

**FRONT-END EQUIPMENT FOR ELECTRONIC TICKETING IN DUTCH
PUBLIC T RANSPORT**

- Qualification Document -

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Utrecht, The Netherlands

Trans Link Systems

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To All Interested Parties

Trans Link Systems and its partners¹, believe that introducing innovative ticketing systems in the Netherlands shall provide passengers with an integrated journey, shall allow public transport companies to improve their operations and realise more direct relations with their customers and that it should ensure safety to the public and the employees.

Therefore, Trans Link Systems has initiated the following two tender procedures:

- I. A negotiated tender procedure (ND 28302-2002) for an integrated solution for an electronic ticketing system, focussing on the Trans Link Systems back office, the equipment needed for the launch and with an option for additional equipment in the roll-out. The objective of this tender is also to create an open standard for supply of front-end equipment. This tender started with the Invitation to Tender, a document that was issued in April 2002. In summer 2003 contracts have been signed with the East West consortium. For the latest and additional information visit our website: www.translink.nl;
- II. A procedure for a Qualification System for suppliers for additional identifiers, readers and entry control equipment (front-end equipment) in an open architecture environment. The objective of this tender is to qualify potential suppliers for the supply of front-end equipment in the period after the launch. (i.e. from 2004 onwards) It is envisaged that the public transport operators will use the Qualification System when tendering the supply of front-end equipment for the electronic ticketing system.

This document contains information to qualify for the Qualification System mentioned under II.

I would like to take this opportunity to invite you to apply to our qualification system and I am looking forward to receive your Request for Qualification.

Jeroen Kok
Managing Director
Trans Link Systems

¹ NS, Connexxion, GVB, RET and HTM

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GLOSSARY/LIST OF ABBREVIATIONS:

Applicant:	Party who has sent in a request for qualification
Candidate:	Party who has been qualified for the qualification system, but not yet asked to participate in a tender by one of the PTO's
CBO:	Central Back Office
IRD:	Interface Requirements Documentation
PTO:	Public Transport Operator
SDOA	Specification Document Open Architecture
TLS	Trans Link Systems CV
Tenderer:	Party invited by PTO's to participate in a tender for front-end equipment

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1. INTRODUCTION

1.1 Structure of the Document

This chapter contains an introduction to the procedure for a Qualification System for suppliers for additional identifiers, readers and entry control equipment in an open architecture environment and sets out the structure of this document.

In chapter two a general description of the e-Ticketing system illustrating the role of front-end equipment and background about the open architecture philosophy of Trans Link Systems is provided. In the third chapter, an overview of the envisaged qualification procedure is given and the criteria that should be met in order to qualify are described.

Finally, chapter four describes the rules for the submission of the *Request for Qualification*, which is required to qualify for the Qualification System and is attached to this document as Appendix A.

1.2 TLS and its relationship with the tender for the central back-office and launch region

For the introduction of a new electronic ticketing system in the Netherlands, five public transport companies have joined together in a partnership called . Trans Link Systems C.V (TLS) is the company specifically set up to implement a system for electronic ticketing for these companies and for the Netherlands in general.

The five public transport companies behind TLS are:

- Railways: - NS Groep N.V
- Regional bus services: - Connexxion Holding N.V.
- Municipal public transport: - GVB of the Municipality of Amsterdam
- RET of the Municipality of Rotterdam
- HTM Commercial Actions B.V. (The Hague)

These companies serve about 80 -90 % of the public transport market in the Netherlands. In addition the entire public transport sector, united in Mobis, has expressed its support for the initiative and monitors the progress of TLS.

Trans Link Systems is responsible for the design and provision of a central system for electronic ticketing for participating companies in TLS. This includes the hardware and software for a back-office, designed on the scale of the Netherlands. Besides this back-office TLS is also responsible for the front-end equipment needed in the launch region. In April 2002 TLS started a tender for both the back-office and the equipment needed in the launch region².

1.3 TLS and Public Transport Operators

Although TLS initiated this tender for a qualification system for front-end equipment for electronic ticketing in Dutch public transport (see also notice issued under 2002/S180-142534) contracting entity for this front-end equipment is not TLS solely.

