

# Open Call for Tender

for 4 project leaders to revise the standards of the European Working Group CEN/TC 212/WG3 “Theatrical pyrotechnic articles, category T1 and T2” in the framework of the Standardisation Request M/583 drafted by the European commission implementing decision of 12.5.2022 to the European Committee for Standardisation as regards the pyrotechnic articles in support of Directive 2013/29/UE of the European Parliament and of the Council

Starting date: 2024-01-05

Deadline for tenders: 2024-02-09  
(= publication date + 35 calendar days)

## I Introduction

### I.1 General

To elaborate harmonized European Standards and European standardization deliverables in the framework of the Regulation 2013/29/EU on the harmonisation of the laws of the Member States relating to the making available on the market of pyrotechnic articles (recast).

This call is for the work to be executed under CEN/TC 212/WG 3 “Theatrical pyrotechnic articles, category T1 and T2”

### I.2 Context

The general context for this call is provided by the chapter “Needs analysis and specific objectives” from the Specific Agreement SA 2022-11 Pyro

There is a need for development and revision of European standards, which is necessary to support Directive 2013/29/EU on pyrotechnic articles. It is needed that the aspects related to the protection of human health and of the environment will both be more present and verifiable, while ensuring the high level of safety of all the categories of pyrotechnic articles. There is a need to investigate possibilities to safely use different materials in pyrotechnic articles in order to have less harmful debris left in the environment.

#### 1) Objectives: Deliverables and requirements as specified under M/583

COMMISSION IMPLEMENTING DECISION  
of 12.5.2022

on a standardisation request to the European Committee for Standardisation as regards pyrotechnic articles in support of Directive 2013/29/EU of the European Parliament and of the Council

The objective of CEN/TC 212 is to meet the objectives specified in M/583, as accepted by COMMISSION IMPLEMENTING DECISION C\_2022\_3011\_1 of 12.5.2022 on a standardisation request to the European Committee for Standardisation as regards pyrotechnic articles in support of Directive 2013/29/EU of the European Parliament and of the Council.

In Annex I of C\_2022\_3011\_1 the list of standards to be revised is given.

in Annex II of C\_2022\_3011\_1 the requirements to be met are given:

- ANNEX II Requirements for the standards referred to in Article 1.
- PART A. GENERAL REQUIREMENTS FOR STANDARDS LISTED IN ANNEX I
- PART B. SPECIFIC REQUIREMENTS FOR THE REVISION OF HARMONISED STANDARDS LISTED IN TABLE 1 OF ANNEX I
- PART C. SPECIFIC REQUIREMENTS FOR THE REVISION OF HARMONISED STANDARDS LISTED IN TABLE 2 OF ANNEX I

#### 2) Sub-objectives: Pre-normative alignment activities in the chair advisory group, as necessary input for the standardisation deliverables

CEN/TC 212 still has to consider if it wants to maintain separate parts for terminology or that these should be taken up in the parts for requirements.

CEN/TC 212 has realized that before starting the revision of these standards alignment between all WG's/standards series is needed for the following horizontal aspects:

- Maintain separate parts for terminology or that these should be taken up in the parts for requirements
- Biodegradability – WG 1 and WG 2
- Forbidden substances and mixtures for WG 1 to WG 4

- Avoidance of microplastics in fireworks – WG 1 and WG2
  - ESR2 aspect – design and manufactured it can be disposed of safely. WG 1 to WG 4.
  - Distinction between type and batch tests in EN 15947, EN 16261, EN 16256, EN 16263 to 5.
- To be agreed by the working groups (1,2,3 and 5) that this approach still needs to be followed.

CEN/TC 212 is creating an internal document for guidance that can be used by the Working Groups for development of their standards. This will indicate which aspects are to be followed by which Working Groups.

## II Objectives

The objectives of this project are:

Revision of the following standards:

- EN 16256-1:2012 Pyrotechnic articles - Theatrical pyrotechnic articles - Part 1: Terminology;
- EN 16256-2:2012 Pyrotechnic articles - Theatrical pyrotechnic articles - Part 2: Categories of theatrical pyrotechnic articles;
- EN 16256-3:2012 Pyrotechnic articles - Theatrical pyrotechnic articles - Part 3: Requirements for construction and performance;
- EN 16256-4:2012 Pyrotechnic articles - Theatrical pyrotechnic articles - Part 4: Minimum labelling requirements and instructions for use;
- EN 16256-5:2012 Pyrotechnic articles - Theatrical pyrotechnic articles - Part 5: Test methods

The revised standards shall contain technical specifications for the restrictions and requirements for detonative explosives set out in point 4 of Annex I to Directive 2013/29/EU.

