



**Supply of RFID technology
for
Czech Airlines Technics, a.s.**

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1.2 Basic Details of Contracting Authority

Business name: Czech Airlines Technics, a.s.
Registered office: Jana Kašpara 1069/1, 160 08 Prague 6, Czech Republic
Companies Register kept by the Metropolitan Court in Prague, Section B, insert 9307
Company identification No.: 27145573
VAT No.: CZ699003361

Acting through

Mgr. Pavel Haleš, Chairman of the Board of Directors and
Ivan Pikl, Member of the Board of Directors

hereinafter referred to as “CSAT” or the “Contracting Authority“

1.3 Terms, Acronyms and Definitons

Term	Acronym	Definition
AMOS	AMOS	MRO (ERP) system used by CSAT
Non-Disclosure Agreement	NDA	Non-disclosure agreement
Tools		Different kinds of tool used for repairs and maintenance of aircraft equipment
Hardware		Any hardware used for the operation of the RFID solution
Contracting Authority’s Premises	HF	Hangar F - Jana Kašpara 1069/1, 160 08 Prague 6, Czech Republic
Man-Day	MD	Working time of one person (with required qualifications and experience) for a day
Engine Room		Other Contracting Authority’s Premises within Václav Havel Airport Prague
MRO	MRO	Maintenance Repair Overhaul – a type of ERP system intended for aircraft repair stations and airlines
Request for proposal	RFP	Document within a bidding process which solicits a proposal from a supplier
RFID	RFID	Radio Frequency Identification
RFID Solution		Chips, hardware and software of a provably functioning RFID ecosystem
Software	SW	Any software used for the operation of the RFID Solution
Responder	Responder	RFID Solution supplier
Contracting Authority	CSAT	Czech Airlines Technics, a.s.

2 OBJECTIVES OF THE RFP, PURPOSE

2.1 Purpose

The purpose of CSAT is to purchase, implement, configure and operate routinely the RFID Solution to track the movement of tools, spare parts, persons and to make transactions relating to the movement of spare parts and tools in the Contracting Authority's Premises, which would be integrated to the existing MRO (ERP) system operated by the Contracting Authority.

2.2 Objectives

The objective of CSAT is to purchase, implement, configure and operate routinely the RFID solution, which will demonstrably enable CSAT:

- to track the movement of tools in the Contracting Authority's Premises
- to carry out basic transactions concerning the tools (checking tools into and out of inventory) in the cooperation with the AMOS MRO system
- to track the movement of materials within the Contracting Authority's Premises
- to carry out basic transactions concerning the materials (checking materials into and out of inventory, tracking their movement) in the cooperation with the Contracting Authority's AMOS MRO system
- to obtain information and visualization of the current location of the tool and/or material in the Contracting Authority's Premises
- to obtain information and visualization of the current location of persons in the Contracting Authority's Premises

3 SITUATION ANALYSIS

Currently, CSAT uses the AMOS from Swiss Aviation Software as the ERP MRO Software. A necessary condition for the implementation is to integrate the RFID Solution, as much as possible, to this software.

CSAT expects that the RFID solution implementation will start at the beginning of the maintenance season, which is November 2018, and it will be done in full operation of all other business units located in the Contracting Authority's Premises.

3.1 Anticipated Scope

- RFID chips for materials
- RFID chips for tools
- RFID chips for technologies in more aggressive environments (chemical substances common for aircraft maintenance)
- RFID chips to detect and record the movement of persons
- RFID Gates/readers (in order to compare the costs, Responders can propose a reader variant and a frame variant separately)
- 5 manual, portable RFID readers
- Other accessories as recommended by the Responder
- Software necessary to run the RFID Solution
- Other Hardware not mentioned above necessary to run the RFID Solution as recommended by the Responder

4 RFP STAGES, DATES, SCHEDULE, CONTACT PERSONS

4.1 RFP Stages

1. Quotation preparation (see clause 5.1) by the Responders and its submission
2. Evaluation of quotations by the Contracting Authority
3. Price negotiations, or price auction (if applicable), signing of NDA + technology validation (see clause 5.2)
4. Announcement of the winner, signing of contracts
5. Supply of work

4.2 Expected Schedule

The Contracting Authority expects the schedule will be as follows:

08/2018	RFP announcement
09/2018	Submission of proposals by Responders
10/2018	Submission of proposals by Responders
10/2018	Evaluation of proposals by CSAT + technology validation + NDA and agreement signing – start of implementation
11-12/2018	Implementation process + testing operation + Go Live
01/2019	Normal operation

The deadline for submission of proposals by Responders is 8 October 2018.

