

**MAINTAINING OPERATIONAL
STATUS OF SLOVENIAN ARMED
FORCES
COUGAR AS-532AL**

Services Contract

SCOPE OF WORK



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1 SCOPE OF THE WORK

1.1 BACKGROUND

1. The Slovenian Armed Forces (SAF) has in its inventory four (4) Cougar AS-532 AL. Slovenian MOD requires Services contract to maintain operational status of Slovenian Armed Forces Cougar AS-532 AL fleet.
2. These helicopters operate under military regulations and are registered in Slovenian Aircraft Military Register. Helicopters are maintained i.a.w. Slovenian Military Airworthiness Authority (SMAA) regulations and SAF Maintenance Program.
3. SMAA is airworthiness authority for SAF aircrafts that are registered in Slovenian Military Register. SMAA follows rules directed by the Original Equipment Manufacturer (OEM), Type Certificate (TC) Holder and civilian agencies European Union Aviation Safety Agency (EASA) and Federal Aviation Administration (FAA) for maintenance and airworthiness directives.
4. This document describes airworthiness, quality, logistic and technical requirements that the Contractor shall fulfil in this Framework Agreement.
5. For this SOW the "Contractor" is an organization that is performing majority of maintenance activities on SAF AS-532 helicopter, including engines that are installed on helicopter.
6. For this SOW the "SubContractor" is an organization that is contracted by the Contractor to perform a part of maintenance activities on SAF AS-532 helicopter, including engines that are installed on helicopter and have appropriate maintenance organization approval issued by EASA or FAA.

2 AIRWORTHINES REQUIREMENTS

7. Maintenance shall be performed exclusively by the organisations that hold Maintenance Organisation Approval Certificate (hereinafter: Approval Certificate) for maintenance of Cougar AS-532AL (Cougar 532 series) helicopter issued by SMAA. The Approval Certificate will not be required if the service provider is a Type Certificate Holder for the AS-532AL helicopter.
8. Where a maintenance organisation is an OEM or holds TC, it shall submit the Approval Certificate for maintenance issued by its respective national CAA or MAA for the military equipment.
9. Where a maintenance organisation is not an OEM or does not hold a Type certificate, it shall obtain the Approval Certificate issued by SMAA.
10. In case that maintenance organisation does not hold the valid Approval Certificate, the Bid shall include all documentation required by SMAA for issue of the Approval Certificate.
11. For issue of the Approval Certificate, SLO MAA requires the following:
 - Certificate issued by the national CAA or MAA proving that the maintenance organisation is an approved maintenance organisation for requested work.
 - Approval issued by a TC Holder for the aircraft, engine or equipment that the maintenance organisation is an authorized service centre – where such a approval is issued for the subject of maintenance in question.
 - Certificate proving that the maintenance organisation has ISO 9100 quality assurance system in place.
12. Prior to issuing the Approval Certificate, SMAA may carry out on site audit of the maintenance organisation. The Bidder or the maintenance organisation shall provide access to the maintenance facilities and any documentation SMAA will require. SMAA will submit a request for an audit at least seven (7) days before start of the audit.
13. The selected Bidder shall notify the Contracting Authority of any changes in the Approvals and Certificates mentioned under this Chapter not later than three days after the Bidder was informed of the change.
14. In the event of any changes in the Approvals and Certificates mentioned in this

paragraph, the selected Bidder shall notify the Contracting Authority thereof not later than three days after the Bidder was informed of the change.

