



Valletta Harbour, 27/01/2023

Ex-ante publicity

EUAA/2023/108 – Negotiated Procedure for the Provision of Serviced Working Stations for EUAA in Vilnius, Lithuania

I. Description of the services

The European Union Agency for Asylum (the EUAA) is planning to rent serviced working stations for EUAA in Vilnius, Lithuania.

More in detail, the requested services will include:

- Monthly fee for three (3) furnished working stations;
- Any possible utility and related cost, including internet/electricity/gas/water etc.;
- Cleaning costs;
- Security cost;
- HVAC, minor office fixing costs, and building and services related local taxes;
- Contract activation fee, access cards and keys;

II. Description of the contract

The EUAA envisages awarding a Direct Contract. The maximum estimated duration of the contract is for 20 months. The estimated total value for the whole contract duration is € 23,000.00.

III. Description of the procurement procedure

This ex-ante publicity is the first stage of the negotiated procurement procedure with at least 3 economic operators through which the EUAA may award the above-mentioned contract.¹

This ex-ante publicity has an indicative value and is in no way binding on the EUAA. The EUAA may decide not to launch the procurement procedure without candidates being entitled to claim any compensation.

Only candidates invited by the contracting authority to take part in the procedure concerned can submit a tender.

¹ This publication is made pursuant to point 3 of Annex 1 to [EU Financial Regulation](#) that provides for ex ante publication on the Institutions' websites of middle value contracts.





Economic operators interested in being invited to participate in this procedure may express their interest by writing to CONTRACTS@euaa.europa.eu **not later than 10/02/2023.**²

² The personal data collected in relation to this prior information notice shall be made available on request to the various services of the EUAA and will be processed in accordance with (EU) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. Any entity having expressed its interest shall have the right of access to his/her personal data and the right to rectify any such data that is inaccurate or incomplete. Should you have any queries concerning the processing of your personal data, they should be addressed to contracts@euaa.europa.eu.