

Directions of reviewing and submitting Industrial Cooperation Requirements

工業合作需求檢討及提出作業要點

I. Basis

一、依據

The "Regulations on operating Industrial Cooperation" of the Ministry of National Defense reviewed and approved by the Executive Yuan through the YUAN-TAI-FANG-TZU Letter No. 1100013559 dated May 13, 2021..

行政院 110 年 5 月 13 日院臺防字第 1100013559 號函核備國防部「工業合作作業規定」。

II. Purpose

二、目的

These Directions are established to provide a standard administrative procedure for the Armed Forces to handle the requirements (project items and summary of project contents) of industrial cooperation projects implemented to improve the domestic industrial technology and international marketing capacity, and upgrade and internationalize domestic industry and technology.

為提升國內工業技術與國際行銷能力，貫徹國內工業與科技水準暨國際化之目的，為辦理國軍應執行工業合作購案之工業合作需求（項目、執行內容概要）提供標準化之行政作業流程，特訂定本要點。

III. Applicability

三、適用門檻

These Directions shall apply to projects “with a budget of and over US\$30 million (or equivalent amount)” and “recommended for overseas procurement as per the assessment of manufacturing capacity of domestic industries” under the 5-Year Military Strength Construction Plan.

國軍軍事投資建案納入五年兵力整建計畫，其「預算需求達三千萬美金（含）以上（或同等金額）」且「國內產業承製能量評估結果屬建議外購項目」之案件。

IV. Methods

四、執行作法：

(1) Steps for the kickoff and requirement review of industrial cooperation

工業合作起始暨需求檢討步驟

A. Domestic manufacturing assessment stage

國內產製評估階段

After the approval of the 5-Year Military Strength Construction Plan (the “Plan”), the MND shall order the Procurement Project Responsible units to complete the domestic manufacturing capacity of projects with a total procurement amount of and over US\$30 million (or equivalent amount) within three months (before six months in the year Y-4) and propose the Domestic Manufacturing Capacity Assessment.

國軍五年兵力整建計畫核定後，由國防部令請「國軍建案單位」於3個月內（Y-4年當年度6月前），針對預估之採購總金額達三千萬美金（含）以上（或同等金額）之案件，先完成國內產業承製能量評估作業。

B. Holding kickoff meetings

召開啟始會議

(A) For projects determined for overseas procurement as per the assessment results stated in the Domestic Manufacturing Capacity Report, the Armaments Bureau shall hold a kickoff meeting with the Procurement Project Responsible units, General Staff Headquarters, MOEA, other project-related ministries and commissions, and National Chung-Shan Institute of Science & Technology. (Y-4 years in June of the current year).
經國內產業承製能量評估報告書之評估結果，決定循外購途逕獲得之案件，由國防部軍備局邀集國軍建案單位、國防部相關聯參單位、經濟部暨其他與個案有相關之部會及國家中山科學研究院召開工業合作啟始會議（Y-4年當年度6月）。

(B) The inventory control point table (as Annex 1) for industrial cooperation of respective armaments procurement projects shall be established at the

kickoff meeting. In the event that inventory control point revision for objective needs is required while implementing control according to the inventory control points in industrial cooperation, the Armaments Bureau shall hold a new kickoff meeting to approve the inventory control point revision before implementing controls according to the revised inventory control points.

啟始會議應訂定各該軍購案件之工業合作執行管制節點表（如附件一），工業合作執行管制節點表於後續執行時，如因客觀環境之變化有修正之必要時，軍備局應再次召開啟始會議經通過後，始得依修訂後之節點管制執行。

(2) Industrial Cooperation Requirement Review and Proposal

工業合作需求檢討及提出

A. Requirement Review and Compilation

需求檢討與彙整

(A) The procurement project responsible unit shall complete the industrial cooperation requirement compilation and send a letter to the Armaments Bureau, MDN, for handling within three months from the industrial cooperation kickoff meeting (before September of the year of Y-4).

