



**SUBJECT: PROVISION OF TRANSPORTATION (SHUTTLE) SERVICES FOR EUAA, REF. NUMBER: EUAA/MLA/2024/OP/0008**

## **PRELIMINARY MARKET CONSULTATION NOTICE**

### **1. Purpose and description of the market consultation.**

The purpose of this **Preliminary Market Consultation (PMC)** is to conduct preliminary market research on the provision of transportation (shuttle) services that may be needed by European Union Agency for Asylum (EUAA) for commuting of staff in HQ in Malta and at the EU locations where EUAA conducts operations.

The market consultation is performed on the basis of a **survey questionnaire** and which will assist the EUAA in preparation of procurement documents for any future call(s) for tenders, such as determination of scope and requirements of the contracts as well as other requirements such as budget consideration and selection criteria.

**The survey questionnaire form is available for submission as described in this Section 4 of this PMC notice.**

Please note that your responses/contributions are confidential and will not be published. All written submissions will be dealt with due care, may be used for informing the decisions of the EUAA. Cost and price information provided to the EUAA by participants in the PMC will be held in strict confidence and will not be revealed or discussed with competitors.

If considered appropriate by the EUAA, the EUAA may contact economic operators known to it directly (including the ones responding to this PMC), in order to obtain relevant and sufficient information on the basis of this PMC notice and the submitted questionnaire.

The information on the tender procedure provided with this document is only preliminary and only for the purpose of this PMC. The issuance of this PMC does not constitute a commitment on the side of the EUAA to issue any call for tenders or award any related contract or pay any costs of economic operators incurred in preparation/submission of a response/participation to this consultation.

### **2. Description of needs**

The European Union Agency for Asylum (EUAA) was established as an independent and specialised body by Regulation (EU) 2021/2303 of the European Parliament and of the Council of 15 December 2021, on the European Union Agency for Asylum and repealing Regulation (EU) No 439/2010.





The EUAA provides support to Member States facing particular migration pressure and is currently active in the hotspots, together with other EU agencies and the European Commission. The EUAA is supporting asylum and reception authorities in Member States with 500 staff mostly based in the agency's headquarters (HQ) in Malta, as well as in offices outside HQ. More information about EUAA, its structure and activities can be found on <http://www.euaa.europa.eu>.

In this context, EUAA is seeking to procure transportation (shuttle) service for commuting of its staff in HQ in Malta and at the EU locations where EUAA conducts operations, i.e. the European Union countries (e.g. Greece (including islands), Italy (including Lampedusa and other islands), Spain (including islands), Cyprus, Lithuania, Netherlands, Romania, etc.)

The transportation (shuttle) services, **depending on the market**, as indicated in the paragraph above, may include the following (but are not limited to):

- **Transportation (shuttle) services (buses, mini-buses, cars, vans, etc) with established (daily) routes, with the driver;**
- **Ad-hoc transportation (shuttle) service (buses, mini-buses, cars, vans, etc.), with the driver;**
- **Vehicle rentals (e.g. a car), with and without the driver.**

### 3. Contract

In case a procedure would be launched for this purpose, it would be for the signature of (a) framework contract(s), with a **maximum duration 48 months**.

The budget ceiling is yet to be determined, nevertheless, at this stage the **indicative ceiling** of the framework contract is **7.600.000,00 EUR for the maximum duration**. However, the above information, including the indicated ceiling, are by no means binding or definite; they serve as an indication only.

In case a procurement procedure was to be launched, a contract notice would be published on the Official Journal of the European Union, links would be made available to the **Funding & Tenders Portal (F&T Portal)** with all the tender documents available for download (technical specifications, draft of the framework contract, relevant annexes and questions and answers list during publication). The tender documents also provide information about the e-Submission platform, where interested economic operators are able to register and submit the tender only electronically.

The following resources are relevant in such case:

**TED** (Tender electronic daily, supplement of the Official Journal of the EU):

<https://ted.europa.eu/TED/browse/browseByMap.do>

The information on procurement procedures is also published on **EUAA website**:

<https://www.euaa.europa.eu/procurement>



#### 4. Survey participation:

The **survey questionnaire is web based form** and is available for completion and submission at the EU Survey web link available in this preliminary market notice document, as follows: <https://ec.europa.eu/eusurvey/runner/Shuttle>. This preliminary market notice is also published at the EUAA website at <https://euaa.europa.eu/procurement> as well as Funding &Tenders Portal.

Moreover, please refer to Annexes 1 and 2 of this preliminary market notice where estimations of EUAA needs are indicated and you can indicate the estimated price of services therein and submit the documents to the EUAA via email: [contracts@euaa.europa.eu](mailto:contracts@euaa.europa.eu), with the subject line: EUAA/MLA/2024/OP/0008.

The **completed survey** with the replies shall be submitted through **the EU Survey platform** and **the Annexes 1 and 2** via email [contracts@euaa.europa.eu](mailto:contracts@euaa.europa.eu), no later than **14<sup>th</sup> October 2024, 11:00 p.m., CET**.

In case of technical problems with the submission, the form can be downloaded and sent by email to [contracts@euaa.europa.eu](mailto:contracts@euaa.europa.eu), by **14<sup>th</sup> October 2024, 11:00 p.m., CET**.

For any clarifications on the survey questionnaire, please do not hesitate to contact the EUAA by writing to [contracts@euaa.europa.eu](mailto:contracts@euaa.europa.eu).

In case of any change to this PMC notice and/or the connected survey questionnaire, a corrigendum will be published on the F&T portal and the EUAA website <https://euaa.europa.eu/procurement>, thus economic operators are advised to regularly check the portal and the website mentioned until the dates currently in force (regulated by Section 4 of this PMC notice). The economic operators who will have responded to this PMC by the time any corrigendum is published will also be informed.

Participation by economic operators in this PMC is done on a voluntary basis. Participation or non-participation does not affect in any way the right of an economic operator to participate in any related subsequent calls for tenders organised by the EUAA. Submitting a response to this PMC is not a guarantee in any way that an economic operator will be selected for any subsequent call for tenders or awarded the relevant contracts, nor does it preclude any economic operator from participating to future procurement opportunities.

#### 5. Data Protection:

Personal data collected in relation to this prior information notice shall be made available on request to the relevant services of the EUAA and will be processed in accordance to [Regulation \(EU\) 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.



Unless indicated otherwise, any personal data will be processed solely for purposes of preliminary market consultation as indicated in the present Note, with the European Union Agency for Asylum (EUAA) acting as the Data Controller. Details concerning the processing of personal data are available in the data protection notice at [https://euaa.europa.eu/sites/default/files/2023-01/Data\\_protection\\_notice\\_-\\_Preliminary\\_market\\_consultation.pdf](https://euaa.europa.eu/sites/default/files/2023-01/Data_protection_notice_-_Preliminary_market_consultation.pdf).

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, you can contact the data controller at [contracts@euaa.europa.eu](mailto:contracts@euaa.europa.eu) by explicitly specifying your request.

**Annexes:**

Annex 1: Transportation (shuttle) services in Malta

Annex 2: Transportation (shuttle) services to other locations than Malta

Annex 3: Data protection notice