The Public Transport Operators (PTO's) mentioned in 1.2 (except HTM which may follow in a later phase) are the contracting entities. But there is a clear relationship between this tender, PTO's and TLS. TLS will publish the interface specifications on which suppliers have to build their front-end

² More information about Trans Link Systems can be downloaded from our website www.translink.nl , or via the certification manager

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equipment. It is therefor, and for several other reasons, that TLS will act as initiator and contacting point of this tender.

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2. THE ELECTRONIC TICKETING SYSTEM AND ITS OPEN ARCHITECTURE

2.1 Introduction

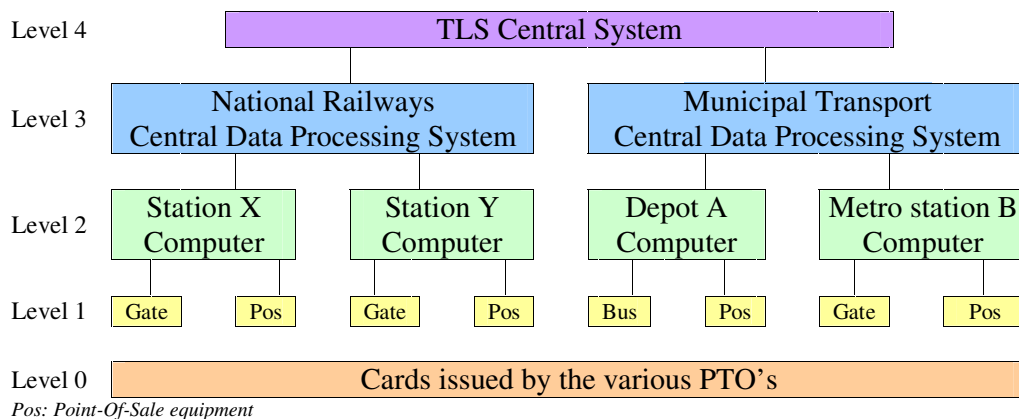
TLS requires an open architecture for the electronic ticketing system, especially with regard to the supply of front-end equipment. To understand what is meant by front-end equipment a general description of the e-ticketing system is provided in 2.2. The philosophy behind the open architecture and the relation to the envisaged certification thereof provided in 2.3 and 2.4 respectively.

2.2 General Description of the e-Ticketing System

This section gives a brief description of the architecture of the e-ticketing system, which consists of the following levels:

0. Identifiers
1. Front-end Devices
2. On-Site Systems
3. PTO Central Systems
4. TLS Central System

This is *illustrated* in the graph below.



Each of these levels is described below. Please note that this qualification process focuses on the levels 0 to 3.

Level 0: Identifiers

PTO's may offer their travelers a cost-effective mix of identifiers, depending on the type of traveler, frequency of traveling, type of proposition et cetera. The most important types are:

- Low cost single journey tickets:
 - ✓ Single journey paper tickets: these can be sold on board trams and busses at a premium (like the current 2 and 3–ticket strips (i.e. '2 and 3 zone strippenkaarten');
 - ✓ Single journey re-usable tokens/tickets: these can be sold in metro- and urban rail systems where the tokens or tickets are collected by the exit gates;
- Smart cards:
 - ✓ Disposable multi-journey / limited free travel cards: these are cards with a limited lifetime that can be sold to incidental travelers or tourists (e.g. a three-day pass for the Amsterdam region);

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- ✓ Anonymous stored value cards: these are standard fare cards that are manually loaded at ‘add-value’ machines;
- ✓ Personalised discount travel / auto-reload cards: discount travel cards are personalised to avoid fare evasion (like the current off peak or ‘*daluren*’ pass); auto-reload card holders have authorised the PTO to automatically transfer a fixed amount from their bank account when the stored value drops beneath a certain level; the cards are personalised for security reasons. They may offer travelers a discounted fare (e.g. 1% off of standard fares) because this system reduces queuing (travelers may aboard even when the stored value is insufficient) and the need for add-value machines;
- ✓ Personalised free-travel cards (like the Public Transport Student Year pass or ‘*OV-jaarkaart*’) and staff cards: these cards may be cheaper because they do not have to contain stored value or an auto-reload functionality³.

Smart cards shall initially be based on Type A Standards.