The schedule mentioned above is not binding for the Contracting Authority. Whenever the RFP requires so, the schedule may change.

4.3 Contracting Authority's Contact Persons:

Contact person for CSAT : Jan Mandík, mandik.jan@csatechnics.com

RFP administrator : Jan Mandík, mandik.jan@csatechnics.com

5 EXPECTED DOCUMENTS, REQUIRED STRUCTURE OF DOCUMENTS

Expected documents include the Quotation containing key information associated with the operation and further development of the RFID solution and key information see clause 5.3.

5.1 Quotation

The Quotation must include **full costs of the implementation and the costs of three-year operation of the RFID solution following its implementation.**

5.1.1 Structure of Quotation and Variants of Quotation

The quotation shall be submitted in the following structure:

- a) Identification and proposal of procedural and structural changes necessary on the part of CSAT for the effective operation of the RFID solution
- b) Connection of the RFID Solution to the existing ERP CSAT (MRO Amos)
- c) RFID Solution operation training for key users
- d) Assistance with GO Live and subsequent support at the beginning of the maintenance season (see Schedule)
- e) Any and all costs associated with license fees for the Software delivered for the RFID Solution (any fees for using third-party technologies, underlying licenses etc.)
- f) Costs of support services for the Software for the RFID Solution for 6 years
- g) Price per MD for modifications of the Software for the RFID Solution

The quotation shall be submitted in the following variants:

- 1) V1 = 33 gates – basic movement of materials and tools in the HF and the Engine Room (– only movements in warehouse, no movements in workshops, basic entrances to the building, basic movements of people)
- 2) V2 = 83 gates – movement of materials and tools in the HF and the Engine Room, all entrances of materials, all entrances to workshops, basic movements of people
- 3) V3 = 149 gates – movement of materials and people, basic entrances and movements, locker rooms, cafeterias, different floors and office buildings, advanced movements of people

The site plan of HF (the Contracting Authority's Premises) can be obtained upon request at the RFP administrator.

5.2 Technology validation

The technology validation of no more than 5 business days will be done, after agreement between the Contracting Authority and the selected Responders or Responder, in cooperation with the employees of the Contracting Authority in the Contracting Authority's Premises. The technology validation will declare the method of attaining the objectives stated in clause 2.

5.3 Key Information

The key information shall include:

- a) information on minimum and optimum requirements for the hardware and infrastructure necessary for the operation of the RFID Solution
- b) information on the scope of support services provided for the routine operation of the RFID Solution
- c) information on the planned life cycle of the RFID Solution, incl. the Hardware and Software
- d) any and all fees associated with the licensing of the Software and Hardware necessary for the operation of the RFID Solution
- e) any and all fees associated with routine support services for the operation of the RFID Solution in CSAT (in the form of payments for a period)
- f) information on the compliance with the common security standards used for the development of the Software
- g) compliance with the GDPR
- h) warranties and guarantees

5.4 General Requirements

- a) The Software must enable managing user privileges and roles.
- b) The language of the Software must be Czech and/or English.
- c) Data from the Software can be exported in .xlsx, .pdf, .txt formats.
- d) The Software enables multiple users to view outputs in parallel, depending on their privileges and roles.
- e) Outputs from the Software can be sent automatically by email.
- f) The Software enables statistics reporting.
- g) The Software enables user activity logs.
- h) The Software enables respecting the division of employees in the existing teams of the Contracting Authority.
- i) The Software enables respecting the qualifications, experience and individual abilities of particular employees of the Contracting Authoritye
- i) The Software can handle parallel employments of employees.

5.5 Format of Proposals

The proposals will be prepared in Czech or English language in electronic format. The Contracting Authority accepts files in PDF, MS Word, MS Excel and MS PowerPoint formats.