A further step in greening and protection of EU citizens is taken by requesting to analyse and establish where plastics are not necessary in pyrotechnic articles. Plastic use is to remain only where it is necessary for the safety of the articles, and in other cases alternative biodegradable materials are to be proposed, so that the debris resulting from the use of pyrotechnic articles would not generate plastics and microplastics in the environment."

## III Execution

### III.1 General tasks of the 'Advertised positions'

The Project Leader for **EN 16256-1** will be responsible for the execution of the project which involves the following tasks:

- Integration of new terms, definitions and vocabulary relating to the design, construction, primary packaging and testing of theatrical pyrotechnic articles. If necessary updating the overview of essential safety requirements.

The Project Leader for **EN 16256-2** will be responsible for the execution of the project which involves the following tasks:

- Integration of new terms, definitions and vocabulary in general, associated with the standardization mandate. If necessary updating the overview of essential safety requirements and the list of theatrical pyrotechnic articles and their corresponding Categories, T1 or T2.

The Project Leader for **EN 16256-3** will be responsible for the execution of the project which involves the following tasks:

- Realization of the requirements concerning construction, performance and primary packaging of theatrical pyrotechnical articles

The Project Leader for **EN 16256-4** will be responsible for the execution of the project which involves the following tasks:

- Realization of the requirements concerning minimum labelling requirements, primary packaging and for the instructions for use of theatrical pyrotechnic articles.

The Project Leader for **EN 16256-5** will be responsible for the execution of the project which involves the following tasks:

- Realization of the requirements concerning test methods.

*A generic description of the role of project leader in the context of standardization is given on the CEN-CENELEC website:*

### [Project Leader \(cen.eu\)](#)

#### 1 ROLE/DEFINITION

WG member taking responsibility for the preparation of drafts for a specific WI for consideration by the WG.

This role shall be used where this task is not assumed by the WG Convenor.

#### 2 REPORTS TO

WG responsible for the specific WI.

#### 3 RESPONSIBILITIES

Has expert knowledge of the subject covered by the respective WI and of drafting rules

Prepares and proofs drafts for the specific WI taking into account WG discussions.

- Each reference draft for CEN Enquiry or CEN approval procedure shall be finally checked for compliance with the CEN requirements for the electronic transmission of drafts by the Professional Standardization Support prior to its submission to the TC Secretariat.

- The resolution of comments following the CEN Enquiry is the responsibility of the TC or WG.

Participates in the Editing Committee, if required.

#### 4 MODE OF WORKING

Works in close collaboration with the WG Convenor and the WG Secretary, if any.

NOTE: Creation of a project team supporting the project leader is not allowed.

*A generic description of the role of working group convenor in the context of standardization is given on the CEN-CENELEC website:*

### [Working Group Convenor \(cen.eu\)](#)

*Tasks of WG Convenors: The WG Convenors will be responsible for developing the draft standard, which in particular includes:*

- *Coordination and management of the technical part of the WG in cooperation with the responsible WG Secretariat, including the documentation and follow-up of the CEN/TC 212 decisions and their communication to CEN;*
- *Preparation of draft European Standards based on the technical input from and in cooperation with the WG of CEN/TC 212 to which the project is allocated to (the draft must be approved by the responsible WG(s) and CEN/TC 212 whereupon the formal CEN-procedure starts);*
- *Discussion of the draft standard within the responsible WG(s);*
- *Evaluation of technical comments given during meetings of responsible WGs, task group and/or CEN/TC 212 and during the enquiry stage of the draft.*

*Qualifications of WG Convenors:*

*Minimum requirements:*

- *Qualification: A level of education which corresponds to a relevant Master's degree.*
- *Professional experience: At least 8 years of proven experience in the field of pyrotechnic articles and relevant professional experience in the management of projects.*
- *Other skills: ability to work in English (minimum B2 level), comprehensive knowledge of the relevant guidelines, confident use of CEN-IT applications and comprehensive knowledge of the standardization process.*

*A generic description of the role of project leader in the context of standardization is given on the CEN-CENELEC website:*

## III.2 Timeframe

WI number 00212xxx (EN 16256-1:2012)

Pyrotechnic articles - Theatrical pyrotechnic articles - Part 1: Terminology

Delivery dates:

hEN t0+60 M

- Circulation 1st WD (20.60):

- Dispatch prEN enquiry draft to CEN (30.99) - Dispatch FprEN Final Draft to CEN (45.99): - Definitive EN text is available (stage 60.60):

