

ESA Contract Reference: 4000135331/21/NL/MH/kdj
Reference: BSSC-0218-DOC-A
Issued: 08/02/2023

INVITATION LETTER & APPLICATION PROCESS
TECHNOLOGY TRANSFER
PROOF OF CONCEPT

Verhaert New Products & Services NV
Hogenakkerhoekstraat 21
9150 Kruiseke
BELGIUM

Kruiseke, 07/03/2023

Dear Sir/Madam,

Verhaert New Products and Services, hereby invites you to submit a proposal for the above subject.

This Open Call has been established and will be processed following a procedure explained below.

The Technology Transfer Program of the European Space Agency, has established initiatives for space technologies to be identified and adapted for non-space use that result in commercially viable products. As ESA Technology Broker Belgium, Verhaert New Products & Services promotes the use of space technologies in Belgium on behalf of the European Space Agency and has set up a National Proof of Concept Call.

With the Open Call Q1 2023, ESA Technology Broker Belgium aims to finance up to 4 Technology Transfer Proof of Concepts [hereafter referred to as "PoC"] in order to prove the relevance of a technology/know-how inherited from a space development for another application field, as well as reduce the technical risk and mature the business plan. Through this call, ESA Technology Broker Belgium invites the Applicants to submit proposals for Proof of Concepts regarding the transfer of a space technology into a non- space application.

Your proposal is required to conform to the conditions specified in this Invitation Letter and all documents available to support your application, i.e. (draft contract, template for cover letter and detailed proposal).

Your proposal, including annexes, shall be submitted **exclusively in electronic format [PDF] by email to poc@spacesolutions.be**. The application period starts on the publishing date of the open call, and ends on 26 May 2023 at 23:59 CEST. Applications will be evaluated on a monthly basis.

This call was published on <https://spacesolutions.be> on 07/03/2023 and is issued in English only.

Please find attached hereto the following documents:

- Appendix 1 – Proposal Template [including Cover letter and Detailed Proposal], accessible by using the following link: <https://spacesolutions.be>
- Appendix 2 – Draft Contract

1) Your attention is drawn to the following:

The present call is open to Space and Non-Space companies [including SMEs], academic and research organisations from Belgium.

- 2) The subject of this call is exclusively for Technology Transfer Proof of Concept activities. Technology Transfer refers to the use / exploitation of a space heritage technology into a new (non-space) application domain.

A Space heritage technology can be hardware, software, know-how, processes, methodologies or systems developed or adapted for space applications. Exploitation of satellite borne data, GNSS signals and satellite communication capacity are not considered as space heritage technologies in the context of Technology Transfer.

When the technology was not originally developed for Space but adapted and qualified to the Space conditions, there should be clear benefits/added value which the adaptation for the Space field brings to the new applications [e.g.: size and weight reduction, reliability, performance improvement, etc.]. Added-value is understood as benefit[s] in relation to meeting the requirements in the new application domain, when compared to commercially available solutions and underlying technologies.

The Space heritage technology shall significantly contribute to achieving the value proposition in the new application domain.

Market representative customers of the solution shall be involved for specifying the use case scenario, describing and validating the problem they are facing, for generating user requirements, and for assessing and validating the technical solution & value proposition. Customers shall be understood as stakeholders who are candidates to buy and use the solution.

The customer shall be independent in any aspect [e.g. organizationally and financially] from the donor organisation which owns the technology to be transferred.

The Applicant is requested to demonstrate the technical- and market feasibility before the onset of the PoC. The findings of the feasibility study shall be summarised in the Proof of Concept proposal, according to the Proof of Concept proposal template.

The Tenderer is requested to carry out three elements, i.e.

- i. Business Model and implementation plan.
- ii. Technical design of the solution
- iii. Verification testing (focused on the most critical / challenging requirements)

This work involved desk work as well as building and testing of a breadboard against most critical technical requirements. More details on the expected work is provided in the Cover Letter, the Detailed Proposal and the Draft Contract.

The PoC must be carried out within six months from the kick-off meeting. This should be reflected in the proposal schedule.

- 3) The contents of your proposal consists in the Cover Letter and Proposal [templates provided in MS Word format and attached hereto as Appendix 1]. Please note that the captions in red colour are meant to guide you in correctly filling in the template and that such captions are to be removed from your Applicant once it is ready for submission.
- Please complete the part of the template labelled **“Cover Letter”** by filling in the blank spaces and deleting any options which are not applicable or not relevant [all such options are identified in red colour];
 - As part of the Applicant submission process, you will be required to make declarations in relation with **“Declaration of Compliances”** or **“Key Acceptance Factors”** [the latter are mirrored herein].
 1. The Applicant confirms that the Applicant’s Cover Letter and the Detailed Proposal [appendix I] contain a binding price;
 2. The Applicant confirms that the Cover Letter and the Detailed Proposal contain a price type compliant with the one requested in the Call;
 3. The Applicant confirms that the Applicant is compliant with the budgetary limit applicable to the Call;
 4. The Applicant confirms that the Applicant Cover Letter contains the confirmation of the validity period required in the subject Call;
 5. The Applicant confirms that the Applicant Cover Letter is signed by the authorised representative[s] of the Applicant;
 6. The Applicant confirms that the proposal pertains to the transfer [ie. the use for a new ground application] of a space heritage technology [i.e. the space heritage technology is a piece of hardware, software, know-how, process, methodology or system developed or adapted for space applications]. The proposal does not concern the exploitation of satellite borne data, GNSS signals and satellite communication capacity;
 7. The Applicant confirms that the Technology Description is fully filled in the detailed proposal;
 8. The Applicant confirms that a target non-space application has been identified [including identification of industry, end-users, and description of use case scenario];
 9. The Applicant confirms that the Added Value of the Space heritage for the new application is clearly identified in the proposal;
 10. The Applicant confirms that the market opportunity has been investigated and the business undertaking is promising;
 11. The Applicant confirms that the proposal shows the technical feasibility based on desk research which evidence the feasibility and suitability of the considered solution for the new application;

12. The Applicant confirms the participation of a at least one non-space customer in the activity [appendix 1];
13. The Applicant confirms that the donor of the space heritage technology is independent [organisationally and financially] from the customer organisation involved in the activity;

If any of the above Key Acceptance Factors, or if any other element specifically required in the conditions of this Call is missing and that omission is such as to render the proposal substantively incomplete, then the proposal shall not be admitted at the TOB for evaluation or shall be eliminated at the TEB during the preliminary assessment.