15. The Contractor shall be responsible for tracking aircraft or component configuration and status to include incorporation/accomplishment of all technical directives, modifications and inspections. Technical Directives (TDs) consist of SMAA and OEM commercial maintenance inspections and modifications to include changes, interim changes, modifications, special instructions for safety of flight, grounding of aircraft, Airworthiness Directives (AD's), Contractor generated directives, OEM SBs, service instructions, letters, and/or notices.
16. All inspected, repaired, overhauled or replaced items shall be returned with EASA Form 1 or FAA 8130-3 or Certificate of Conformity (CoC) or other certificate as required by the Contracting Authority (CoC used for military goods in aviation).
17. Unless otherwise stated work under this Agreement shall comply with the provisions of Commission Regulation (EU) No. 1321/2014 dated 26 November 2014 on the continuing airworthiness of aircraft and aeronautical products, parts and appliances, and on the approval of organisations and personnel involved in these tasks (Recast; published in Official Journal of the European Union, L No. 362 dated 17 December 2014 - hereinafter: Regulation) with amendments thereto (hereinafter: Regulation). During the term of the Agreement, the Contractor shall comply with the provisions of the Regulation and hold all valid permits prescribed by the Regulation.
18. The Contractor shall ensure that any subcontractor, or any maintenance organisation providing the services under this contract on behalf of the Contractor shall hold the same level of airworthiness requirements as main Contractor.
19. In case of occurrences related to technical conditions, maintenance and repair the Contractor shall ensure occurrence reporting in accordance with Operational Technical Directive OTZ 001-24 The Reporting of Technical Occurrences, Accidents and Incidents Involving Military Aircraft.
20. The Contractor undertakes to immediately report any extraordinary event (incident or accident) related to the SAF registered aircraft in accordance with Operational Technical Directive OTZ 001-24 The Reporting of Technical

Occurrences, Accidents and Incidents Involving Military Aircraft.

3 QUALITY REQUIREMENTS

21. The Contractor shall be responsible for performing Quality Control (QC) for the work performed under this contract.
22. The Contracting Authority may supervise the work of the Contractor, or the service provider performing the services subject hereto on behalf thereof, and may conduct quality control in all stages of the implementation of an order. For this purpose, the Contractor shall facilitate the Contracting Authority's entry into and access to the required facilities, and ensure that supervision may be conducted.
23. The Contractor shall ensure that the Contracting Authority or SMAA team has suitable working office within facility where supervision or audit will take place with internet connection and outside telephone line.
24. Maintenance, repair or overhaul shall be performed in accordance with the applicable aeronautical standards, manufacturer's technical documentation, and the Contracting Authority's requirements. The same shall apply to services, goods, tools and technical documentation.
25. The Contractor, or the maintenance organisation performing the service, undertakes that the OEM's spare parts shall be installed and the OEM's norms shall be applied. Where an OEM spare part is no longer available on the market, the service provider can install an appropriate equivalent material upon prior written authorization from the Contracting Authority.
26. The Contractor shall ensure that all interventions shall be carried out by duly qualified and authorized persons.
27. Any intervention carried out on an aircraft and its equipment shall be recorded in the technical documentation of the aircraft/engine/equipment by the authorized service provider in accordance with applicable aeronautical standards and the instructions given by the Contracting Authority. Entries in the technical documentation shall be written in English by inerasable ink.

3.1 COMPONENT AND TOOLS INSPECTIONS AND TEST

28. The Contractor shall perform incoming inspection of the component/tool in order

to analyse component/tool status and identify discrepancies. The incoming inspection report shall be sent to SAF and shall include, but it is not limited to:

- Component/tool information (part number, serial number, component hours, etc.)
- Technical documentation reference
- Results of the incoming inspection
- Identification of the additional work (ROS procedure shall apply)

29. If component/tool requires bench test or any other test to be performed after repair or overhaul, the Contractor shall send test report to SAF at least 7 days before the component is shipped back to SAF.

3.2 AIRCRAFT INSPECTIONS AND TEST

30. Joint Inventory Assessment will be performed by SAF together with the Contractor at Contractor's facility at the time of helicopter hand-over. The Contractor shall provide helicopter inventory list signed by authorized personnel.
31. If the Contractor will request helicopter test flight prior to helicopter hand-over, the test shall be done together with SAF pilot acting as pilot in command and Contractor's flight and technical personnel.
32. SAF can, with prior announcement of five (5) working days, conduct government inspection of the helicopter during overhaul at Contractor's facilities. The Contractor shall support these inspections with its technical personnel, and provide all necessary data related to the maintenance progress. The Contractor shall grant SAF team access to the facility where the overhaul of the helicopter is taking place.
33. Helicopter acceptance inspection will be done in conjunction with SAF and SMAA team. The Contractor shall support acceptance inspection with following personnel, but not limited to: pilot, maintenance engineer and program manager.
34. Ground and flight tests shall be done with Contractor's pilots. Acceptance ground and flight test shall be done with the Contractor's pilot acting as pilot in command, SAF pilot as co-pilot and SAF flight engineer on the third crew member jump seat. Prior the flight test take place the pilot's license must be sent to SMAA for validation. The SAF MAA issues the validation certificate or permit to flight.

