Introduction:
Fourth Fixed Call for Proposals under the Requesting Party Activity (RPA) in Lithuania

Vilnius, 22/10/2024

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Agenda – Day 1

09:10 – 09:30	Welcome Coffee
09:30 – 10:30	Intro & Fourth Fixed Call for Proposals under the RPA in Lithuania briefing
10:30 – 10:45	Education Activities
10:45 – 10:55	OSIP & Type H Activities – Briefing: 2025 Space-related courses for Lithuanian industry
10:55 – 11:05	Introduction by Lithuanian and Latvian Ics
11:05 – 11: 2`0	Coffee Break
11:20– 14:00	1-2-1 Meetings
14:00 – 15:00	Lunch (1-2-1 meetings will continue over lunchtime)
15:00 – 18:00	Company visits

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Agenda – Day 2

09:10 – 09:30	Welcome Coffee
09:30 – 12:30	Proposal writing training
12:30 – 13:30	Lunch
13:30 – 18:00	Company visits

Disclaimer

This presentation material does not contain sufficient information to be used, in any way, in the context of the Fixed Call for Proposals **CfP/5-5-50110/24/NL/MH/yd** and **CfP/5-50107/24/NL/MH/yd.**

This presentation is just to help understand in a simplified manner some of the Rules and Procedures associated with ESA procurements, in particular for this Call for Proposals.

Please ensure that your Proposal is compliant with the requirements contained in **the Fixed Call for Proposals CfP/5-5-50110/24/NL/MH/yd and CfP/5-50107/24/NL/MH/yd documentation** that will be published on esa-star Publication.

Requesting Party Activity (RPA) Scheme

Lithuania signed the Associate Member (AM) agreement on 28 April 2021 and went into force on 21 May 2021:

- The RPA scheme is part of the AM agreement and is a funding scheme with a minimum contribution of 500k EUR per year, to further develop the national space industry.

  - **Lithuania is actually contributing more than this!**

- RPA aims at providing support to Lithuanian entities to overcome market entry barriers and reach a competitive level for successful participation in *multinational ESA programmes*.

The goals are:

- To prepare industry to be competitive in the ESA optional programmes that Lithuania subscribes to;
- To develop the competences that enable the country to contribute to new ESA optional programmes;
- To support space science activities (should Lithuanian government wish);
- To ensure that a highly educated workforce is available in the country for space related activities.

Summary of the presentation

1. ESA Tools – Basics of ESA procurement

2. Type of Activity Overview

3. Tender Package for Fixed Call for Proposals

    a. Cover Letter

    b. Draft Contract

    c. Tendering Conditions

    d. Proposal Template

4. The Tender Evaluation

5. The Negotiation Period

6. Debriefing

7. Schedule

8. Questions?

Sections 3 to 8 (or equivalent) will be shown in three different presentations…

1. For all Activity Types (excluding G2)

2. For Activity Type G2

3. OSIP – For Activity Type H

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1. ESA Tools – Basics of ESA Procurement

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https://doing-business.sso.esa.int/

- Portal for access to the entire esa-star toolset, including associated ESA corporate applications like esa-p
- All applications are connected, making it easier for users to access the systems and retrieve information
- Optimised and supported for use with the Google Chrome browser

