

esa-star Publication Training material

Expression of Interest

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Approved by: ESA IT Business Change Management

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Version: 1.4

Objective



- At the end of the course the user will be able to understand how to express interest in a Tender Action and how to see which other entities are interested



Intended Users

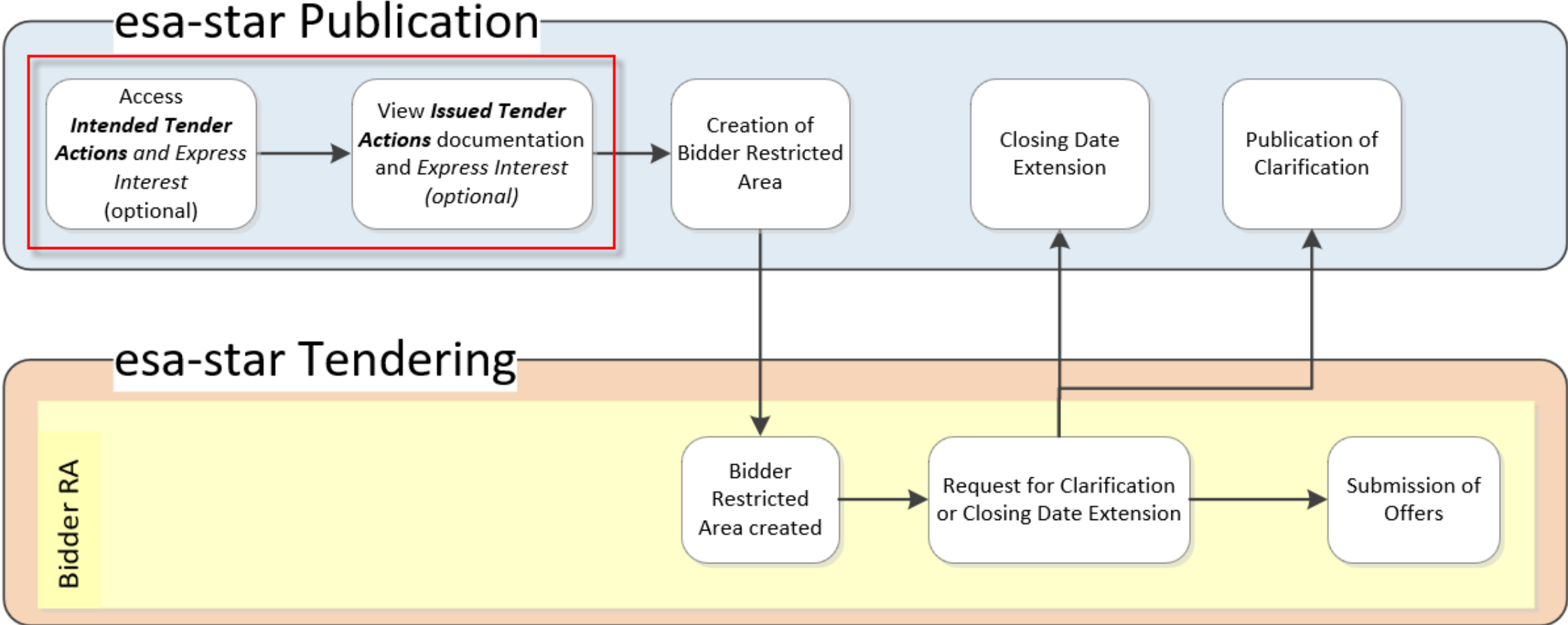
- Users with ESA Corporate Authentication credentials and an active esa-star account with Bid Manager role.



❑ Expression of Interest

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Process Overview (1/2)



- When ESA publishes a Tender Action or an external entity publishes a “Non ESA Tender Action” in esa-star Publication, bidders with Bid Manager roles in esa-star Registration can express their interest (once per entity) via a specific feature
- The **Expression of Interest (Eoi)** can be carried out for Tender Actions in **Intended** or **Issued** status and is available for Direct Negotiations and Open and Restricted Competitions. Formally expressing interest is optional – in fact bidders are able to create a Bidder Restricted Area and submit proposals even if their entity has not expressed interest in a TA
- When Bidders access the feature, they can define the role that their entity is interested in and set the visibility of the Eoi (whether it is visible to ESA only or to ESA and other registered users of potential bidders).

Expression of Interest

- When you access the Tender Action main page in esa-star Publication, you will see the **Express Interest** button at the bottom of the page.