Level 1: Front-end Devices

Front-end devices support the sales, upload, access & registration and inspection processes of the system. The most important devices are:

- Sales Equipment:
 - ✓ On-board paper-ticket printers: these are used to sell paper tickets from the driver’s console;
 - ✓ Hand-held paper ticket printers: these are used to sell paper tickets (that could include a fine) by the ticket-inspectors;
 - ✓ Vending machines for smart cards;
 - ✓ Ticket-office terminals.
- Information Readers: these can be used by travelers to check information on their cards (e.g. last ten trips and transactions, residual value on the card, proposition loaded).
- ‘Add-Value’ Machines for stored value smart cards without auto-reload.
- Validators:
 - ✓ In-vehicle CiCo validators: for busses and trams (CiO is an option that is not considered for the launch, but might be relevant in later phases); these need to be linked with the following.
 - ✓ On-board computer or driver console (which may be integrated with the sales equipment for on-board paper tickets).
 - ✓ Gates for metro and closed railway stations.
 - ✓ Free standing validators for open railway stations.
 - ✓ First class train coach validators.
- Hand-held Inspection Readers.

Smart card readers in the devices above should be capable of reading Type A cards (and preferably also of reading Type B cards). Front-end devices should store data for several days.

Level 2: On-site Systems

The transaction data from front-end devices is routed to central systems in depots and stations.

- Docking stations for hand-held devices similar to the sales and inspection equipment mentioned above.
- Station/depot computers should handle the data from the front-end devices in vehicles and in stations. They should store data for at least a week. They shall also be used for the management of these front-end devices.

The delivery of on-site systems includes the (upgrade of) communication infrastructure from front-end devices to the local area networks.

³ These could also be used if a post-paid option would be added to the system.

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Level 3: PTO Central System

Each PTO has a central system that sets parameters for the TLS central system (transport network grid, fares, propositions etc), passes on registration and transaction data to the TLS central system and receives processed data from the TLS central system. The PTO central system shall also be the interface with the PTO's own systems (such as Finance, ERP, CRM, etc systems). The central data processing unit shall store registration / transaction data for at least a month.

- Central Data Processing Unit. The following is the minimum functionality required:
 - ✓ Cash handling from sales;
 - ✓ Data collection and storage;
 - ✓ Data processing;
 - ✓ Reporting;
 - ✓ Configuration management:
 - Transport network grid;
 - Fares;
 - Product propositions;
 - Customer records;
 - Device management.

Note that the PTO issues the cards and shall be entitled to the financial float of pre-paid value and deposits. The PTO shall also be the owner of the customer records. The card (ID number) management, auto-reload instructions and personalisation of cards are offered by the TLS central systems (Level 4).

The delivery of PTO central systems shall include the (upgrade of) communication infrastructure from the PTO central system to its on-site systems and to the TLS central system.

Level 4: TLS Central System

The TLS central system shall only interact with the PTO central systems and the systems of the relevant financial institutions.

- Central Clearing House System, with the following minimum functionality:
 - ✓ Central card management;
 - ✓ Blacklisting;
 - ✓ Intermodal journeys;
 - ✓ Clearing house;
 - ✓ Auto-reload management;
 - ✓ Optional: post payment modules.
- Personalisation system: personalisation of smart cards is most cost-effective when provided centrally.
- Call centre for customer service for PTO and travelers (optional).

2.3 Open architecture

For TLS open architecture of the TLS Central Systems is an essential requirement. The objective of such open architecture is, that PTO's will be able to procure their respective front-end equipment from other manufacturers than the contracting party delivering the Central Back Office (and front-end equipment for the launch) without encountering compatibility problems when connected to the TLS Central Systems.

The contracting party delivering the Central Back Office and equipment for the launch has stated its commitment to create an open architecture for front-end equipment. The contracting party delivering the CBO will provide TLS with interface specifications / communication protocols for the various system elements described in a comprehensive *Specification Document Open Architecture (SDOA, a document previously named Interface Requirements Document (IRD))*, amongst others setting out the following:

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- Interface specifications for:
 - Level 0 identifiers, in relation to level 1 subsystems
 - Level 1 front-end devices, in relation to level 0 and 2 subsystems
 - Level 2 on-site computers, in relation to level 1 and 3 subsystems
 - Level 3 PTO Central Systems, in relation to level 2 and 4 subsystems
- Should there be any proprietary technology in any of the subsystems, an economically and technically viable arrangement shall be provided per subsystem, with the financial, legal and technical details specified per arrangement.
- Should access to existing (own or third party) subsystems be necessary, the Tenderer will demonstrate that this access will be available in a transparent and non-discriminatory way and describe the arrangements thereof.
- The permission for TLS to use and make available this SDOA to any Tenderer in our qualification program, without any restrictions.

