

## **Invitation to tender**

### **Procurement document for a Space App Camp in Denmark**

#### **1. Introduction**

With this invitation The Danish Agency for Science and Higher Education wishes to receive tenders for the conduction of a Space App Camp or hackaton at the IT University in August 2018.

The task is put out to tender according to section 191 (1) of the Danish Public Procurement Act (Act no. 1564 of 15 December 2015).

08 February 2018

#### **2. Annex**

Draft contract.

**Danish Agency for Science and  
Higher Education**

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#### **3. Background**

Huge amounts of data from space, the kind produced by the European Earth observation programme Copernicus and its fleet of Sentinel satellites, offer countless opportunities in connection with mobile applications. Participants at the Space App Camp are expected to learn about the many ways in which satellite data can be used for mobile apps.

CVR no. 1991 8440

A Space App Camp brings programmers together to develop creative and innovative apps that make Earth observation data – particularly from Copernicus – accessible to a wide range of citizens.

Responsible  
Cecilie Tornøe  
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ct@ufm.dk

The European Space Agency has hosted one-week Space App Camps since 2012 but only few Danish students participate. Therefore the Danish Agency for Higher Education and Science invites universities, companies and others to propose and conduct a Space App Camp in Denmark at the IT University of Copenhagen.

Ref. no.  
18/008682-01

#### **4. The contracting authority**

Danish Agency for Science and Higher Education (The Agency)  
Bredgade 40  
1260 Copenhagen K  
Web: [www.ufm.dk](http://www.ufm.dk)

#### **5. Deadlines and other important details**

Deadline for submitting a tender is 15 March 2018, at 12:00 p.m.

The tender should be submitted by email to Cecilie Tornøe, ct@ufm.dk

Deadline for the selection of students for the Space App Camp is 1 July 2018.

All enquiries, including questions, should be addressed to Cecilie Tornøe,  
[ct@ufm.dk](mailto:ct@ufm.dk)

Questions will be answered in writing. All questions and answers will be sent in anonymized form to all tenderers who have sent a preliminary expression of interest. Tenderers are encouraged to send a preliminary expression of interest no later than 23 February 2018.

Questions received after 7 March 2018 can only be expected to be answered summarily.

The activity shall be carried out at a maximum price of 300.000 DKK.

The Agency will evaluate the tenders in two steps. Firstly an evaluation of the requirements for suitability of the tenderers will be made cf. section 7. Secondly an evaluation will be made of offers from the tenderers who meet the qualifications and who have sent offers in conformity with section 6, 8 and 9.

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The Agency will decide which tender is the more economically advantageous cf. section 9. All proposers will be informed of the decision in writing as soon as possible and at the same time.

No agreement as to the Space App Camp is binding until signature of the contract by both parties. The contract will be based on the Agency's standard contract cf. annex 1.

## **6. Description of the task**

The winner of this tender must plan, announce and select students in spring 2018 and conduct a one week Space App Camp in English at the IT University in Copenhagen in late August 2018 in collaboration with the IT University.

The Space App Camp is expected to bring programmers together for 5-7 days to develop creative and innovative apps that make Earth observation data – particularly from Copernicus – accessible to a wide range of citizens via smartphone.

The camp is expected to be announced in April/May with a deadline in May/June and a selection of students on 1 July 2018 at the latest. The announcement is expected to contain a description of the challenge for the camp.

The Space App Camp is expected to involve 20-25 students from different universities in Denmark. The students may be organised in teams with students from different areas of expertise to develop creative and innovative apps that make Earth observation data accessible.

Students from all universities in Denmark should be invited in order for teams to include for example engineering, scientific, design, business, geographical expertise as well as data science and software skills.

The tenderer is expected to provide staff with sufficient qualifications and experience to carry out the planning and conduction of the camp, including experience with the conduction of hackatons or space app camps and possession of managerial skills to conduct the camp.

The tenderer is expected to provide staff with sufficient technical and managerial qualifications to carry out the planning and conduction of the camp. They must have knowledge of the variety of space data and their applicability to assist and guide students in their work.

The IT University has agreed to host the camp and support the conduction with facilities as well as logistic support. The IT University will provide an auditorium and smaller meeting rooms for the Camp. The students do not need accommodation during the Camp. The Agency wishes to use the Space App Camp as kick off to support the IT University in including space data in their research and university programmes.

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## **7. Requirements for suitability**

In order to be considered for the task, the tenderer must meet the following requirements for suitability:

- Documented experience with the conduction of hackatons or space app camps
- Knowledge of the variety of space data and their applicability
- Possession of managerial skills to conduct the camp
- Ability to provide technical support to assist and guide students in their work

## **8. Formal requirements for the tenders**

The tender must be submitted in English and is expected to consist of app. 10 pages excl. annexes.

In order to be able to compare tenders received and ensure an equal treatment, tenderers are requested to follow this structure for information to be provided:

Contact details:

- Name of the company/institution
- Contact person
- Address
- Telephone number and email address

Proposal

- Description of the planning and conduction of a Space App Camp
- Proposal of a challenge
- List of names, roles and qualifications for the personnel present at the Space App Camp

Annex:

- Timeline and activity plan including announcement of the camp and selection of students.
- Request for payments according to milestones

## 9. Evaluation of tenders

The overall selection criterion is the most economically advantageous tender based on the following sub-criteria:

- Quality of the description of the planning and conduction of the Camp (30-40 %). The Agency will consider:
  - The consistency between the tenderer's description of the solution and the Agency's description of the task including a realistic planning and timing of the announcement and selection of students
- Qualifications and experience (20 – 30 %). The Agency will consider:
  - The qualifications and experience of the staff who will carry out the planning and conduction of the camp, including experience with the conduction of hackatons or space app camps and possession of managerial skills to conduct the camp
- Quality of technical support during the Camp (20-30 %). The Agency will consider:
  - The technical qualifications of the staff as well as their knowledge of the variety of space data and their applicability in order to assist and guide the students in their work during the camp.
- Price (10 – 20 %).

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All criteria will be part of the evaluation. The tenderer with the most economically advantageous tender will be selected to conduct the Space App Camp.

## 10. Tentative schedule

Date	Activity
8 February 2018	Publication of the procurement documents
23 February	Preliminary expression of interest (optional)
15 March 2018	Deadline for tenders
9 April 2018	Selection of the winner
1 July 2018	Final selection of students
August 2018	Conduction of the Space App Camp