國軍建案單位應於工業合作啟始會議後 3 個月內（Y-4 年當年度 9 月前），完成工業合作需求彙整並函送國防部軍備局辦理。

(B) The procurement project responsible unit shall provide guidance to the requiring unit in preparing and proposing the industrial cooperation requirement description list (as Annex 2); the procurement project responsible unit may require the Production Center, Armaments Bureau, MDN, or National Chung-Shan Institute of Science & Technology to assist in providing consultation and recommendations to the requiring unit.

國軍建案單位應指導需求單位撰寫及提出工業合作需求說明表（如附件二），國軍建案單位得視需要協請國防部軍備局生產製造中心或國家中山科學研究院提供需求單位諮詢建議。

(C) The “administrative instruction or consultation and recommendation” in the preceding subparagraph may be carried out through individual project instruction or explanation sessions or any other forms that other construction project units deem appropriate.

前款之『行政指導或諮詢建議』，得以個案指導或說明會或其他建案單位認為適當之一切形式進行。

(D) The requiring unit shall propose the industrial cooperation requirement description list before the notification or announcement deadline of the procurement project responsible unit; overdue proposals will not be accepted; however, when the requiring unit has any particular and justifiable reasons that will not materially affect the progress of the procurement project, it may enclose supportive data to request supplementing the general industrial cooperation requirement list with consent from the procurement project responsible unit.

各需求單位應依建案單位之通知或公告之截止日期前提出工業合作需求說明表，逾期提出者不予受理，但需求單位如有特殊之正當理由且不嚴重影響購案進度者，得在建案單位同意下，檢附佐證資料請求補列至工業合作需求彙整表內。

V. Since the commencement of the industrial cooperation, the Armaments Bureau, MDN, shall at least convene a progress control meeting at least every half year or from time to time subject to requirements. The procurement project responsible unit shall at least report the current execution status every half year (or from time to time subject to requirements), the cancelation of the control shall be subject to the completion of the industrial cooperation plan approval and closing report.

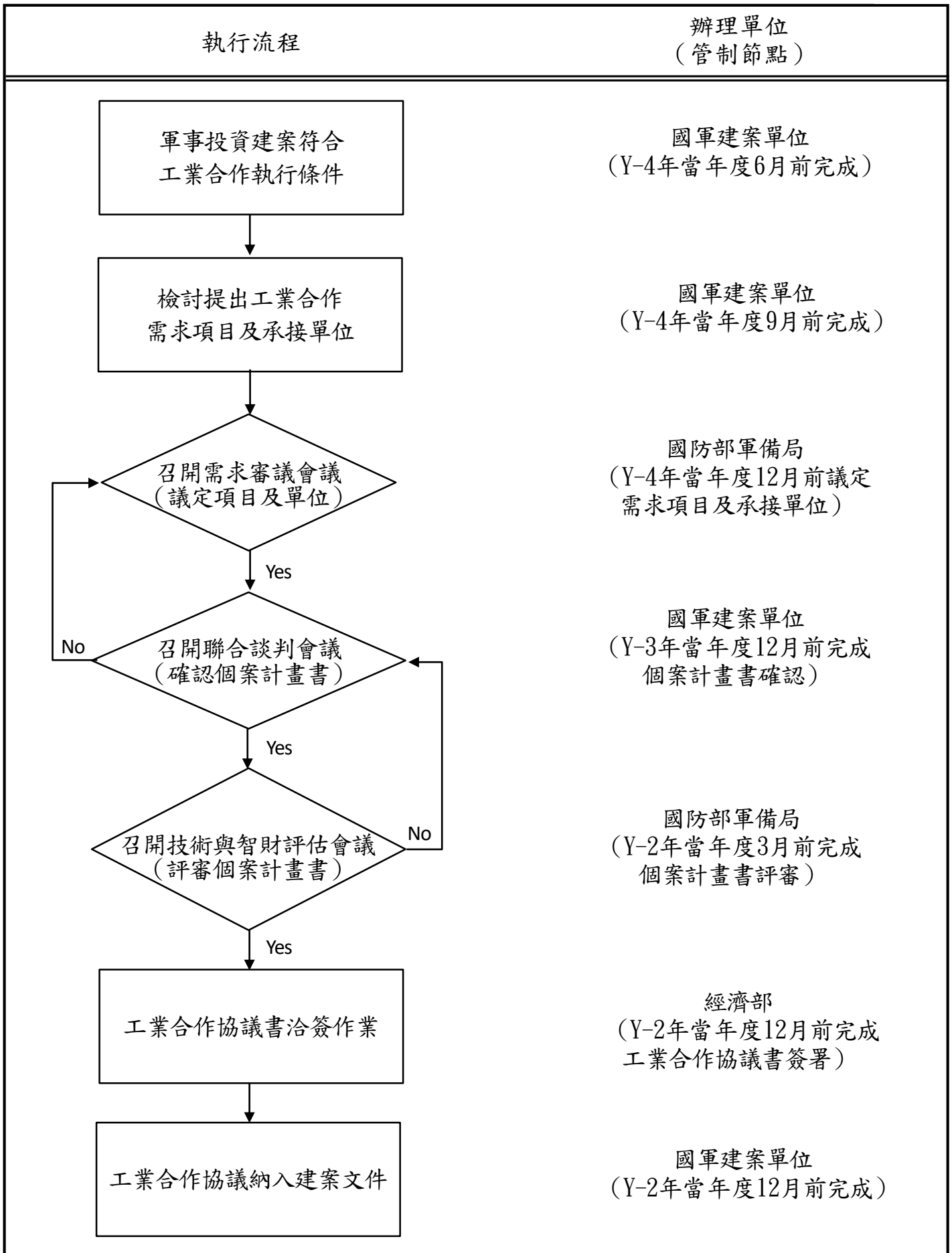
自工業合作啟始後，國防部軍備局應至少每半年或視需求不定期召開進度管制會議，國軍建案單位亦應至少每半年（或視需求不定期）彙報執行現況，直至完成工業合作計畫核定報結後始得解除管制。

