

+Call for Expertise: エキスパート募集

IO References: IO/24/CFE/10027973/RMO

**“Interface and documentation management support for DMS”**

(DMSのためのインターフェースと文書管理支援)

IO 締め切り 2024 年 2 月 11 日(日)

概要：

イーター機構（IO）では、上記タスクの支援をいただく作業を ITER 参加極の企業・機関等から募集します。応募を希望される企業・機関等は、所定の期限までに応募書類を直接 ITER 機構の下記担当までご提出下さい。

○ 今回の募集に関する書類は以下の通りです。

- ・ 招待状
- ・ 技術仕様書
- ・ 履歴書（CV）テンプレート
- ・ 見積もり提案書テンプレート
- ・ 誓約書
- ・ 守秘義務に関する誓約書(契約締結時に署名されること)

○ 応募者は、以下の申込用紙を ITER 機構に直接送付願います。

- ・ 履歴書（ITER 機構の招待状と技術仕様書で規定した要求事項と基準を満足していることを示す経験について明記されていること）
- ・ 誓約書（署名入り）
- ・ 見積もり提案書

（※提出書類は pdf ファイル 1 本にまとめて送付願います。）

○ 応募書類の提出先

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## ○はじめに

この事前情報通知 (PIN) は、供給契約の審査および実行につながる公開入札調達プロセスの最初のステップです。この文書の目的は、作業範囲と入札プロセスに関する技術的内容の基本的な概要を提供することです。

## ○背景

ITER プロジェクトは、欧州連合 (EU) (EURATOM を代表とします)、日本、中華人民共和国、インド、韓国、ロシア連邦、米国の 7 カ国が共同出資する国際的な研究開発プロジェクトで、ITER 機構 (IO) の本部 (HQ) があるヨーロッパ、フランス南部のサン・ポール・レ・デュランスで建設されています。

ITER プロジェクトの組織面および技術面の詳細については、[www.iter.org](http://www.iter.org) を参照してください。

## ○作業範囲

「DMS のためのインターフェースと文書管理支援」と題した本契約の目的は、技術仕様書に記載されたサービスの提供を調達することです。詳細は技術仕様書 ref. 9X72KP\_v 1.1 (本 PIN 文書の附則 D) を参照下さい。

## ○調達プロセスと目的

目的は、競争入札プロセスを通じて供給契約を落札することです。

この入札のために選択された調達手続きは公開入札手続きと呼ばれます。

オープン入札手順は、次の 4 つの主要なステップで構成されています。

### ➤ ステップ 1-事前情報通知 (PIN)

事前情報通知は公開入札プロセスの第一段階です。IO は、関心のある候補企業に対し、10 作業日までに担当調達担当官に以下の情報を提出し、競争プロセスへの関心を示すよう正式に要請します。

-候補会社の名称

-登録国

-連絡先の名前、電子メール、タイトル、電話番号。

### 特に注意:

関心のある候補企業は、IO Ariba の電子調達ツール「IPROC」に登録してください (まだ登録していない場合)。手順については、<https://www.iter.org/fr/proc/overview> を参照してください。

Ariba (IPROC) に登録する際には、お取引先様に最低 1 名の担当者の登録をお願いします。この連絡担当者は、提案依頼書の発行通知を受け取り、必要と思われる場合は入札書類を同僚に転送することができます。

➤ ステップ 2-入札への招待

関心のある候補企業の完全登録後、提案依頼書 (RFP) を「IPROC」に掲載します。この段階では、担当の調達担当者に関心を示し、かつ IPROC に登録している関心のある候補企業は、RFP が公表された旨の通知を受けることができます。その後、RFP に詳述されている入札説明書に従って提案書を作成し、提出します。

このツールに登録されている企業のみが入札に招待され、登録されている企業は、自社の名前でのみ提案を提出できます。

➤ ステップ 3-入札評価プロセス

入札者の提案は、IO の公平な評価委員会によって評価されます。入札者は、技術的範囲に沿って、かつ、RFP に記載された特定の基準に従って作業を実施するために、技術的遵守を証明する詳細を提供しなければなりません。