Based on this SDOA TLS will determine the final interface specifications. These interface specifications are

1. contractually to be implemented in the CBO Central Systems and
2. the basis for a certification and type approval process TLS will initiate.

PTO's are only allowed by TLS to use products certified on behalf of TLS with the system.

2.4 Qualification procedure versus certification of front-end equipment

Qualification of suppliers of front-end equipment is an important step for TLS to come to an open market of front-end equipment. An other important step to create an open market for front-end equipment is certification by or on behalf of TLS of products offered by, but not limited to, suppliers who have been qualified by TLS.

PTO's who will use the TLS systems are obliged to use products certified by TLS in order to assure interoperability and systems integrity.

TLS will provide interested suppliers with necessary specifications, testing tools and other relevant materials. TLS is responsible for organizing a certification procedure and the accreditation of a certification institute in order to assure a smooth certification process. In the planning, TLS foresees to have this certification procedure with all necessary tools required up and running before beginning 2004.

Suppliers that have been qualified for the appropriate certification procedures must submit to TLS certificates for their product(s) in the different categories (levels 0, 1, 2, or 3) within one year after these certification procedures are implemented by or on behalf of TLS. If not, suppliers will be removed from the actual Candidate list (qualified suppliers list).

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3. THE QUALIFICATION PROCEDURE

3.1 Introduction

It is envisaged that most if not all Dutch PTO's shall eventually use the electronic ticketing system (mentioned in paragraph 2.2). The open architecture shall enable other suppliers than the supplier of the Central Back Office to supply Front-end Equipment. The PTO's shall separately procure the Front-end Equipment required for use of the electronic ticketing system, and shall connect these to the Central Back Office.

The PTO which own Trans Link Systems, will purchase Front-end Equipment separately, and are intending to use Candidates qualified through this procedure to select suppliers for the front-end equipment they need to purchase to interact within the Central Back Office system. The current owners of Trans Link Systems represent 80- 90% of the Dutch public transport market in terms of revenues and trips.

3.2 Qualification

Aim of this qualification system is to create a register, consisting of several lists, of Candidate suppliers (Candidates) for delivery of front-end equipment for electronic ticketing by the PTO's (levels 0,1,2 and 3 of the system architecture as described in paragraph 2.3). Suppliers in this register may be selected by PTO's to tender for the supply of the front-end equipment needed.

This document describes a Qualification System for orders for front-end equipment that may be placed by Trans Link Systems and/or the PTO's participating in this qualification system, following the completion of the electronic ticketing system in accordance with the tender procedure as meant under I in the offer letter.

Qualification categories

The register consists of 4 different categories. Each category corresponds to a list of Applicants. An Applicant may only apply once (itself, or in combination). Applicants are offered the opportunity to qualify for one or more of the following categories of equipment:

- a) equipment for level 0 as mentioned in paragraph 2.2
- b) equipment for level 1 as mentioned in paragraph 2.2
- c) equipment for level 2 as mentioned in paragraph 2.2
- d) equipment for level 3 as mentioned in paragraph 2.2.

Phases

This qualification system is based on qualification in phases. In the first phase, an Applicant can be placed on one of the four lists mentioned above. In order to be placed on a list, each Applicant should demonstrate that it meets the qualification criteria mentioned under 3.3. Placement on a list constitutes a conditional qualification. In the second phase of process of tender, tenderers are required to demonstrate that at the moment of tender submission the exclusion criteria as described under 3.3. still do not apply, after which qualification will be final.

Status

Each Applicant must meet the relevant qualification criteria in order to qualify for any contract tendered under application of this quality system. Placement on a qualification list for any category does not constitute qualification nor does it constitute any entitlement to be invited for a tender or to be awarded a contract.

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Assessment against the qualification criteria

An Application for qualification shall be considered on the basis of information supplied in accordance with the attached Request for Qualification (refer to Appendix A) and the criteria as described under 3.3. Caused by the phased approach some of the information will be provided at a later stage.

Applicants are required to submit requested documents to prove the qualification criteria are met. Parties who meet the qualification criteria will qualify for the relevant list.