VI. This directions should be announced and implemented after being approved by the Industrial Cooperation Policy Advisory Committee of the Ministry of Economic Affairs and National Defense, the same applies when revised.

本要點經經濟部國防部工業合作政策指導委員會核定後公布施行，修訂時亦同。

The Inventory Control point (Industrial Cooperation Plan, ICP) Table **【Annex I】**

Process	Competent authority (the inventory Control point)
<p style="text-align: center;">Budget of Procurement Project over US\$30 million</p>	<p style="text-align: center;">The procurement project responsible unit before June of the year Y-4)</p>
<p style="text-align: center;">↓</p> <p style="text-align: center;">Review the requirement of industrial cooperation items and Institutions preparing to undertake the project</p>	<p style="text-align: center;">The procurement project responsible unit (before September of the year Y-4)</p>
<p style="text-align: center;">↓ Yes</p>	
<p style="text-align: center;">The Armaments Bureau convenes a requirements examine meeting (items and intended handling unit)</p>	<p style="text-align: center;">The Armaments Bureau (before December of the year Y-4)</p>
<p style="text-align: center;">↓</p> <p style="text-align: center;">The procurement project responsible unit convenes a joint negotiate meeting (confirm ICP)</p>	<p style="text-align: center;">The procurement project responsible unit (Completed the confirmation of the Industrial Cooperation Plan(ICP) before December of the year Y-3)</p>
<p style="text-align: center;">Potential foreign suppliers submit ICP summary (ex: Annex ICP-2121)</p>	
<p style="text-align: center;">↓ Yes</p> <p style="text-align: center;">Ministry of National Defense and Ministry of Economic Affairs jointly convene review meeting of technic and intellectual property (and appraisal)(reviewing ICP Plan)</p>	<p style="text-align: center;">The Armaments Bureau (Complete reviewing the ICP before March of the year Y-2)</p>
<p style="text-align: center;">↓ Yes</p>	
<p style="text-align: center;">Signing ICP Agreement</p>	<p style="text-align: center;">Ministry of Economic Affairs (complete the ICP Agreement signing before December of the year of Y-2)</p>
<p style="text-align: center;">↓</p> <p style="text-align: center;">Incorporate the ICP Agreement into documents of the Procurement Project</p>	<p style="text-align: center;">The procurement project responsible unit (before December of the year of Y-2)</p>