2024-10-12 (t0+28M) 2025-04-12 (t0+33M)

2026-10-12 (t0+53M)

2027-05-13 (t0+60M)

WI number 00212xxx (EN 16256-2:2012)

Pyrotechnic articles - Theatrical pyrotechnic articles - Part 2: Categories of theatrical pyrotechnic articles

Delivery dates:

hEN t0+60 M

- Circulation 1st WD (20.60):

- Dispatch prEN enquiry draft to CEN (30.99) - Dispatch FprEN Final Draft to CEN (45.99): - Definitive EN text is available (stage 60.60):

2024-10-12 (t0+28M) 2025-04-12 (t0+33M)

2026-10-12 (t0+53M)

2027-05-13 (t0+60M)

WI number 00212xxx (EN 16256-3:2012)

Pyrotechnic articles - Theatrical pyrotechnic articles - Part 3: Requirements for construction and performance

Delivery dates:

hEN t0+60 M

- Circulation 1st WD (20.60):

- Dispatch prEN enquiry draft to CEN (30.99) - Dispatch FprEN Final Draft to CEN (45.99): - Definitive EN text is available (stage 60.60):

2024-10-12 (t0+28M) 2025-04-12 (t0+33M)

2026-10-12 (t0+53M)

2027-05-13 (t0+60M)

## IV Financial support

The European Commission and EFTA have decided to provide basic compensation for traveling and person-hours made by project leaders in charge of the elaboration of the standards related to CEN/TC 212/WG 3 works within the frame of M/583.

The financial support from the European Commission and EFTA is based on the SMP 'Single Market Programme Regulation' (including its Financing Decision) and the MGA (Multi or mono beneficiary(ies) Grant Agreement). Unless specified otherwise, costs of external subcontractors such as laboratories/project leaders are generally funded at 100%, with approx. 95% being borne by EC and 5% by EFTA. Costs have to qualify as eligible as defined in *Grant Agreement N°101112901* and also in compliance with [EC Financial Regulation](#), and be justified. The payment is usually divided into several instalments after completion of defined milestones and approval of the interim/final reports and the justification of costs. The subcontractors shall fulfil the conditions of the *Grant Agreement N° 101112901*, including those relating to liability, ownership of results, confidentiality, conflict of interests, publicity, evaluation, assignment, checks and audits.

The subcontractors' costs shall be justified with copies of the relevant invoices. All relevant evidence shall be kept in view of future payments (reports, work, drafts and deliverables, contracts & invoices, time sheets, tickets, boarding cards, hotel invoices, attendance lists with signatures, meeting agendas & reports, invoices for any consumables, purchase orders, etc...).

**Costs incurred before the Grant Agreement is signed (unless, exceptionally differently agreed with the EC) and before the selection procedure is finalized, will not be considered as eligible for EU financial support.**

## V Selection criteria

The applicants shall comply with the following requirements:

Qualifications of WG Convenors:

Minimum requirements:

- *Qualification: A level of education which corresponds to a relevant Master's degree.*
- *Professional experience: At least 8 years of proven experience in the field of pyrotechnic articles and relevant professional experience in the management of projects.*
- *Other skills: ability to work in English (minimum B2 level), comprehensive knowledge of the relevant guidelines, confident use of CEN-IT applications and comprehensive knowledge of the standardization process.*

Qualifications of WG Project leaders:

Minimum requirements:

- *Qualification: A level of education which corresponds to a relevant Master's degree.*
- *Professional experience: At least 6 years of proven experience in the field of pyrotechnic articles and relevant professional experience in the management of projects.*
- *Other skills: ability to work in English (minimum B2 level), comprehensive knowledge of the relevant guidelines, confident use of CEN-IT applications and comprehensive knowledge of the standardization process.*

## VI Award criteria

The selection of the most suitable candidate will be made on the basis of the following criteria:

a) Documented relevant professional/technical experience (maximum **[25 points]**):

- number of years performing relevant activity;
- (typical) annual activity / number of relevant activities;
- Industrial and academic background of the relevant personnel involved;

b) Documented relevant experience in writing standards and managing standardization projects: (maximum **[25 points]**):

- general project management and communication skills;
- experience with comparable projects on the development and validation of test methods / standardisation work / development of harmonized standards;
- years of experience in European and/or International standardization work;
- experience in the management of task groups (working groups).

c) Involvement / active participation in the work of CEN/TC 212/WG 3 (maximum **[10 points]**)

d) Know of all relevant standards for the positions of interest (maximum **[15 points]**)

e) Highly proficient in spoken and written English (At least C1 – preferably C2 according to The Common European Framework of Reference for Languages – CEF\*); (maximum **[15 points]**)

f) Price aspects (maximum **[10 points]**)

The candidate who will reach the highest score will be considered as the best value for money offer and hence should be the candidate selected to perform the expected activities (unless force majeure).