Information

In principal, Applicants shall be informed in writing whether they have been qualified and registered for one or more lists within six weeks after submission of the request for qualification. Nevertheless, TLS reserves the right to extend this reaction period once with a period of six weeks. However, excession of this period will not constitute a right to be placed on a list.

3.3 Qualification Criteria

Qualification criteria are divided into exclusion criteria and minimum criteria per category of equipment (levels 0,1,2,and3). The Applicant must prove that all exclusion and minimum criteria of the categories applied for are met.

I. Exclusion criteria (see Appendix A, Request for Qualification, part B 1 and B 2)

Applicants may be excluded from the qualification procedure, if the Applicant:

- a) Is in a state of bankruptcy or liquidation, has ceased its business activities, or is the subject of a moratorium or a settlement or in a similar situation as a result of a similar procedure under national laws or regulations;
- b) Is subject to a bankruptcy application or forms the subject of a procedure for a moratorium or settlement, or a similar procedure under national laws or regulations;
- c) Has, by virtue of a judgement which has become final and conclusive, been found guilty of an offence which raises doubts about the professional integrity of the Applicant or the Applicant's shareholders or members;
- d) Has committed a grave error in the performance of said Applicants' professional activities as determined on any grounds for which Trans Link Systems can make a reasonable case;
- e) Has not met its obligations with regard to the payment of social security contributions in accordance with the legal requirements in the country in which said Applicant is established or those of the Netherlands;
- f) Has not met its obligations with regard to the payment of taxes in accordance with the legal requirements in the country in which said Applicant is established or those of the Netherlands;
- g) Has been guilty of making false statements in the provisions of information including statements made for the purpose of an application and the information submitted on the basis thereof;
- h) Has a conflict of interest that gives rise, or shall give rise, to an unfair advantage in relation to another Applicant;
- i) Colludes, or will collude, with any other Applicant at any point during the tender process;
- j) Does not cooperate with integrity studies that Trans Link Systems deems fit and are carried out by or on behalf of Trans Link Systems;
- k) Does not accept an open architecture for levels 0,1, 2 or 3 as described in paragraph 2.3.;

In order to be placed on a list, unconditional declarations in accordance with Annex A part B1 and B2 are deemed to be sufficient proof that none of the abovementioned situations do apply.

With submission of any and all tenders based on this qualification procedure, tenderers again must prove that none of the abovementioned situations do apply, in any case by submission of

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unconditional declarations in accordance with Annex A part B1 and B2, and, if required by the contracting authority, also by submission of evidence as meant under article 20 sub 2 of Directive 93\36\EEC, as amended by Directive 97\52\EC, with regard to the situations as under a, b, c, e and f described hereabove.

II. Minimum criteria for qualification of category A (level 0)(see Appendix A, Request for Qualification, part B3)

The Applicant must have sufficient experience in the comparable supply of comparable equipment for level 0 equipment as mentioned in paragraph 2.2, to be demonstrated by at least two contracts executed in the last 5 years before submission of the request for qualification.

Applicants have to demonstrate their experience by submission of a written statement of the party to which the goods or services have been delivered, expressing i) the satisfaction about the execution of the contract and ii) the amount and iii) the nature of the equipment supplied.

III. Minimum criteria for qualification of category B (level 1)(see Appendix A, Request for Qualification, part B3)

The Applicant must have sufficient experience in the comparable supply of comparable equipment for level 1 equipment as mentioned in paragraph 2.2, to be demonstrated by at least two contracts executed in the last 5 years before submission of the request for qualification .

Applicants have to demonstrate their experience by submission of a written statement of the party to which the goods or services have been delivered, expressing i) the satisfaction about the execution of the contract and ii) the amount and iii) the nature of the equipment supplied.

IV. Minimum criteria for qualification of category C (level 2)(see Appendix A, Request for Qualification, part B3)

The Applicant must have sufficient experience in the comparable supply of comparable equipment for level 2 equipment as mentioned in paragraph 2.2, to be demonstrated by at least two contracts executed in the last 5 years before submission of the request for qualification.

Applicants have to demonstrate their experience by submission of a written statement of the party to which the goods or services have been delivered, expressing i) the satisfaction about the execution of the contract and ii) the amount and iii) the nature of the equipment supplied..

