procedure

Applicants will be selected by a selection committee, which is composed of:

- the Chair of CEN/TC 278 Intelligent transport systems
- the Convenor of CEN/TC 278/WG 17 Urban-ITS

¹ Up to 75% of the total budget, reflecting the actual number of man-days spent.

² Up to 100% of the total budget, reflecting the actual number of man-days spent.

- the Secretary of CEN/TC 278 Intelligent transport systems
- a representative from the CEN Central Management Centre

Applications will be reviewed against the criteria found in the project plan (weighting 70%). Experts will be selected ensuring an equal representation of sectors, countries and skills, as well as the expected 'chemistry' within the project team (weighting 10%). Additionally, the selection will be based on the principle of best value for money, considering the day rate of the expert and the number of days the expert requires to execute the work (weighting 20%).

The report of the selection committee on the selection of the experts will be submitted for approval to the European Commission and EFTA prior to the contracting of the experts.

Application procedure

Applications should be submitted using the attached [application form](#) by **2017-11-05**. Applications received after the deadline will not be taken into consideration.

I'm looking forward to receiving your application.

Yours sincerely,

Maarten Peelen
Secretary of CEN/TC 278