- Please complete the part of the template labelled “**Detailed Proposal**” in all its parts by filling in the information relevant to the various chapters, sections and subsections [using exactly the same headings, same subject matters, same order, same numbering];
 - Your Application and all correspondence relating to it, shall be in English;
 - Please ensure that your Application complies with the following essential requirements:
 - a) You are required to clearly state that you accept all terms and conditions stated in the documents expected to form together the Contract [see contract draft].
 - b) Your price quotation shall meet the following conditions:
 - The first 58.000 EURO is funded 100% by Verhaert New Products and Services, the exceeding costs of the activity, if any, are to be borne by the contractor. Therefore applicants are invited to submit proposals for **the maximum price of 58,000 EURO [Fifty Eight Thousand EURO]**. The selected activities, after successful negotiation, will result in firm-fixed price principle.
 - The financial breakdown of the quoted amount[s] should be mentioned in the Proposal template.
 - c) Your Applicant is **valid during a period of three [3] months** from the time limit for Applicant submission.
 - d) The total number of pages shall not exceed 25 pages, excluding annexes.
 - e) When preparing the proposal the Applicant shall use the attached Proposal Template.
- 4) Tenderers must avoid duplication of past or ongoing ESA activities. Such duplication may lead to non-admissibility of the proposal. Duplication of activities carried out in EU (or Public) programmes may also lead to non-admissibility.
 - 5) In relation to the evaluation of your Applicant by Verhaert New Products and Services and The European Space Agency and Belspo, please note that the quality of your Applicant will be evaluated on the basis of the following criteria and associated Weighting Factors [WFs]:

No.	Weighting Factors [WFs]	Weighting Factors %
1	Suitability of the space heritage technology [space connection, relevance in relation to problem, maturity, feasibility] for the transfer, and quality of presentation thereof in the proposal.	25%
2	Market opportunity and quality of presentation thereof in the proposal.	30%
3	Suitability of the implementation approach; Adequacy of involved resources [key personnel, facilities, receiver] for the execution of the work; Quality of presentation thereof in the proposal.	30%
4	Quality of the management plan and financial proposal; Compliance with the administrative Applicant conditions of the Announcement of Opportunity and acceptance of the draft contract.	15%

- 6) The following steps will be used to evaluate and select proposals:
- a) Applicant Opening Board. The proposals which do not comply with all Key Acceptance Factors are rejected and excluded from further evaluation.
 - b) Please note that after opening of the applications but prior to a qualitative assessment, Verhaert New Products and Services will make a preliminary assessment of each proposal. Non-compliant proposals will be excluded from the evaluation [see section 3 above].
 - c) The evaluation of your proposal is done by Verhaert and ESA’s Application Evaluation Board (TEB) according to the Evaluation Criteria and associated Weighting Factors [WF] defined above [see section 4 above]. In the open call scheme, a TEB will be organised within one month after receiving an application; hence, it is advisable not to wait until the end of the application window to apply, as the total available resources could be fully allocated before deadline mentioned in section 9.
 - d) Corresponding markings and recommendations by the TEB.
 - e) The Applicant Evaluation Board will select the highest ranked proposals with a minimum overall weighted mark of 60, within the available budget. In case of non-successful negotiation with any of the selected Applicants, Verhaert reserves the right to enter into negotiation with the next lower ranked Applicant. In the event there is only budget available for one remaining contract, and the two next highest ranked proposals have an equal ranking, the proposal which has scored the highest under criterion 1 will have precedence. In the event of equal scoring under the above mentioned criterion, the Chairman of the Applicant Evaluation Board shall have a casting vote for which proposal will be selected.
 - f) For recommended proposals, Verhaert will start the negotiation process to place a contract with the Applicant on the basis of the submitted proposal and the comments from the TEB.

ESA Contract Reference: 4000135331/21/NL/MH/kdj
Reference: BSSC-0218-DOC-A
Issued: 08/02/2023

INVITATION LETTER & APPLICATION PROCESS
TECHNOLOGY TRANSFER
PROOF OF CONCEPT

- g) The contact person of the Prime Contractor mentioned in the proposal will be informed in writing of the result of the Call after a decision has been taken. If the proposal has been unsuccessful, the Applicant may request Verhaert to advise him of the reasons why the proposal has not been retained in a verbal debriefing. Any information will be limited to the Applicant's own proposal.
- h) Communication to Applicants [non-successful proposals] may be expected approximately three months after the closing date.
- 7) This Open Call explicitly excludes activities promoting, or being related to, alcohol, tobacco, religion, politics, intolerance, violence, firearms, pornography, obscenity, gambling or illegal drugs.
- 8) Any questions relating to this Open Call [clarifications and/or extensions requests] shall be made exclusively by email to techbroker@spacesolutions.be.
- 9) Your Application and all supporting documents must be submitted not later than 26 May 2023 at 23:59 CEST by email to poc@spacesolutions.be, taking into account that the call will close as soon as the available budget is allocated to successful applicants.

Yours faithfully,

Frederik Wouters
Director at Verhaert New Products & Services