ESA-STAR OPEN COMPETITION 1
Tender Action Number: 1-10228 – Activity Number: 1000027979

Intended	Issued	Tender Opening in Progress	TOB Completed
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Clarification Request Deadline	Closing Date Extension Request Deadline	Announcement Date	Last Update On	Update Reason
18/05/2022 00:00 CEST	18/05/2022 00:00 CEST	25/03/2022	25/03/2022 16:41 CET	Tender Action Issued

The project objectives involve the development of an integrated combination of opto-electronic control technology and optical sub-systems based on hig ...Read more

Directorate	Directorate of Ind., Proc. Legal Serv.	Authorised Contact Person	James Smith
Establishment	ESTEC	Initiating Service	IPL-PE
Open Date	01/11/2020 01:54 CET	IP Measure	N/A
Closing Date	18/01/2021 13:00 CET	Prog. Reference	E/0904-611 - GSTP Element 1 Dev
ECOS Required	No		
Classified	No		
Price Range			

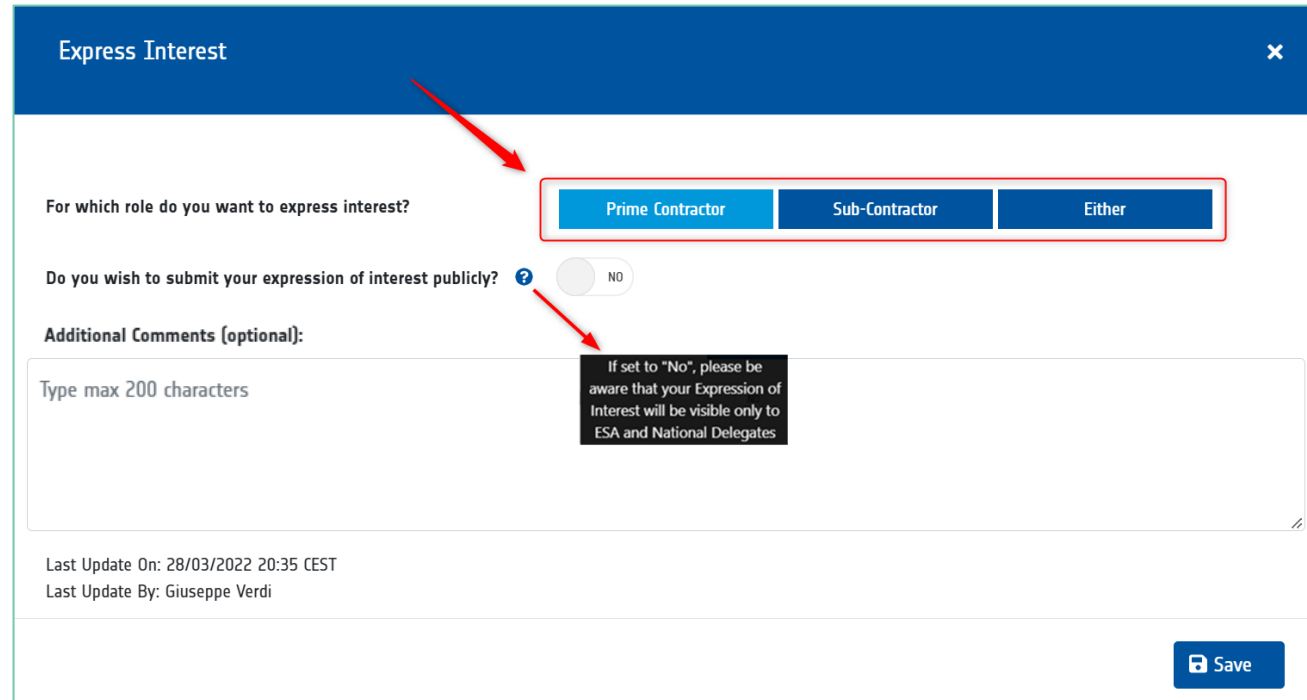
<input type="checkbox"/>		EXPRO_Draft_Contract_october2019 (Small Services)2020921-104325.docx	Contract Condition
<input type="checkbox"/>		EXPRO_Tendering_Conditions_october20192020921-104324.pdf	Tender Condition

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Find Business Partners in esa-match | Other Interested Entities | **Express Interest** | Create Bidder Restricted Area

Expression of Interest: Role

- When you click on **Express Interest** , a pop-up will appear where you define the role and the visibility.
- The roles for which an entity can express its interest are:
 - ❖ Prime Contractor
 - ❖ Sub-Contractor
 - ❖ Either (i.e. either role would be acceptable to the entity)



Express Interest

For which role do you want to express interest?

Prime Contractor Sub-Contractor Either

Do you wish to submit your expression of interest publicly? NO

Additional Comments (optional):

Type max 200 characters

If set to "No", please be aware that your Expression of Interest will be visible only to ESA and National Delegates

Last Update On: 28/03/2022 20:35 CEST
Last Update By: Giuseppe Verdi

Save

Expression of Interest: Visibility

- The visibility of Expression of Interest can be restricted to ESA only or extended to ESA and other registered users of potential bidders. This can be defined by selecting respectively **NO** or **YES** next to the question: ‘Do you wish to submit your expression of interest publicly?’

Express Interest ✕

For which role do you want to express interest?

Prime Contractor Sub-Contractor Either

Do you wish to submit your expression of interest publicly? ? NO ←

Additional Comments (optional):

Type max 200 characters

Last Update On: 28/03/2022 20:35 CEST
Last Update By: Giuseppe Verdi

Expression of Interest: Description

- You can add a brief description of your activities for the specific Tender you are applying for.
- Type the description in the dedicated box.

Express Interest ✕

For which role do you want to express interest?

