

EX-ANTE NOTICE

The provision of sweets and refreshments to the European Institute of Innovation and Technology (EIT) in Budapest

1. Tender reference

09/2017/EITPROC

2. Procedure

Negotiated procedure without a contract notice (Article 137(1) RAP) of the Financial Regulation.

3. Contracting Authority

The European Union, represented by the European Institute of Innovation and Technology

4. Type of contract

Framework Contract

5. Contract description

The staff of EIT is continuously growing and consequently the number of meetings, trainings and conferences organised and planned at EIT headquarters has recently increased, as well. In order to ensure an efficient and appropriate support to such activities, support of such nature is indispensable.

The aim of this procurement procedure is to conclude a framework contract with a service provider (hereafter referred to as `tenderer`) in order to supply such products as water and beverages, tea and coffee, salty and sweet snacks, dairy products, sweeteners and meeting accessories to EIT headquarters in Budapest, Hungary.

The EIT has the necessary capacity to conduct and manage the service contract locally while respecting the principles of sound financial management.

The duration of the contract is maximum 4 years (1 year initial duration, automatically renewable 3 times).

6. Indicative budget

The maximum overall value for the 4-years period is EUR 19,300 excluding VAT (equivalent approximately to HUF 6,000,000).

7. Eligibility criteria

Participation in tendering procedures is open on equal terms to all natural and legal persons coming within the scope of the Treaties of the European Union¹, and to all natural and legal persons in a third country which has a special agreement with the European Union on the conditions laid down in that agreement².

¹ The Member States of the European Union

² Countries of the European Economic Area (Norway, Iceland and Liechtenstein), Former Yugoslav Republic of Macedonia, Albania and Montenegro

8. Submission of expression of interest

All interested economic operators satisfying the eligibility criteria indicated above are invited to submit an expression of interest indicating the tender reference number, their identity (legal entity name) and the contact person; their address and contact details, their areas of specialization and experience. The Expression of Interest shall be sent to the following email address: EIT-RPROCUREMENT@eit.europa.eu

9. Deadline for submission of expression of interest

08 June 2017 23:59

10. Additional information

Subcontracting is allowed. In such cases, the EIT may demand information on any part of the contract that the candidates may intend to subcontract to third parties and on the identity of any subcontractor. The EIT reserves the right to validate the proposed subcontractor(s).

Remarks:

No applications or requests for information should be sent at this stage.