➤ ステップ 4-落札

認定は、公開されている RFP に記載されている、コストに見合った最適な価格または技術的に準拠した最低価格に基づいて行われます。

## ○概略日程

概略日程は以下の通りです：

マイルストーン	暫定日程
IOWeb ページと DA との連絡により 事前指示書 (PIN) の発行	2024 年 2 月 1 日
関心表明フォームの提出	2024 年 2 月 11 日
IPROC での提案リクエスト (REP) の発行	2024 年 2 月 21 日
IPROC で入札提出	2024 年 3 月 7 日
入札評価と契約授与	2024 年 3 月
契約調印	2024 年 3 月
契約開始	2024 年 4 月

## ○契約期間

予想される契約期間は、12 か月です。

## ○経験

入札者は、IO の技術的要件に沿った期待される支援を提供するにあたり、その知識と経験と能力があることを英語で示す必要があります。ITER での使用言語は英語です。流暢でプロレベルが必要です（スピーキングとライティング共に）。

## ○候補

参加は、個人またはグループ/コンソーシアムに参加するすべての法人に開放されます。法人とは、法的権利及び義務を有し、ITER加盟国内に設立された個人、企業又は機構をいいます。

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コンソーシアムのすべての構成員(すなわち、リーダーと他のすべてのメンバー)は、ITER 機構に対して連帯して責任を負います。

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指名されたコンソーシアムのリーダーは、入札段階でのカバーレター(入札への招待)で、コンソーシアムのメンバーの構成を説明する予定です。その後、候補者の構成は、いかなる変更もITER機構に通知することなく変更してはなりません。かかる認可の証拠は、すべてのコンソーシアムメンバーの法的に授権された署名者が署名した委任状の形式で、しかるべき時期にIOに提出しなければなりません。

どのコンソーシアムメンバーもIPROCに登録する必要があります。

【※ 詳しくは添付の英語版技術仕様書「**Interface and Documentation Management Support for DMS**」をご参照ください。】

ITER 機構のウェブサイト

<http://www.iter.org/org/team/adm/proc/overview> からもアクセスが可能です。

「核融合エネルギー研究開発部門」の HP : <http://www.fusion.qst.go.jp/ITER/index.html>  
では ITER 機構からの各募集（IO 職員募集、IO 外部委託、IO エキスパート募集）を逐次更新しています。ぜひご確認ください。

# **PRIOR INFORMATION NOTICE (PIN)**

**IO/24/CFE/10027973/RMO**

## **Interface and Documentation Management Support for DMS**

Procurement Officer in charge:

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### **Abstract.**

The purpose of this summary is to provide prior notification of the IO's intention to launch a competitive Call for Expertise process in the coming weeks. This summary provides some basic information about the ITER Organisation (the "IO"), the technical scope for this tender, and details of the tender process.

## 1 Introduction

This Prior Information Notice (PIN) is the first step of a Call for Expertise Procedure leading to the award and execution of a Service Contract.

The purpose of this document is to provide a basic summary of the technical content in terms of the scope of work, and the tendering process.

## 2 Background

The ITER project is an international research and development project jointly funded by its seven Members being, the European Union (represented by EURATOM), Japan, the People's Republic of China, India, the Republic of Korea, the Russian Federation and the USA. ITER is being constructed in Europe at St. Paul–Lez–Durance in southern France, which is also the location of the headquarters (HQ) of the ITER Organization (IO).

For a complete description of the ITER Project, covering both organizational and technical aspects of the Project, visit [www.iter.org](http://www.iter.org).

## 3 Scope of Service

The purpose of this Contract titled “**Interface and Documentation Management Support for DMS**” is to procure the provision of services described in the Technical Specifications, ref. 9X72KP\_v 1.1 (ANNEX I in this PIN document).

## 4 Procurement Objective & Process

The objective is to award a Contract through a competitive bidding process.

The procedure is comprised of the following four main steps:

- Step 1- Prior Information Notice (PIN) – publication on IO web procurement page  
The Prior Information Notice is the first stage of the process. The IO formally invites interested candidate companies to indicate their interest in the competitive process, within **10 calendar days**, by returning to the Procurement officer in charge the following information by the date indicated under paragraph 5 below:
  - Name of candidate company
  - Country of registration
  - Point of contact name, email, title, and phone number.