V. Minimum criteria for qualification of categorie D (level 3)(see Appendix A, Request for Qualification, part B3)

The Applicant must have sufficient experience in the comparable supply of comparable equipment for level 3 equipment as mentioned in paragraph 2.2, to be demonstrated by at least two contracts executed in the last 5 years before submission of the request for qualification .

Applicants have to demonstrate their experience by submission of a written statement of the party to which the goods or services have been delivered, expressing i) the satisfaction about the execution of the contract and ii) the amount and iii) the nature of the equipment supplied.

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3.4 Maintenance of the qualification system

The duration of this qualification system is in principal indefinite. TLS will maintain the qualification by undertaking the following activities:

- Once every year TLS will publish an updated version of the notice in the Official Journal of the European Communities.
- In case of major change in systems architecture, influencing for example one or more of the defined levels as mentioned in chapter 2, TLS will issue a new qualification document for front-end equipment.
- If there are minor changes in systems architecture, these changes will be incorporated in the yearly update.
- Any change in the criteria and/or rules contained in this document will be communicated to Candidates and will be announced by means of having the notice placed in the Official Journal of the European Communities. In such case Candidates must demonstrate they meet the adjusted qualification criteria and must renew their qualification with respect to the changed criteria according to the terms of the qualification document as per that date, ultimately on a date to be determined by TLS. If such request for renewal of qualification is not received on the due date or in case the Candidate cannot demonstrate any longer that it still meets the relevant qualification criteria, such Candidate will be disqualified and removed from the relevant list.
- Because of the in principal indefinite duration of the qualification system, every two years after conditional qualification Candidates must demonstrate they still meet the qualification criteria and must renew their qualification according to the terms of the qualification document as per that date. In order to assist, TLS intends to send those Candidates the qualification document two months in advance. If such request for renewal of qualification is not received on the due date or in case the Candidate cannot demonstrate any longer that it can still meet the relevant qualification criteria, such Candidate will be disqualified and removed from the relevant list.
- If an Applicant is qualified he has to proof for each category qualified for, to be able to develop products compliant with the TLS specifications. The ability can be demonstrated by submitting a product for certification to a certifying authority selected by TLS. The products must be certified on behalf of TLS within one year after submitting specifications and certifications procedures. In case an Applicant within one year has not a certificate for a product for each level, the supplier will be removed from the list for the associated level.
- The termination of this qualification system will be announced by having a notice in the Official Journal of the European Communities.
- In case additional public transport companies will work via Trans Link Systems, a new notice for this qualification system may be published.

3.5 Invitation to tender for front-end equipment

In case a PTO starts a tender procedure for front-end equipment, the PTO may, at its option, invite Candidates from the relevant list in one of the following ways:

- inviting all Candidates on the list to submit a bid;
- selecting a number of between 3 and 10 Candidates by drawing lots;
- selecting a number of between 3 and 5 Candidates by further selection. In such case all Candidates, or a number of Candidates selected by drawing lots, will be invited to submit additional information on the basis of which selection will take place, based on objective criteria made clear to Candidates in advance.

In the tender documents of the PTO the award criteria and other details of the tender will be described.

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3.6 Legal Disclaimer

The current Qualification Document is issued by Trans Link Systems on the terms as set down below.

The information contained in this document does not constitute an offer by Trans Link Systems to enter into an agreement nor does it constitute an invitation by Trans Link Systems to either proceed with the tender procedure or to enter into negotiations with Trans Link Systems. Trans Link Systems reserves the right not to follow up this document in any way.

Whilst this document has been prepared with due care and attention, the information herein contained should be viewed as being indicative only. It is given in good faith for the guidance of respondents. No representation, warranty or undertaking, express or implied, is or shall be made, and no responsibility or liability is or shall be accepted by Trans Link Systems as to, or in relation to, the accuracy or completeness of this document. Any suggestion made by said document or any other written or oral information made available to any interested party or any party's adviser and any such responsibility or liability is hereby expressly disclaimed.

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If part of the information supplied by a respondent to this document contains confidential information concerning the respondent's company, the respondent must specify clearly which part of the information this concerns. The part of the information containing confidential information concerning the respondent's company shall not be disclosed to any third party (except confidentially to Trans Link Systems advisers) without the respondent's prior consent.

Trans Link Systems does not accept any liability for the accuracy of the *Request for Qualification* of any of the Applicants. An Applicant assumes the full responsibility for any mistakes or inaccuracies in its *Request for Qualification* and for any damages to Trans Link Systems or any other Applicant.