35. On order to renew airworthiness of the helicopter the Contractor shall perform avionics test, ground test and flight tests according to SAF customized procedures. The Contractor can use internal tests procedures that deviates from SAF requested tests, but they still shall complete in full SAF test procedures.
36. After ground and flight tests are performed by the Contractor and prior to acceptance inspection, the Contractor shall allow Slovenian Aircraft Accident and Incident Investigation Board (AAIIB) representative to perform data transfer and test of MADRAS CVFDR system. The Contractor shall assist AAIIB representative with required ground support equipment, avionics test equipment and technical personnel (maintenance technician, avionics specialist).

4 TRANSPORTATION, PACKAGING AND STORAGE

37. Transportation of the components, other goods and technical documentation to and from the Contractor's facility will be responsibility of the Contractor as specified in the **Framework Agreement, Article 4**.
38. Transportation of the helicopter to and from the Contractor's facility will be responsibility of the SAF.
39. As an option, if the helicopter is not in flying condition, the Contractor shall be responsible for organizing ground transportation from SAF Base (Cerklje ob Krki) to the Contractor's facility. SAF will prepare helicopter for ground transportation in accordance with the Contractor's guide lines.
40. Packaging shall be in accordance with OEM packaging requirements or guidelines. If OEM did not define packaging requirements than the material and components shall be packed in order to ensure full protection against mechanical, chemical and other damage during the transport
41. Helicopter and component storage shall be done in accordance with OEM documentation.
42. Packaging shall ensure that goods are protected from mechanical, chemical and other damage during transport. Individual sets of goods must be packaged uniformly, (all components and the corresponding documentation per set). The Contracting Authority shall be entitled to refuse to accept goods due to unsuitable packaging.

5 TECHNICAL REQUIREMENTS

43. Helicopter and its components shall be serviced, maintained, repaired and overhauled in compliance with:
- the TC holder/OEM maintenance system, including the TC holder/OEM technical documentation;
 - the instructions on service, maintenance, repair and overhaul issued by the respective manufacturers of other components;
 - valid Aircraft Maintenance Programme as approved by SMAA;
 - scheduled aircraft maintenance checks and acquisition of required spare parts;
 - TC holder/OEM technical directives (Service Bulletin) and airworthiness directives issued by the competent aviation authorities (EASA and SMAA).
44. Helicopter inspections shall be performed in accordance with the customized SAF work cards that are based on the Airbus Helicopter AS-532 AL Maintenance Program.
45. Annual Avionics Check, Helicopter Weighing, Ground Run and Test Flight shall be performed in accordance with customized SAF work cards.
46. Unless otherwise specified helicopter or components shall be returned to SAF in the same configuration as received, with the same type components, accessories, and special equipment installed except as maintained, repaired, removed, or added by the requirements of each case.
47. All parts or components that needs to be replaced shall be NEW with zero (0) hours. If part or component has calendar limit, minimum three quarters (3/4) of the total calendar limit has to be available upon installation on the helicopter or component. However, the Contractor might quote for used parts in case of none availability of new parts. Replacement of the parts or components shall be done only after Contracting Authority approval.
48. The Contractor shall be responsible for all the spares, materials, and petroleum oil & lubricants required for the inspections, repair or overhaul as indicated in the relevant technical documentation.
49. The Contractor shall furnish and maintain all tools and equipment. Tools and test

equipment shall be calibrated i.a.w. applicable OEM procedures. Further, configuration of test equipment shall be performed i.a.w. the latest OEM technical documentation and shall be consistent with the configuration of the item being tested. Evidence of certification shall be made available to SAF and SMAA upon request.

50. Any additional work identified after helicopter, engine or component hand-over to the Contractor and not covered by RFQ shall be treated as over and above work via ROS procedure (see **Framework Agreement Article 6**).
51. The ROS procedure identifies all findings, parts, man hours, influence of TAT and costs related to an identified finding. The Contractor is responsible to fill out ROS document with all relevant data. Contracting Authority has the right to reject ROS in case relevant data is missing in the document.
52. Over and above quotation via ROS shall include (as a minimum) ROS number, discrepancy description, reference to technical documentation, cost breakdown of the spares required and labour. Furthermore, any impact on the overall TAT shall be indicated. In a case of high price material or extensive labour costs the Contractor shall provide together with ROS also pictures of the discrepancy.
53. No work on the specific equipment shall be done until ROS is approved by SAF.
54. Lubricants, fluids and liquids to be filled up in particular helicopters shall be in accordance with SAF standards. If SAF standard is not specified the Contractor shall use OEM approved lubricants, fluids and liquids.