國防部（專案名稱）工業合作需求說明表

Ministry National Defense (Purchase Case) ICP Requirements List

需求單位：

Requirement raised Entity：

資料時間：000 年 00 月 00 日

Date: dd/ mm/ yyyy

項次	需求項目名稱 Requirement Items	執行方式 Mode of Execution (技術移轉/國際認證/ 國內採購/國際行銷)	需求內容概述 Requirements Description	潛在 承接單位 Potential Recipients (軍方承接/ 民間承接)	預期 效益 (審議用)	潛在 商源 (審議用)

Direction：

1. Required Items：

Required Items shall comply with the defense technology research and development, production & manufacturing, maintenance technology and other logistical planning of the procurement project. (Ex. Maintaining capacity of _____ system, producing & manufacturing capacity of _____ system, capacity of key technologies etc.)

2. Categories of Execution：

- (1) Technology transfer：Improving or cultivating capacity of the national defense industry through transferring capacity shortage of technologies.
- (2) International certification：only required quality or production & manufacturing certified if there is mature technology and capacity of products.
- (3) Local procurement：to procure products or services that is mature in domestic comply with aforementioned certification.
- (4) International marketing assistance：to promote products or services that is mature in domestic comply with aforementioned certification.

3. Requirements description：please explain in details what are the requirements and description of the requirements.

4. Potential recipients：the procurement project responsible unit shall evaluate potential recipients according to human resources, raw material, equipment, technologies, facilities and examine. In addition, the procurement project responsible unit shall specify preference (by military or by private manufacturers).

5. Expected benefit：please evaluate and describe expected benefits or derived benefits by qualifying or quantifying in details.

6. Potential supplier：the potential supplier that is going to sign up the procurement project.

Notice：

1. To avoid double investment, the ICP requirements shall not be consistent with the content of the procurement project.
2. “Expected benefit” and “Potential supplier” is only use for examining and evaluating by authority, can be written in Chinese, and shall not reveal to potential supplier.

3. During the examine period, the List can written in Chinese only; after requirements examine meetings, the required items shall be written in both Chinese and English so that potential suppliers can use to evaluate.
4. ANNEX I (and subsequent amendment) shall subject to the approval of requirements examine meetings

欄位說明：

1. 需求項目名稱：研提需求須依購案主標的相關研發、產製及維修等後勤能籌規劃，如○○系統廠級維修能量、○○系統產製能量、○○關鍵技術能量等。
2. 執行方式：
 - (1) 技術移轉：藉引進技術能量缺口，提升或建立國防自主能量。
 - (2) 國際認證：已具成熟技術能量產品，僅需通過品質系統或製程認證。
 - (3) 國內採購：採購國內既有或經前(1)(2)項技轉認證之產品或服務。
 - (4) 國際行銷：推廣國內既有或經前(1)(2)項技轉認證之產品或服務。
3. 需求內容概述：詳細說明欲獲得之需求內容、透過方式、工作說明方式撰寫。
4. 潛在承接單位：由國軍建案單位以能籌六要素，如：人(力)員、測裝機儀具裝備、料件或初次備分件、技令工法、設施環境及檢驗量測等綜效評估，建議列屬軍方自建或國防產業相關廠商承接。
5. 預期效益：詳實評估並明確表達可量化或質化之預期效益或衍生效益說明。
6. 潛在商源：後續將與我方簽署建案標的之潛在商源。

應注意事項：

1. 為避免重複投資，工業合作需求不得與購案主標的、科研、委製或學合等案重複。
2. 前第5項「預期效益」及第6項「潛在商源」所填內容得僅以中文方式撰寫，並僅限於我方審議評估使用，不應揭露予潛在商源。
3. 需求檢討階段得僅以中文方式撰寫；續經需求審議會決議通過之項目，則需以中/英文方式撰寫，以利後續予潛在商源評估。
4. 本表各項內容均依工業合作需求審議會核定為準，修訂亦同。