To note: Application for multiple positions require multiple evaluations for the relevant aspects.

From the applications received as a result of the Open Call for Tender, the selection of the project leaders will be done by a selection panel.

The selection and appointment of the project leaders will be conducted by a selection panel that may be composed of:

- representatives of CEN/TC 212 “Pyrotechnic articles”;
- a representative of CEN/TC 212/WG 3 “Theatrical pyrotechnic articles, category T1 and T2”;
- a representative from CEN.

## VII Eligibility criteria

The following candidates will be excluded:

- Candidates who were the subject of a non-likely judgment of recourse for a professional infringement
- Candidates who are in an irregular tax situation or in an irregular special taxation situation
- Candidates who provide incomplete or erroneous information.
- Candidates who submit their application after the submission deadline.
- Candidates with any conflict of interest.

## VIII Tenders

Tenders shall be sent to Mr. Lübbert ([sebastian.luebbert@din.de](mailto:sebastian.luebbert@din.de)) and in CC Mrs. Heil ([julia.heil@din.de](mailto:julia.heil@din.de)), as soon as possible, to be received at the latest by **2024/02/09**. The tender shall be in English and contain:

- Curriculum Vitae of each relevant person participating in the project, demonstrating the necessary expertise for the ‘Advertised position’;
- Any required accreditation certificates;
- A schedule and a description of the execution of the tasks which will be carried out in the project as such;
- A table in the format given in Annex A with detailed information on the costs;
- Declaration of availability of sufficient time to execute the work for the relevant position(s) (for companies and individual experts).
- Any further documents to prove the qualification required in the above Clauses on Selection and Award criteria;
- A signed declaration, by which the candidate(s) certifies not to be subject to one of the exclusion criteria as described in Clause “Eligibility criteria” and the veracity of the adjoining documents.

Please note that, to ensure equal treatment of all tenders, it is not possible to modify offers after their submission in relation to the technical and financial proposals. Therefore, incompleteness in this section can only result in negative impact for the evaluation of award criteria. Please note also that proposals deviating from the technical specifications may be rejected for non-conformity.

Candidates may apply for more than one role. In case of multiple applications candidates shall state their priorities.

Tenders should be sent by legal representative, i.e. to be considered, any possible association has to be formalized according to the local legislation before submitting the tender. Working teams, partnerships and other groups of people, particularly under the aegis of an institute qualify as contractors for the service contracts awarded in the course of this CfT (Call for Tender). Partnerships or joint ventures and other legally binding co-operations regardless of their organizational form qualify as well, provided they are recognized entities under the applicable national laws. Potential candidates may come from the public sector as well as from the private industry. It is essential however that the qualifications and experience of the individual fulfilling the tasks are properly described.

It is possible to apply for a work package as a consortium. If a consortium is formed, one institute needs to be identified as the leader of the consortium and the division of labour between the consortium members should be clearly described and justified. In this case, only the leader of the

consortium would sign the contract with the contractor and ensure that all tasks are fulfilled and is responsible for the justifications and expenses of the consortium members. It is essential however that all members of the consortium are properly identified within the offer.

Regarding question concerning the information provided in this call for tender or in case of need for clarification or additional information please contact Mr. Lübbert ([sebastian.luebbert@din.de](mailto:sebastian.luebbert@din.de)) and in CC Mrs. Heil ([julia.heil@din.de](mailto:julia.heil@din.de)).

If due to queries or other reasons supplementary information to this call for tender is required, this will be published on the website of Deutsche Institut für Normung e.V. ([DIN](#)).