### **Special attention:**

**Interested candidate companies are kindly requested to register in the IO Ariba e-procurement tool called “IPROC”, if not so done yet. The process on how to do is described at the following link: <https://www.iter.org/fr/proc/overview>.**

**When registering in Ariba (IPROC), suppliers are kindly requested to register at least one contact person. This contact person will be receiving the notification of publication of the Request for Proposal and will then be able to forward the tender documents to colleagues if deemed necessary.**

➤ Step 2 - Request for Proposals

After the full registration of interested candidate companies, the Request for Proposals (RFP) will be published in “IPROC”. This stage allows interested candidate companies who have indicated their interest to the Procurement Officer in charge AND who have registered in IPROC to receive the notification that the RFP is published. They will then prepare and submit their proposals in accordance with the tender instructions detailed in the RFP.

**Only companies registered in this tool will be invited to the tender and registered company can only submit a proposal in their name.**

➤ Step 3 – Tender Evaluation Process

Tenderers proposals will be evaluated by an impartial evaluation committee of the IO. Tenderers must provide details demonstrating their technical compliance to perform the work in line with the technical scope and in accordance with the particular criteria listed in the RFP.

➤ Step 4 – Contract Award

The award will be done on the basis of best value for money or lowest price technically compliant offer as described in the published RFP.

## 5 Procurement Timetable

The tentative timetable is as follows:

Milestone	Date
Publication of the Prior Indicative Notice (PIN) on IO Webpage and communications with DAs	1 <sup>st</sup> February 2024
Deadline for Submission of expression of interest form	11 <sup>th</sup> February 2024
Request for Proposals (RFP) publishing on IPROC	21 <sup>th</sup> February 2024
Tender Submission in IPROC	7 <sup>th</sup> March 2024
Tender Evaluation & Contract Award	March 2024
Contract Signature	March 2024
Contract Commencement	April 2024

## 6 Contract Duration and Execution

The estimated contract duration shall be 12 months.

## 7 Experience

The tenderers shall demonstrate their knowledge, experience and capabilities in the implementation of providing expected supports in accordance with the IO technical requirements.

The working language of ITER is English, and a fluent professional level is required (spoken and written).



## **8 Candidature**

Participation is open to all legal entities participating either individually or in a grouping/consortium. A legal entity is an individual, company, or organization that has legal rights and obligations and is established within an ITER Member State.

Legal entities cannot participate individually or as a consortium partner in more than one application or tender of the same contract. A consortium may be a permanent, legally established grouping, or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e. the leader and all other members) are jointly and severally liable to the ITER Organization.

In order for a consortium to be acceptable, the individual legal entities included therein shall have nominated a leader with authority to bind each member of the consortium, and this leader shall be authorised to incur liabilities and receive instructions for and on behalf of each member of the consortium.

It is expected that the designated consortium leader will explain the composition of the consortium members in its offer. Following this, the Candidate's composition must not be modified without notifying the ITER Organization of any changes. Evidence of any such authorisation shall be submitted to the IO in due course in the form of a power of attorney signed by legally authorised signatories of all the consortium members.

Any consortium member shall be registered in IPROC.

## **9 Sub-contracting Rules**

Sub-contracting is not allowed.

## Technical Specifications (In-Cash Procurement)

# Technical Specification - Interface and documentation management support for DMS

This document concerns the DMS interface, documentation and quality management activities performed for the DMS.

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## 1 Preamble

This technical specifications are to be read in combination with [AD1] that constitutes a full part of the technical requirements. In case of conflict, the content of the Technical Specification supersedes the content of [AD1].

## 2 Purpose

The purpose of this technical specification (ITER\_D\_9X72KP) is to outline and define how the development of the Disruption Mitigation System (DMS) shall be supported towards and after the FDR.

## 3 Acronyms & Definitions

### 3.1 Acronyms

The following acronyms are the main ones relevant to this document.

For a complete list of ITER abbreviations see: [ITER Abbreviations \(ITER\\_D\\_2MU6W5\)](#).