6 CONTRACTS, CONTRACT DRAFTS

6.1 Draft of Contract for Work

This will be submitted by the Responder together with the quotation.

6.2 Draft of Service-Level Agreement

A draft of the Service-Level Agreement to support the Solution provided will be submitted by the Responder together with the quotation.

7 METHOD OF EVALUATION OF PROPOSALS

The Contracting Authority will assess and evaluate the proposals submitted by the Responders in the following manner:

7.1 Attaining Objectives

The Contracting Authority will evaluate whether the Solution proposed by the Respondent meets the criterion of attaining the purpose and objectives defined in clause 2; and it will evaluate the overall impact of the Solution on the procedural and organizational structure of CSAT.

7.2 Costs

The Contracting Authority will evaluate the costs of the Solution. The Contracting Authority will add up the price and the costs of the HW recommended and infrastructure necessary to operate the Solution. The Responder may request such information from the Contracting Authority.

7.3 Meeting General Requirements

The Contracting Authority will evaluate meeting the general requirements defined in clause 5.4.

7.4 ICT Standards

ICT Standards of the environment operated by the Contracting Authority, considering the fact that any recommendation of a non-standard will probably increase the total price of the proposed solution.

8 CLOSING PROVISIONS

8.1 Provisions on Proposals

The Responder submits its proposal free of charge; it may not raise any claims against SCAT arising out of or in connection with the proposal. The Responder is not entitled to any reimbursement of costs associated with the preparation of the proposal. CSAT will not return any proposals received from the Responders. This RFP, incl. any annexes and schedules hereto, is provided only for the purposes of preparing a proposal to obtain a contract in the tender mentioned above, the Supplier is not entitled to use it for any other purposes whatsoever.

8.2 Disclosure of Information from RFP

Neither party may disclose, copy or otherwise provide, physically or electronically, any information from the RFP to any third party, except for companies in which Český Aeroholding, a.s., Company identification No: 248 21 993, registered office at Prague 6, Jana Kašpara 1069/1, zip code 160 08, Czech Republic, owns a shareholding, whether directly or indirectly (hereinafter collectively referred to as the „**Subsidiary**“) and except for any subcontractor of either Party or the Subsidiary. For these purposes, before the RFP is commenced, the Contracting Authority and each Responder shall sign a Non-Disclosure Agreement (hereinafter referred to as the “NDA“).

8.3 Execution of Contracts

The Contracting Authority is not obliged to execute a contract with the winning Responder. A contract is executed with the Responder when it is signed by governing bodies or authorized representatives by the last party to such contract. Any preceding acts by the Contracting Authority (incl. the announcement of the result of the tender) shall not be deemed any acceptance of any Responder’s proposal and they do not oblige the Contracting Authority to provide any payment or other performance whatsoever. By signing the proposal, the Responder agrees and acknowledges such fact.

8.4 Contract Implementation Limitations

The Contracting Authority draws attention to the fact that the implementation of this Contract shall be fully subject to the operation of the Václav Havel Airport Prague and that the implementation will have to meet any and all operational measures taken by the Contracting Authority. Following a notice from the Contracting Authority and/or any of its business units, any implementation work during a defined period may be postponed until night hours (between 10:00 p.m. and 5:00 a.m.), or until non-business days, public holidays etc. The Responder is obliged to take account of such fact in the calculation of the Price.

8.5 Provisions on Public Contract

This RFP is neither a public contract for the most suitable indicative proposal pursuant to Section 1772 et seq. of Act No. 89/2012 Coll., Civil Code, as amended (hereinafter referred to as the “Civil Code), nor a public contract within the meaning of Act No. 134/2016 Coll., on Public Procurement, as amended (hereinafter referred to as the “PPA”).

8.6 Contracting Authority’s Rights and Obligations

The proposal shall not give rise to any obligations of the Contracting Authority to the supplier. The Contracting Authority reserves the right to alter the terms and conditions of the RFP, and/or to cancel the RFP without giving a reason.

8.7 Governing Law

Any and all rights and obligations arising out of or in connection with this RFP shall be governed by the law of the Czech Republic.

For CSAT:

Mgr. Pavel Haleš
Chairman of Board of Directors

Ivan Píkl
Member of Board of Directors