Please send your application to

*Sebastian Lübbert  
DIN e. V.  
Am DIN-Platz  
Burggrafenstraße 6  
10787 Berlin  
Germany*

## Annex A – Application to a call for tender

*Important: If you apply for several positions of Project Leaders you have to fill a form for each application*

### A- Contact details of the Project Leader

Name: Position: Phone: Email address: Personal website (if any):
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### B- Information about the organisation/s the Project Leader is working

Name: Website: Contact person: Phone: Email address:
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**C- Curriculum Vitae (maximum 4 A4 pages)** - can also be enclosed separately

**D- Please specify the position you are applying for:**

CEN/TC 212/WG 3 Project Leader of 5 projects

**E- Please describe and provide evidence of the required skills and expertise for the role you are applying for** (half a page maximum including your proposed approach)

YES	NO	Expertise and skills	Short description of the evidence of the required expertise and skills for the role you are applying for
		<b>PROFILE</b>	
		<b>Qualification</b>	
		A level of education which corresponds to a relevant Master's degree.	
		<b>Professional experience</b>	
		At least 6 years of practical experience in the topic to be standardized	
		Expertise knowledge (Pyrotechnic articles – Category)	
		Industrial and academic background of the relevant personnel involved	
YES	NO	Expertise and skills	Short description of the evidence of the required expertise and skills for the role you are applying for
		<b>Management of Standardisation projects</b>	
		General project management and communication skills	
		Experience with comparable projects on the development and validation of test methods/Standardisation work/development of	



	harmonized standards	
	Years of experience in European and/or International Standardisation work	
	Experience in the management of task groups (working groups)	
	Involvement/Active participation in the work of CEN/TC 212/WG 3	
	Know of all relevant standards for the positions of interest	
	<b>Other skills</b>	
	Highly proficient in spoken and written in English (At least C1 - including knowledge of vocabulary related to Standardisation work),	
	Confident use of CEN-IT applications	
	Comprehensive knowledge of the Standardisation process.	

**F- Information on the costs of the experts: table as per Annex C**

There are 2 ways to write your proposals:

Option 1 → indicate only a daily rate (including fee for work + travel budget) + a number of man/days

Option 2 → indicate a daily rate for work + a number of man/days + an amount for travel budget

**G- Description of the offer (answer to the call for tender)**

I certify that all documents provided are veracious and in conformity with reality and certify not to be in any situation described below:

- a) subject of a non-likely judgment of recourse for a professional infringement
- b) to be in an irregular tax situation or in an irregular special taxation situation
- c) to provide with incomplete or erroneous information

I also certify that I had no conflict of interest by submitting the present offer.

Signed:

On behalf of: (print name here)

Date:

## Annex B

The following table shall be used in the tender to give detailed information on the costs regarding the work of 'Advertised positions'.

Applicants are asked to propose an all-inclusive daily rate which would include travel costs.

Organisation / Staff level	Daily rate	Number of man-days	<b>Total</b>	Travel budget	Others (Supplies, Consumables)	<b>Total cost</b>
Position 1				included	included	
Position 2				included	included	
Position 3				included	included	
Position 4				included	included	
Position 5				included	included	

## Annex C

Requirements are consisting of:

- general requirements;
- specific requirements per Working Group (optional);
- specific requirements for a position

<b>POSITIONS</b>
<input type="checkbox"/> <b>1)</b> <i>Project leader under CEN/TC 212/WG 3</i>  <i>Regarding project Item:</i> <i>EN 16256-1:2012</i>  <i>Pyrotechnic articles - Theatrical pyrotechnic articles - Part 1: Terminology</i>  <i>Detailed description of tasks see III.1</i>  Estimated number of trips: 15
<input type="checkbox"/> <b>2)</b> <i>Project leader under CEN/TC 212/WG 3</i>  <i>Regarding project Item:</i> <i>EN 16256-2:2012</i>  <i>Pyrotechnic articles - Theatrical pyrotechnic articles - Part 2: Categories of theatrical pyrotechnic articles</i>  <i>Detailed description of tasks see III.1</i>  Estimated number of trips: 15
<input type="checkbox"/> <b>3)</b> <i>Project leader under CEN/TC 212/WG 3</i>  <i>Regarding project Item:</i> <i>EN 16256-3:2012</i>  <i>Pyrotechnic articles - Theatrical pyrotechnic articles - Part 3: Requirements for construction and performance</i>  <i>Detailed description of tasks see III.1</i>  Estimated number of trips: 15
<input type="checkbox"/> <b>4)</b> <i>Project leader under CEN/TC 212/WG 3</i>  <i>Regarding project Item:</i> <i>EN 16256-4:2012 Pyrotechnic articles - Theatrical pyrotechnic articles - Part 4: Minimum labelling requirements and instructions for use</i>  <i>Detailed description of tasks see III.1</i>  Estimated number of trips: 15
<input type="checkbox"/> <b>5)</b> <i>Project leader under CEN/TC 212/WG 3</i>  <i>Regarding project Item:</i> <i>EN 16256-5:2012</i>

*Pyrotechnic articles - Theatrical pyrotechnic articles - Part 5: Test methods*

*Detailed description of tasks see III.1*

Estimated number of trips: 15