



APPEL D'OFFRES-i - VIA « I-SOURCING »

No. 19-160090-A

Call for Tenders regarding the selection of a broker for the EUROCONTROL aviation liability insurance.

The European Organisation for the Safety of Air Navigation (EUROCONTROL) was founded in 1960 by six States. It now has 41 Member States. EUROCONTROL's mission is to harmonise and integrate air navigation services in Europe, aiming at the creation of a uniform air traffic management (ATM) system for civil and military Users, in order to achieve the safe, secure, orderly, expeditious and economic flow of traffic throughout Europe, while minimising adverse environmental impact.

To cover the financial consequences of all aviation liability risks related to its activities, EUROCONTROL underwrites an insurance. The tenderers' attention is drawn to the variety of activities and to its related aviation liability risk(s), as well to its geographical distribution and international characteristics.

A broker, highly specialised in the particular risk category of aviation liability insurance will be chosen to act as insurance broker and risk advisor to evaluate and to place these risks on behalf of EUROCONTROL. The required services of the broker shall include all activities relating to the initial review of the risks, the placement process, review actions during the contract because of developments in the insurance market or changes of legislation, management of possible related claims in case of disaster as well as any other technical or administrative assistance as required in the execution of the contract.

Who should tender: Companies which meet the requirements of the call for tenders.

Closing date: 26 April 2019 at 3.00 p.m. (Local (Brussels) Time)

Point of Contact:

If you wish to receive the call for tenders please see the "important notice" below and if you have any other related questions, please contact:

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European
Organisation for the
Safety of
Air Navigation

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IMPORTANT NOTICE

The full i-call for tenders documentation is in electronic format (.pdf).

If you wish to obtain the i-call for tenders documentation please read and follow carefully the instructions below:

- 1. If you are already registered in the EUROCONTROL Supplier Portal, please send an e-mail to the Point of Contact mentioned above to get access to the documentation.**



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2. If you are not yet a EUROCONTROL supplier, please follow the 4-step process described on the following link:

<http://www.eurocontrol.int/articles/supplier-portal-registration-procedure>

3. EUROCONTROL accepts no responsibility whatsoever for the completeness, accuracy and/or timeliness of the transmission of the electronic documents (nor for the electronic documents themselves).
4. Submission of tenders shall **be made electronically** and shall be exclusively made in strict accordance with the instructions given in the "NOTICE CONCERNING THE PRESENTATION OF TENDERS".
5. You may:
- a) print out the documents;
 - b) forward the documents further on a strictly need to know basis (always fully acknowledging the source, i.e. EUROCONTROL), and
 - c) use print-outs of the electronic i-call for tenders documents for the submission of tenders (especially Form i-AF32CFT).
6. You may not:
- a) modify, edit and/or change the electronic documents;
 - b) transmit such documents to any third person who has no need to know them;
 - c) post such documents on any private or public website;
 - d) alter the originating source (EUROCONTROL) and or copyright signs etc., and
 - e) transmit the documents without indication of the source.
7. EUROCONTROL reserves the right not to send you the tender documentation, if your company is considered as incapable of submitting an offer to the i-call for tenders (size of the project, complexity etc.).

An environmental notice:

With a view to reduce the exponential growth of paper consumption, we would invite you only to print out electronic documents received and/or request paper copies of the price enquiry documentation if you are actually considering to submit a tender.