Abbreviation	Description
ALARA	As Low As Reasonably Achievable
CAD	Computer Aided Design
DA	Domestic Agency
DET	Data Exchange Transfer
DFW	Diagnostic First Wall
DIR	Design Integration Review
DMS	Disruption Mitigation System
DSM	Diagnostic Shielding Module
EP	Equatorial port
FDR	Final Design Review
FP	First Plasma
HFE	Human Factors and Ergonomics
HIRA	Hazard Identification and Risk Assessment
HoF	Human Organizational Factor
IO	ITER Organization
ISS	Interspace Support Structure
ORE	Occupational Radiation Exposure
PCSS	Port Cell Support Structure
PDR	Preliminary Design Review
PFPO-1	Pre-Fusion Plasma Operation 1
PI	Port Integrator
PIA	Protection Important Activity
PIC	Protection Important Component
PP	Port Plug
RH	Remote Handling

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RO	Responsible Officer
SDDR	Shutdown Dose Rate

### 3.2 Definitions

**Site or ITER Site or IO Site:** Covers the Construction site and Areas under Operation. By extension, any place where IO staff is operating on a regular basis is to be considered ITER Site, if specified as such by IO.

**Offsite:** Anywhere that is not ITER Site.

**Contractor:** Shall mean an economic operator who have signed the Contract in which this document is referenced.

## 4 Applicable Documents & Codes and standards

### 4.1 Applicable Documents

It is the responsibility of the Contractor to identify and request for any documents that would not have been transmitted by IO, including the below list of reference documents.

These technical specifications take precedence over the referenced documents. In case of conflicting information, this is the responsibility of the contractor to seek clarification from IO.

Upon notification of any revision of the applicable document transmitted officially to the contractor, the contractor shall advise within four weeks of any impact on the execution of the contract. Without any response after this period, no impact will be considered.

Ref	Title	IDM ID	Version
[AD1]	General Management Specification for Service and Supply	82MXQK	1.4
[AD2]	Project Requirements	27ZRW8	6.3
[AD3]	System Requirement Document (SRD) 18.DM	BEJQWA	2.4
[AD4]	Defined requirements PBS 18 DMS	45P8YK	2.3
[AD5]	18.DM System Design Description for DMS	2NC6CB	2.1
[AD6]	Safe Access for Maintainability	RUGWUK	1.4
[AD7]	Working Instruction for the Qualification of ITER safety codes	258LKL	3.1
[AD8]	ITER Human & Organizational Factors Policy	QUK6LF	1.1
[AD9]	ITER Abbreviations	2MU6W5	1.17
[AD10]	Software Qualification Policy	KTU8HH	2.0
[AD11]	Quality Classification Determination	24VQES	5.2
[AD12]	Order dated 7 February 2012 relating to the general technical regulations applicable to INB - EN	7M2YKF	1.7

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4.2 Applicable Codes and Standards

It is the responsibility of the contractor to procure the relevant Codes and Standards applicable to that scope of work.

However, there are no particular Codes and Standards identified for the work under the scope of these technical specifications.

Ref	Title	Doc Ref.	Version
-	-	-	-

5 Scope of Work

5.1 Introduction

This section defines the specific scope of work for the service, in addition to the contract execution requirement as defined in [AD1].

The purpose of the ITER DMS is to provide machine protection in order to reduce the detrimental effects of plasma disruptions and to ensure the appropriate lifetime of all affected ITER components. It utilizes cryogenic hydrogen and neon pellets which are generated inside the injectors, which are located in the Interspace Support Structure (ISS). These pellets are pneumatically propelled, in the period of milliseconds, towards the plasma and, just before entering the plasma, they are shattered into small fragments so as to reduce damage to the plasma facing components and to other structures inside the ITER tokamak. The DMS is located in ITER ports on the equatorial level and the upper levels (see an example of the DMS integrated in the Equatorial Port (EP) #2 in fig. 1). All DMS units on the equatorial share a common and modular design and so do the units on the upper ports.

