

EX ANTE PUBLICITY – MIDDLE VALUE CONTRACT – MEETING ROOMS RENTAL AT HOTELS / MEETING CENTRES

1 Description of the contract

The IHI Programme Office seeks to launch a middle value procedure for the signature of framework contract in cascade with five economic operators.

1.1 Scope:

The above-mentioned middle-value service contract will be concluded for the rental of meeting rooms for the organisation of approximately 15 hybrid meetings or smaller events, in the next 24 months.

This ex-ante publicity is the first stage of a negotiated procurement procedure below €139,999 with a minimum of five candidates, through which the IHI JU may award the above-mentioned contract. The purpose of this notice is to support the IHI JU in the selection of the list of candidates to be invited to submit an offer for the contract. Please note that offers submitted in the subsequent negotiated procedure with a value above €139,999.00 will be rejected.

2 Participation in this call for tenders

Participation in this procurement procedure is open on equal terms to all natural and legal persons coming within the scope of the Treaties. It is also open to all natural and legal persons established in Overseas Countries and Territories (OCT) as listed in the Annex II of the TFEU and to all natural and legal persons established in Iceland, Norway, and Liechtenstein, as per the EEA Agreement.

All economic operators interested in providing the above services should send a declaration of interest by 28 November 2023, 17:00 Brussels time, by e-mail to:

e-mail address: procurement@ihi.europa.eu

Subject: Ex Ante Publicity – Middle Value Contract – Meeting Rooms Rental at Hotels / Meeting Centres.

Length of the declaration of interest: 300 word maximum.

Interested economic operators should demonstrate their ability to provide the relevant services. This information will be assessed to select suitable candidates. All interested economic operators will be informed of the decision of the IHI JU. The request for offers and related documents will be provided by e-mail only to the selected candidates.