Do you wish to submit your expression of interest publicly? ? NO

Additional Comments (optional):

Type max 200 characters

Last Update On:
Last Update By:

Expression of Interest: Access

- Once the Expression of Interest is saved, it is immediately visible in the portal, either publicly or only to you and ESA depending on the setting you chose
- You can access your entity's submitted Eol by clicking again on the **Express Interest** button
- The saved setting for the role is visible in light blue
- You can also see who submitted or updated your Eol, along with the date and time.

Express Interest ×

For which role do you want to express interest?

Prime Contractor Sub-Contractor Either

Do you wish to submit your expression of interest publicly? ? NO

Additional Comments (optional):

Type max 200 characters

Last Update On:
Last Update By:

Expression of Interest: Update and Withdraw

- Once the Eol is saved, you can:
 - ❖ Update the visibility and role of the Eol (by accessing the function again)
 - ❖ **Withdraw** the Eol by clicking on the relevant button.

Express Interest ×

For which role do you want to express interest?

Do you wish to submit your expression of interest publicly? ? YES

Additional Comments (optional):

Type max 200 characters

Last Update On: 28/03/2022 20:46 CEST
Last Update By: Giuseppe Verdi

Other Interested Entities (1/3)

➤ When you click on **Other Interested Entities**, the list of submitted Expressions of Interest for a specific Tender Action appears, depending on the visibility set for each Eoi

- The list of Other Interested Entities displays the details of each entity that has submitted an Eoi, including the Entity Contact Point.
- Hover the mouse over the Entity Contact Point icon to display the contact details

Preferred Role (Prime/Subco)	Entity Code	Business Unit Code	Legal Entity Name	BU Name	Additional Comments	Entity Type	SME Status	Address	Entity Contact Point
Either	1000031666	8000036613	Entity n.1 - Rel 3.2 - esa-match			Company	No	via di torre spaccata - 55 12345 - Roma IT-Italy	

Mr Mark Black
✉ DeltaUAT1@esa.int
☎ +39-434234

Find Business Partners in esa-match **Other Interested Entities** Express Interest Create Bidder Restricted Area

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Other Interested Entities (2/3)

- If you hover over the indicated icon, information on the entity's competences will appear.

Other Interested Entities
✕

Preferred Role (Prime/Subco)	Entity Code	Business Unit Code	Legal Entity Name	BU Name	Additional Comments	Entity Type	SME Status	Address	Entity Contact Point
Company							No	via di torre spaccata - 55 12345 - Roma IT-Italy	

Other Interested Entities
✕

esa-star Rel 3.0 - Entity 1

Generic Product Tree(GPT)

- ▶ 4 - Ground Segment
- ▶ 4-A - Mission Operations
- ▶ 4-A-4 - Other
- ▶ 4-B - Ground Station
- ▶ 4-B-1 - Antennas
- ▶ 4-B-1-a - Structure & Thermal, Servo / Mechanics, Reflectors, feeds and diplexers, Antenna Control I

Technology Domains

- ▶ 5 - Space System Control
- ▶ 5-B - Control Systems Innovative Technologies
- ▶ 5-B-I - GNC Technologies for Entry, Descent and Landing
- ▶ 5-B-II - GNC Technologies for Cruise, Rendezvous and Docking or Capture
- ▶ 5-B-III - High Accuracy Pointing Technologies
- ▶ 5-B-IV - Competitive AODS Technologies
- ▶ 5-C - Control Techniques and Tools
- ▶ 5-C-I - Modelling Techniques
- ▶ 5-C-II - Advanced Control, Estimation & Optimisation
- ▶ 5-C-III - Multidisciplinary Optimisation
- ▶ 21 - Thermal
- ▶ 21-A - Heat Transport Technology
- ▶ 21-A-I - Heat Pipes
- ▶ 21-A-II - Capillary-Driven Loops
- ▶ 21-A-III - Mechanically-Pumped Two-Phase Loops

Other Interested Entities (3/3)

➤ If you click on the name of the entity, you will be redirected to its profile in esa-match.

Other Interested Entities

Preferred Role (Prime/Subco)	Entity Code	Business Unit Code	Legal Entity Name
Prime Contractor	1000000838	8000014442	UNIV

The screenshot shows the profile of the entity 'UNIV'. It includes a map of Europe, entity information (Entity Code: 1000037346, Business Unit Code: 8000043136), address (via del corso 00150, roma capitale, IF-Italy), and social media links. The profile is divided into sections: Competences & Capabilities (Name of the Service, Name of the Product, Name of the Product 3), Experience (COC Study, MMTG Study, Project Earth), Business Units (BU Entity User Manuals), and Certifications, Labels & Patents (Environmental Managements Certification, ISO 9001). A red arrow from the table points to the 'UNIV' entity name, and a blue curved arrow points from the table to the profile screenshot.

To Recap

□ What has been learned:

How to express interest in a Tender Action

How to define the entity's desired role in the Tender Action

How to set the visibility of the Expression of Interest

How to add a description of the entity's activity in the Tender Action

How to update or withdraw the Expression of Interest

How to view Other Interested Entities.