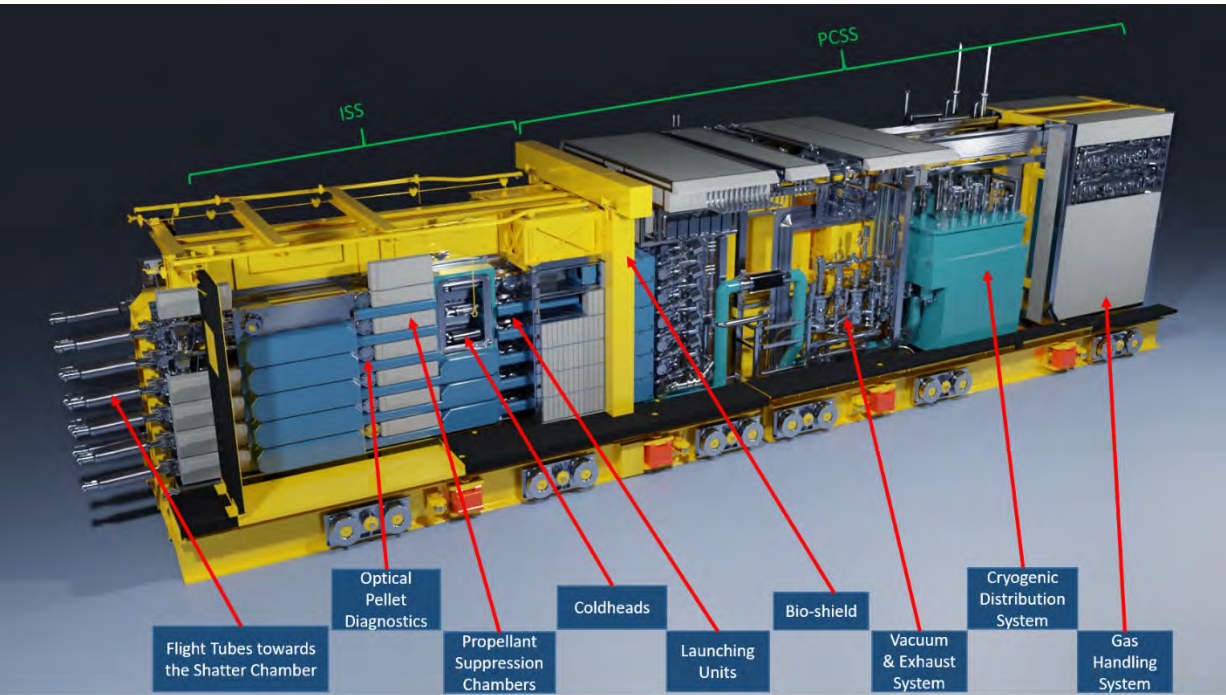


Figure 1: Part of the DMS located in EP #02 with its integration into the ISS and PCSS.

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The ITER DMS is a large system with a total of 27 injectors distributed toroidally and poloidally in EP #02, EP#08, EP#17 and Upper Port (UP) #02, UP#08, UP#14. Each of these systems can be broken down into a series of work packages such as the Pellet Injector, Cryogenic System, Gas Handling System, Vacuum System and the Control System as shown in figure 2. Each of these work packages can be broken down further into individual components or assemblies.

There is no specific work package of interest for this contract since it is of transversal nature covering the interface management between 18.DM and other PBSs and enabling continuous information exchange and discussions. These transversal aspects also may include documentation and quality management within the DMS team and other interfacing entities.

