

Malta: Employee relocation services

Provision of Relocation Services for EUAA staff in Malta

Contract or concession notice – standard regime - Change

1 Buyer

1.1 Buyer

Official name: European Union Agency for Asylum

Legal type of the buyer: EU institution, body or agency

Activity of the contracting authority: General public services

2 Procedure

2.1 Procedure

Title: Provision of Relocation Services for EUAA staff in Malta

Description: The Contractor is to provide the EUAA staff members (in most cases newly recruited, or the ones being transferred from other locations) and their spouses/recognized partners and dependent children, if applicable, who are arriving to Malta, mostly from the European Union, but also a small number from non-European countries. In most cases, this will be their first time in Malta, and they are unlikely to possess local knowledge or cultural familiarity. As a result, they will require support with their relocation and integration into their new place of employment.

Procedure identifier: fda0a811-4fcb-49e2-a76b-4deac22db5e2

Internal identifier: EUAA/MLA/2025/OP/0020

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79613000 Employee relocation services

2.1.2 Place of performance

Country: Malta

Anywhere in the given country

Additional information: Please consult the procurement documents.

2.1.3 Value

Estimated value excluding VAT: 350 000 Euro

2.1.4 General information

Additional information: In case of unavailability or disruptions in the functioning of the electronic means of communication provided in Section 5.1.11 in the last 5 calendar days before the time limit for receipt indicated in Section 5.1.12, the contracting authority reserves the right to extend this time limit and publish the extension at the Internet address provided in Section 5.1.11, without a preceding publication of a corrigendum to this notice. Economic operators interested in this procurement are invited to subscribe to the call for tenders at the address in Section 5.1.11 in order to get notified when new information or documents are published.

Legal basis:

Regulation (EU, Euratom) 2024/2509

2.1.6 Grounds for exclusion

5 Lot

5.1 Lot technical ID: LOT-0001

Title: Provision of Relocation Services for EUAA staff in Malta

Description: The Contractor is to provide the EUAA staff members (in most cases newly recruited, or the ones being transferred from other locations) and their spouses/recognized partners and dependent children, if applicable, who are arriving to Malta, mostly from the European Union, but also a small number from non-European countries. In most cases, this will be their first time in Malta, and they are unlikely to possess local knowledge or cultural familiarity. As a result, they will require support with their relocation and integration into their new place of employment.

Internal identifier: EUAA/MLA/2025/OP/0020

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79613000 Employee relocation services

Additional classification (cpv): 98392000 Relocation services

Options:

Description of the options: provided they are in conformity with the basic project, new services or works consisting in the repetition of similar services or works, may be entrusted up to 50 % of the initial contract to the initial contractor by negotiated procedure without prior publication of a contract notice.

5.1.2 Place of performance

Country: Malta

Anywhere in the given country

Additional information: Please consult the procurement documents.

5.1.3 Estimated duration

Duration: 48 Month

5.1.4 Renewal

Maximum renewals: 3

Other information about renewals: The framework contract is concluded for an initial period of 12 (twelve) months, renewable 3 (three) time(s). Please consult the draft framework contract in the procurement documents.

5.1.5 Value

Estimated value excluding VAT: 350 000 Euro

5.1.6 General information

Reserved participation: Participation is not reserved.

Procurement Project fully or partially financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

5.1.9 Selection criteria

Sources of selection criteria: Procurement Document

5.1.10 Award criteria

Criterion:

Type: Quality

Description: Please consult the procurement documents.

Category of award threshold criterion: Weight (percentage, exact)

Award criterion number: 60

Criterion:

Type: Price

Description: Please consult the procurement documents.

Category of award threshold criterion: Weight (percentage, exact)

Award criterion number: 40

5.1.11 Procurement documents

Deadline for requesting additional information: 07/10/2025

Address of the procurement documents: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/fda0a811-4fcb-49e2-a76b-4deac22db5e2-CN?#anchorDocuments>

Ad hoc communication channel:

Name: Funding and Tenders Portal

URL: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/fda0a811-4fcb-49e2-a76b-4deac22db5e2-CN?#anchorDocuments>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://webgate.ec.europa.eu/digit/opsys/esubmission?cftUuid=fda0a811-4fcb-49e2-a76b-4deac22db5e2>

Languages in which tenders or requests to participate may be submitted: Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

Electronic catalogue: Not allowed

Deadline for receipt of tenders: 15/10/2025 12:00 +02:00

Deadline until which the tender must remain valid: 9 Month

Information about public opening:

Opening date: 16/10/2025 11:00 +02:00

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15 Techniques

Framework agreement:

Framework agreement, without reopening of competition

Maximum number of participants: 1

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review organisation: Court of Justice of the European Union

Organisation providing more information on the review procedures: European Union Agency for Asylum

8 Organisations

8.1 ORG-0001

Official name: European Union Agency for Asylum

Registration number: EUAA

Department: EUAA.ED - Executive Director,EUAA.ED.C5 - Administration Centre,EUAA.ED.C5.HRU - Human Resources Unit

Postal address: MTC Block A, Winemakers Wharf,, Grand Harbour

Town: Valletta

Postcode: MRS 1917

Country subdivision (NUTS): Malta (MT001)

Country: Malta

Email: contracts@euaa.europa.eu

Telephone: +356 22487500

Internet address: <http://euaa.europa.eu/>

Roles of this organisation:

Buyer

Organisation providing more information on the review procedures

8.1 ORG-0002

Official name: Court of Justice of the European Union

Registration number: CURIA

Postal address: Rue du Fort Niedergrünwald

Town: Luxembourg

Postcode: L-2925

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Email: GC.Registry@curia.europa.eu

Telephone: +352 4303-1

Internet address: <http://curia.europa.eu>

Roles of this organisation:

Review organisation

8.1 ORG-0003

Official name: European Commission

Registration number: EUCOM

Postal address: Mondrian (CDMA), Rue du Champ de Mars 21

Town: Brussels

Postcode: B-1050

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

Email: contracts@euaa.europa.eu

Telephone: +32 2 299 11 11

Internet address: <https://commission.europa.eu/>

Roles of this organisation:

TED eSender

10 Change

Version of the previous notice to be changed: 6f2bb88d-a211-4a9f-8d13-11fe602009e9-01

Main reason for change: Information updated

Description: Part 1 tender specifications and Part 2 technical specifications have been updated, and Annex A of the Part 2 added

Notice information

Notice identifier/version: 4a5fe06e-6ad0-4836-8228-c8d6aa8e2399 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice dispatch date: 01/10/2025 15:06 +02:00

Languages in which this notice is officially available: English