5.1 REPLACEMENT OF TIME LIMIT PARTS

55. During maintenance or repair process the Contractor shall perform the analysis of the installed OTL, SLL, LL parts in order to ensure that these items have a minimum remaining life of at least 1 year or 250 hours of its remaining life cycle after delivery to the SAF. If Contractor determines that item has remaining time less than requested life cycle and it is not requested for replacement in the SAF RFQ, then Contractor shall report this to SAF.
56. During overhaul process the Contractor shall perform the analysis of the installed OTL, SLL, LL parts in order to ensure that these items have a minimum remaining life of at least TBO (Time Between Overhaul) interval after delivery to

the SAF. If Contractor determines that item has remaining time less than one TBO and it is not requested for replacement in the SAF RFQ, then Contractor shall report this to SAF.

57. Replacement of time limited parts that are not defined as standard replacement parts in the scope of requested work shall be treated as over and above work via ROS procedure.

5.2 SERVICE BULLETIN APPLICATION

58. The Contractor shall perform requested SB as part of the maintenance, repair or overhaul.
59. OEM applicable mandatory or alert SB and SMAA technical directives shall be performed during helicopter or component maintenance, repair or overhaul. Non-Mandatory OEM SBs shall be implemented as required/requested by SAF.
60. The Contractor shall provide the material required to implement the approved SBs.
61. SBs that are not in the initial RFQ shall be treated as over and above work via ROS procedure.

APPENDIX I – COUGAR AS-532 AL REQUIREMENTS

Airworthiness and Quality System

- 62. The Contractor shall hold a valid EASA PART-145 approval for AS-332 base maintenance.
- 63. The Contractor or SubContractor shall hold a valid EASA PART-145 approval for Makila 1A1 maintenance.
- 64. The Contractor shall hold an OEM valid authorized repair center approval for AS-532 helicopters base maintenance.
- 65. The Contractor or SubContractor shall hold an OEM valid authorized repair center approval for Makila 1A1 base maintenance.
- 66. The Contractor or SubContractor shall hold an OEM valid authorized overhaul center approval for components overhaul.

Technical Requirements

- 67. The Helicopter airframe inspection shall be performed in accordance with the customized SAF work cards that are based on the Airbus Helicopter AS-532 AL Maintenance Program.
- 68. Annual Avionics Check, Helicopter Weighing, Ground Run and Test Flight shall be performed in accordance with customized SAF work cards.
- 69. Engine inspection shall be performed in accordance with the customized SAF work cards that are based on the Turbomeca Makila 1A1 Maintenance Program.

LIST OF ABBREVIATIONS

AAIIB	Aircraft Accident and Incident Investigation Board
AMM	Aircraft Maintenance Manual
AD	Airworthiness Directive
CAA	Civil Aviation Authority
CoC	Certificate of Conformity
CVFDR	Cockpit Voice Flight Data Recorder
CVR	Cockpit Voice Recorder
EASA	European Union Aviation Safety Agency
EMM	Engine Maintenance Manual
EU	European Union
FAA	Federal Aviation Administration
FDR	Flight Data Recorder
FH	Flight hours
LL	Life Limited
MOA	Maintenance Organisation Approval
OEM	Original Equipment Manufacturer
OTL	Operational Time Limited
OTZ	Operational Technical Directive
PMA	Parts Manufacturing Approval
QC	Quality Control
RFQ	Request for Quotation
ROS	Repair Order Sheet
SAF	Slovenian Armed Forces
SB	Service Bulletins
SLL	Service Life Limited
SMAA	Slovenian Military Aviation authority
SMOD	Slovenian Ministry of Defence
SOW	Scope of Work
STC	Supplemental Type Certificate
TAT	Turnaround Time
TBO	Time Between Overhaul
TC	Type Certificate
TD	Technical Directive