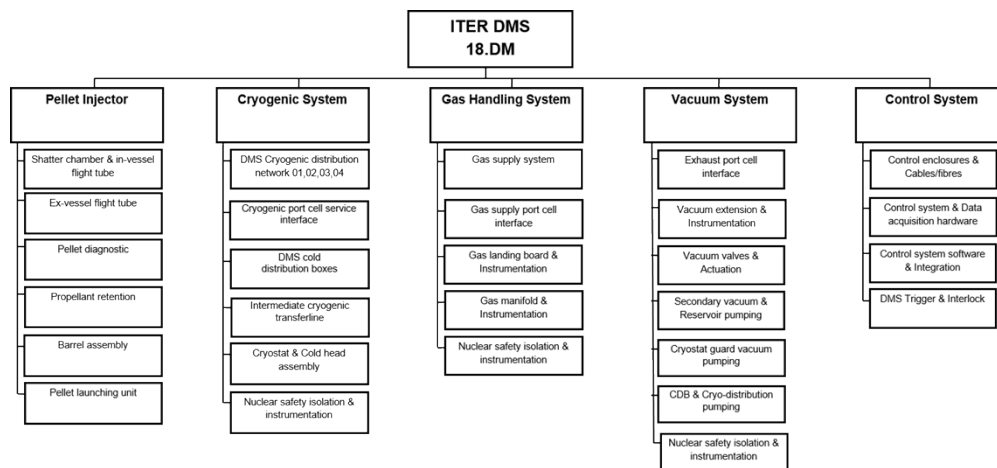


Figure 2 The DMS Plant Breakdown

The work involves provision of technical expertise and to work together with the IO-TRO and the DMS design team primarily. It involves many areas of activity that have to be supported:

- Documentation management in general and specifically interface documentation management of the DMS design team
- Creation of technical specifications for services or component procurement
- Ensuring that the DMS design complies with the ITER design and procurement quality rules
- Carrying out other related requests, upon line management request

More details on the specific work is listed in chapter 5.2

## 5.2 Interface, documentation and quality management

### 5.2.1 Description

The objective is to continuously support the DMS design. The list of specific and general activities expected to be performed is

- Interface management, which includes liaising and negotiation with teams of interfacing systems to ensure proper documentation flow, regular uploading through IDM/PLM and action tracking, with required quality and according to schedules.

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- Documentation management of the DMS design team, including timely creation of agendas, minutes and actions of meeting and technical discussions as required by the IO quality process, supports sign-off follow-up, quality checks and regular updates;
- Organising progress meetings, supporting collection and follow-up of actions and publishing the minutes of meetings following IO rules and guidelines;
- Carrying out other related tasks, upon line management request.

The Disruption Mitigation System (DMS) 18.DM is a rapidly growing system at pre-FDR development level. The most critical areas for integration area is the shatter chamber in the DFW and its interfaces with the DFW and the DSM. The work on vacuum extensions is ongoing with support of maintenance and ORE assessments, and HOF analysis, provided by PBS-55 which bears the port integration in most DMS ports. A close collaboration with PBS 55 and continuous information exchange is therefore expected.

### 5.2.2 Engineering documentation

Some of the engineering documentation which may be expected to be prepared are

- Interface Control Document (ICD)
- Interface Sheet (IS)
- Presentations
- Meeting minutes

Furthermore it may be expected

- to provide technical specifications for service and component purchase/manufacturing contracts
- to participate in regular DMS group meetings;
- to participate in design and integration reviews;
- contribute or provide presentation related to technical, administrative and managerial activities
- participate in the procurement and installation process

### 5.2.3 Service Duration

The maximum expected duration for this activity is twelve months (see also Chapter 8).

## 6 Location for Scope of Work Execution

The Contractor will work predominantly off-site.

*Note: The contractor will may be asked to be present on the ITER site for in person meetings on short notice for a non-specific number of weekdays throughout the contract period*

## 7 IO Documents

Under the scope of work, IO will provide relevant / appropriate input documents as necessary during the course of the contract. A preliminary list of documents will be discussed during the Kick Off Meeting.



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## 8 List of Deliverables and Due Dates

The Supplier shall provide IO with the documents and data required in the application of this technical specification, of [AD1] and any other requirement derived from the application of the contract.

The list of deliverables is available hereafter with associated due dates. The content of the deliverables has been detailed in sub-section 5.2.2

Technical Design Family (TDF)	Generic Document Title (GTD)	Further Description	Expected date (T0+X) *
Contract Management	D0 – Quality Plan	Quality Assurance Plan from the Contractor specific to the execution of the contract	T0 + 1
Report	D1 – Intermediate Progress Report #1	Work on the ICD and IS (creation, modification, finalization) before and after the DMS FDR. Prepare or contribute to all activities related with the organization of design review meeting. Provide a report on IDM summarising the work of this deliverable	T0 + 3
Report	D2 – Intermediate Progress Report #2	Prepare or contribute to all activities related with the chit resolution of design review. Finalize documentation in preparation of the final design review closure. Provide a report on IDM summarising the work of this deliverable.	T0 + 6
Report	D3 – Intermediate Progress Report #3	Incorporate changes and updates of all relevant documents as per design review outcome and identified chit resolutions. Provide a report on IDM summarising the work of this deliverable	T0 + 9
Report	D4 – Final Report	Finalize documentation in preparation of the final design review closure.	T0 + 12

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		Provide a report on IDM summarising the work of this deliverable.	
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(\*) T0 = Start date of the kick-off meeting; X in months.