Trans Link Systems reserves the right to exclude the Applicant at any stage of the process should it become sufficiently clear that the information supplied by the Applicant is incorrect or should the qualification criteria no longer be met; this to the sole discretion of Trans Link Systems, without being responsible for compensation of any costs of the Applicant.

Trans Link Systems reserves the right to suspend or abort the qualification system at any stage, such to the sole discretion of Trans Link Systems, without being responsible for compensation of any of the costs of Applicants.

Dutch law to the *exclusion* of any other domestic law shall govern this document.

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4 REQUIREMENTS FOR COMPLETION OF THE REQUEST FOR QUALIFICATION

Rules for Submission

1. Applicants are required to complete the *Request for Qualification* as set down in Appendix A, carefully and in full and provide any additional information and documentation requested that may be relevant to one or more of the criteria identified in chapter 4 of this document. The *Request for Qualification* must be completed in the prescribed format and returned following the guidelines given in this section.
2. Applicants may submit applications only once per category described under 3.2. For each category, a separate application is required. In accordance with the *Request for Qualification*, Applicants are required to make a statement declaring that they have applied for this selection only once.
3. There is no final date and time on which the *Request for Qualification* must be submitted. Duration of the qualification system is in principle indefinite.
4. Parties must submit their *Request for Qualification*, to:

Trans Link Systems
Stationsplein 151-157
3818 LE AMERSFOORT
The Netherlands
Marked for the attention of Mr. P.M. Aldershof, Certification Manager

5. Each Applicant is required to submit the original *Request for Qualification* (marked as being the 'original') and 2 copies thereof in English or Dutch and in bound or loose-leaf format. The *Request for Qualification* must be completed in full. Evaluation shall solely be based on the written or typed responses given in the *Request for Qualification*. No other information shall be used.
6. The following should be adhered to when completing the *Request for Qualification*:
 - The *Request for Qualification* may not be typed over, supplemented or modified. Where specified on the *Request for Qualification*, separate annexes must be added. All annexes to be added must be submitted with the *Request for Qualification* in accordance with the *Request for Qualification* numbering and this section.
 - The Declaration included in Appendix A (part C) with the original *Request for Qualification* must be signed by a duly authorised officer of the Applicant.
 - It may often be sufficient for the Applicant to provide its own declarations when answering the questions. Where specified, official supporting documents must be submitted. Declarations are included in the *Request for Qualification* to be completed by the Applicant.
 - Official (third part) supporting documentation must be submitted within one week following a request to do so by Trans Link Systems. Trans Link Systems reserves the right to check all details provided for accuracy based on the *Request for Qualification*.
 - It should be noted that statements which subsequently are found to contain incorrect information or promises that cannot be fulfilled, after verification or not, might be considered to be 'false' declarations. This is likely to lead to exclusion from this tender procedure.

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Information required from Applicants

7. Where the Applicant is requested to demonstrate experience, it can do so by referring to experience/projects for which the Applicant, has been responsible and of which the Applicant can demonstrate that it can utilise the relevant attributes, skills, resources or experience. The name of such a related company must, in this case, also be submitted.

Other

8. Enquiries related to the Qualification Phase should only be made in writing. The Applicant shall receive a written response. Enquiries should be addressed to:

Trans Link Systems
Mr. P.M. Aldershof
Stationsplein 151-157
3818 LE AMERSFOORT
The Netherlands
Fax: (+31) 33 4672020
E-Mail: pier.aldershof@translink.nl

Costs of Submission

9. Applicants must bear all costs associated with the preparation and submission of their *Request for Qualification*.

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APPENDIX A: REQUEST FOR QUALIFICATION

Part A: Information about the Applicant

The duly authorised officer of the Applicant should provide the answers to these questions.

A 1 Details of the Applicant

Registered name			
Current trading name			
(if different) Previous trading name			
Principle address			
Website			
Authorised Officer			
Telephone			
Facsimile			
E-mail			
Country of registration			
Registered number		Year of registration	

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A 2 Applicant's person for contact purpose.

Name	
Address	
Telephone	
Fax	
E-mail	

Applicant confirms that the Authorised Officer named in A 1 is authorised to act as the principal contact person on behalf of this company in dealings with Trans Link Systems, as set out in this Qualification Document.