1. ESA Tools – Basics of ESA Procurement

esa-star Registration (https://esastar-emr.sso.esa.int/)
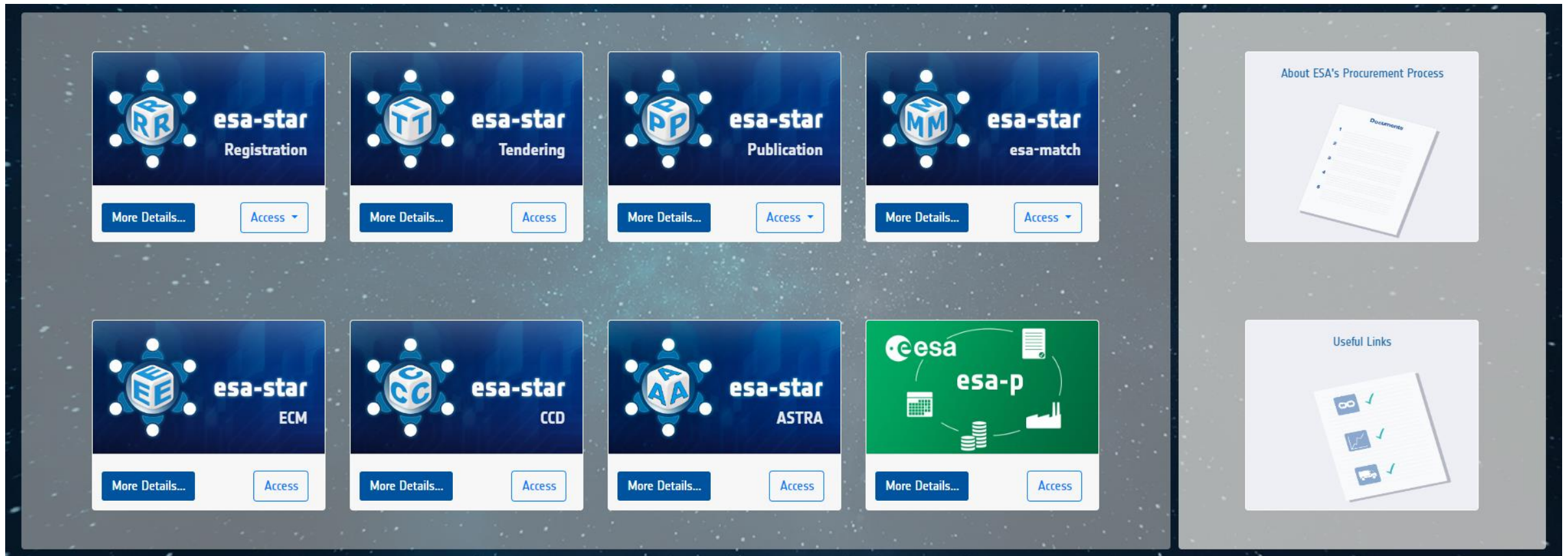
- Registration on ESA-STAR is a **pre-requisite** to do business with ESA

esa-star Publication (http://doing-business.sso.esa.int)

- All Tender related documents can be found in esa-star Publication. Here you request the system to create a **Bidder Restricted Area** in ESA-STAR Tendering

esa-star Tendering (http://doing-business.sso.esa.int)

- In the Bidder Restricted Area, you can request for clarifications and **submit the proposal**

esa-star esa-match (https://esastar-esamatch.sso.esa.int/)

- Competences & Capabilities, **find suitable tenders and entities for collaboration**

Further Instructions
ESA - esa-star: open for business
https://esastar.sso.esa.int/Lists/List%20Training/Forms/AllItems.aspx

1. ESA Tools – Basics of ESA Procurement

esa-star Registration

Doing Business with ESA

Register in ESA-STAR Registration

esa-star Publication

Doing Business with ESA

This portal provides access to the different ESA IT Corporate Applications for all economic operators doing business with, or intending to interact with, ESA. A click on the "More Details..." button provided for each IT Corporate Application reveals a brief description which explains the purpose of and process supported by the related system. To access any of the applications, please use the "Access" buttons. Some systems can be entered as a guest user, without the need to log-in. However, functionalities and data available will be limited. Additional information about the ESA Procurement Process and further useful links for economic operators are provided on the right-hand side.

esa-star Announcements

ESA Programmes Information

Access Tenders and ESA procurement related news

esa-star Publication

More Details... Access

esa-star esa-match

More Details... Access

About ESA's Procurement Process

esa-star ECM

More Details... Access

esa-star CCD

More Details... Access

esa-star ASTRA

More Details... Access

esa esa-p

More Details... Access

Useful Links

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esa-star Tendering

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Submit your proposal

1. ESA Tools – Basics of ESA Procurement

esa-star esa-match

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Network, find partners, advertise what you offer

esa-star Announcements

ESA Programmes Information

About ESA's Procurement Process

Useful Links

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esa-p
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2. Type of Activity Overview

2. Types of Activity

This briefing is exclusively for the following activity types, divided into three presentations as follows:

ESA-STAR **Fourth Fixed Calls for Proposals under the RPA in Lithuania** (CfP/5-5-50110/24/NL/MH/yd)	ESA-STAR **Fixed Call for Proposals for Co-Sponsored Research Activities (PhD Theses) under the RPA in Lithuania** (CfP/5-50107/24/NL/MH/yd)	OSIP **2024 Space related courses for Lithuanian industry**
Type A – Research and preparatory activity	**Type G2** – Education activities – PhD Theses This Call for Proposals is handled separately on **ESA-STAR.** **Please see separate presentation on Type G2.**	**Type H** – Space-related courses This campaign is handled separately via the **Open Space Innovation Platform (OSIP).** **Please see separate presentation on OSIP.**
Type B – Flight and ground segment related research and development activities		
~~Type C – Flight Opportunities~~ N/A to this call		
Type D – Space science activities		
~~Type E – Satellite development~~ N/A to this call		
Type F – Space (downstream) Applications		
Type G1 – Education activities – University courses		