The Contractor is requested to prepare their document schedule based on the above and using the template available in the appendix II ([click here to download](#)) of [AD1].

## 9 Quality Assurance Requirements

The quality class (QC) under this contract is as per [AD3]. Chapter 8 of [AD1] applies in line with the defined QC.

## 10 Safety Requirements

DMS Design activities are Protection Important Activities (PIA), while the Safety Class is as per [AD3]. Hence section 5.3.3 of [AD1] apply.

## 11 Specific General Management Requirements

Section 6 of [AD1] applies in full, except for section 6.4, amended with the following specific requirement:

- The Contractor shall not subcontract any part of this contract.

### 11.1 Contract Gates

The contract gates are defined in section 6.1.5 of GMS [AD1]. This service contract shall have the following technical gates:

- Approval of deliverable D1 by the IO Technical Responsible Officer (TRO).
- Approval of deliverable D2 by the IO TRO.
- Approval of deliverable D3 by the IO TRO.
- Approval of deliverable D4 by the IO TRO.

### 11.2 Work Monitoring

As stated in [AD1], the work progress will be managed as explained in sub-sections 6.1.4 for progress reports and 6.1.6 for progress meetings.

Moreover, the work monitoring can also be complementary achieved through the formal exchange of documents transmitted by emails or over IDM.

### 11.3 Meeting Schedule

In addition to the Progress Meetings, the Contractor shall work closely with the DMS PIS designers from PBS 18.DM and also of other PBSs if needed. Routine technical meetings will take place to monitor work progress and approaches, discuss and decide on technical solutions, provide additional information, address hold points, and identify actions which require follow-up. These meeting will have an agenda. Actions/issues identified in these meetings will be recorded and reviewed in subsequent meetings until completed/resolved. It is duty of the Contractor to properly upload in IDM the minutes of these meetings.

On request and by agreement, additional special subject meetings will be organized.

## SERVICE

### 11.4 CAD Design Requirements

As per section 6.2.2.2 of [AD1]

### 11.5 Specific Requirements and Conditions

In order to complete the tasks in a timely manner the following skills are required:

- Interface management on large projects such as particle accelerators, fusion, fission, aerospace projects,
- Hydraulic/pneumatic control implementation
- Working on prototype coordination, operation and testing
- Working with highly integrated systems
- Providing plant operation relevant documents
- Schematics and 3D models.
- Creation of technical, administrative, and managerial documents
- Requirements verification and propagation
- Quality assurance
- Communication with international local and remote teams in context of nuclear fusion; research or similarly complex research and engineering environment
- Organizing, taking minutes and action tracking of international meetings

## Expression of Interest

To be returned by e-mail to: [rossella.muzzetto@iter.org](mailto:rossella.muzzetto@iter.org) copy [Jongeun.Lee@iter.org](mailto:Jongeun.Lee@iter.org)  
before 11<sup>th</sup> February 2024

ITER Organization / ITER Headquarters  
Procurement & Contracts Division  
Route de Vinon-sur-Verdon  
CS 90 046  
13067 St. Paul Lez Durance Cedex  
France

TENDER No. **IO/24/CFE/10027973/RMO**

TENDER Title: **Interface and Documentation Management Support for DMS**

Officer in charge: **Rossella Muzzetto – EXT - Procurement & Contracts Division  
ITER Building 81/139**

☐ We acknowledge receipt of all tender documents for the above mentioned tender.  
(In event of missing documents, contact the ITER Officer in charge)

☐ We intend to submit a tender

### **Contact Person for this solicitation Process:**

Name: ..... Tel: .....

Position: ..... E-mail address: .....

Signatory Name: .....

Company Stamp

Title: .....

Signature: .....

Date: .....