A 3 What is the actual, or if applicable proposed, legal identity of the Applicant (for instance: "Société Anonyme" duly incorporated under French law; "Besloten Vennootschap" duly incorporated under Dutch law)?

A 4 Parent of consortium partner company

Is the company in A 1 a subsidiary of another organisation? Yes - No

If yes, please provide:

Name of parent company	
What interest does the parent company have in the company in A 1	

Trans Link Systems

APPENDIX B: QUALIFICATION CRITERIA**B 1 Exclusion criteria**

The Applicant should respond to the following questions in accordance with its corporate activities.

I declare that Applicant is not a:

- a) Person or legal entity in a state of bankruptcy or liquidation, which has ceased its business activities, or which is the subject of a moratorium or a settlement or in a similar situation as a result of a similar procedure under national laws or regulations;
- b) Person or legal entity which is subject to a bankruptcy application or forms the subject of a procedure for a moratorium or settlement, or a similar procedure under national laws or regulations;
- c) Person or legal entity which, by virtue of a judgement which has become final and conclusive, has been found guilty of an offence which raises doubts about the professional integrity of the Applicant or the Applicant's shareholders or members;
- d) Person or legal entity which has committed a grave error in the performance of said Applicant's professional activities as determined on any grounds for which Trans Link Systems can make a reasonable case;
- e) Person or legal entity which has not met its obligations with regard to the payment of social security contributions, in accordance with the legal requirements in the country in which said Applicant is established or those of the Netherlands;
- f) Person or legal entity which has not met its obligations with regard to the payment of taxes, in accordance with the legal requirements in the country in which said Applicant is established or those of the Netherlands; or
- g) Person or legal entity which has been guilty of making false statements in the provision of information, including statements made for the purpose of an application and the information submitted on the basis thereof.

Authorised officer	Applicant name	Signature

Trans Link Systems

B 2 The Applicant should complete the following declaration.

I declare that for levels 0, 1, 2, 3 (please put an X in the appropriate box) :

- h) I do not have a conflict of interest that gives rise, or shall give rise, to an unfair advantage in relation to another Applicant;
- i) I have not and/or will not collude with any other Applicant at any point during the process;
- j) I will cooperate with integrity studies that Trans Link Systems deems fit and are carried out by or on behalf of Trans Link Systems;
- k) I will accept an open architecture (levels 0, 1, 2 or 3), in the context of which I will undertake, only to the extent that this will be essential to allow for an open architecture, the following:
 - I will disclose essential information, tools and products for the e-ticketing system in a way as to enable the average craftsman to produce equipment at level 0,1,2 or 3, fully independent of any further information or know how of Applicant or any third party.
 - I will not exercise any of my current or future (intellectual property) rights with regard to products delivered or information/products disclosed for the e-Ticketing system against TLS or any third party performing activities related to the e-Ticketing System.
 - Enforcement of any of my (intellectual property) rights with regard to products delivered or information/products disclosed for the e-Ticketing system shall only take place in consultation with and upon consent of TLS.
- l) In case I am a party that is dominant in its market of operation, I shall cooperate with the Tenderer that is awarded the contract based on normal financial and economical principles and with the agreements as made in the consortium participation.

Authorised officer	Company name	Signature

Trans Link Systems

B 3. Minimum criteria per category (levels 0, 1, 2 and/or 3)

The Applicant should complete the following declaration.

I declare that:

- The Applicant applies for levels 0, and/or 1, and/or 2, and/or 3 (please delete levels not appropriate)
- The Applicant has sufficient experience in the comparable supply of comparable equipment for the appropriate level.
- The Applicant has carried out at least two contracts for supply of equipment for the appropriate level (0,1,2, or 3) executed in the last 5 years. The Applicant will prove his ability by submitting a project description and a written statement of each contract, expressing:
 - a) the satisfaction of the customer about the execution of the contracts,
 - b) the amount and,
 - c) the nature of the equipment supplied.

This description and statement will be added to this form as *an appendix*.

Authorised officer	Company name	Signature

Trans Link Systems

Part C: Declaration

I agree to the submission of this Request for Qualification.

I have read and agree to be bound by the terms and conditions as set out in the Qualification Document.

I confirm that the submitted Request for Qualification is correct.

Authorised officer	Company name	Signature