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EBA/2022/23/CSU/SER/NP

Paris, on 21 December 2021

Ex-ante publicity for negotiated procurement procedure

EBA Premises Hybrid Working Feasibility Studies

Description of the contract:

The European Banking Authority (“EBA”) envisages awarding a direct service contract with a maximum duration of two years for the provision of consultancy services to support EBA to conduct feasibility studies in line with its medium-term strategy to allow efficient application and implementation of the “new ways” of hybrid working.

The maximum budget of the contract is EUR 60,000, exclusive of VAT.

The start of the direct contract is expected in February 2021, however, this is indicative only.

Services to be provided:

The EBA would like to procure services of a consultancy firm that can assist EBA with conducting feasibility studies of its premises. EBA occupies floors 24-27 in Tour Europlaza (address above).

Description of the negotiated procurement procedure:

In the negotiated procurement procedure, interested economic operators may request to participate. EBA sends the procurement documents to selected economic operators, inviting them to submit a tender. Only those candidates selected and invited by EBA are allowed to submit a tender. EBA has the right to select candidates of its choice and invite these candidates to participate. If you are interested in participating in this negotiated procurement procedure, **please send an email to tenders@eba.europa.eu before 18.00 pm on 28 January 2022.**

Please include in your email:

- your name or that of a contact person in your organisation;
- the name of your organisation;
- postal address;
- description of your business; and
- the reference number EBA/2022/23/CSU/SER/NP.

Interested companies should have sufficient **financial capacity** to perform the contract, demonstrated by annual turnover for the last two years (2020 and 2021) of at least EUR 60 000. A statement of turnover and a balance sheet for the last 2 years will have to be provided at a later stage to the EBA, in order to verify the financial capacity of the tenderer proposed to be awarded the contract.

The **technical capacity** of interested companies must comply with the following: performance of at least three contracts similar in scope and value to that of this contract in the past two years (2020 and 2021). A short description of the two similar contracts should be provided at a later stage to the EBA, in order to verify the technical and professional capacity of the tenderer proposed to be awarded the contract. Interested companies must also have the capacity to deliver the services in English language (orally and in writing).

Selected companies who submit a tender will need to confirm in their tender they have the authorisation to perform the contract under national law and possess the financial capacity to perform the contract. In addition, they will need to confirm that they comply with applicable environmental, social and labour law obligations and the minimum requirements of the services required.

Further information on these criteria will be included in the procurement documents, which will be sent to the selected companies.

The information published on this page is indicative and does not constitute any obligation for the EBA to invite to tender any economic operator who expresses interest. Registering your interest to receive the procurement documents in a negotiated procurement procedure of this type does not convey any legal right or create a legitimate expectation on the part of any economic operator.

The indicative date for the dispatch of the procurement documents to the selected candidates is 1 February 2022.

Further information on the EBA can be found at <https://eba.europa.eu/about-us>.