



Malta, 02/03/2021

EASO/2021/845 – Negotiated Procedure for the Procurement of small scale works, repair and maintenance for EASO in Cyprus

EX ANTE PUBLICITY

I. Description of the services and works

The European Asylum Support Office (EASO) is planning to purchase handyman services, small scale works, repair and preventive maintenance services in several locations in Cyprus where EASO has operations. More in detail, the contractor would be requested to provide the following services and works (not exhaustive list):

Services:

1. General handyman services:
 - Locksmith duties, fitting of various door hardware, locks, door closers and the associated maintenance;
 - Assembling of furniture;
 - Inspect and repair minor damages to building surfaces, kitchen, housekeeping, and other mechanical equipment
 - Perform and/or ensure routine inspections, preventive maintenance, calibration, functional and operational testing of facility systems and equipment occurs;
2. Preventive maintenance, repair and replacement of parts of waterproof systems:
3. Preventive maintenance, repair and replacement of parts of electrical systems (low voltage and extra low voltage);
4. Preventive maintenance, repair and replacement of parts of the air-conditioning, heating and ventilation (HVAC) systems;
5. Preventive maintenance, repair and replacement of parts of plumbing systems:
6. Preventive maintenance, repair and replacement of parts of carpentry and joinery works:

Works:

- Minor making good of walls to include for filling of any chasing, holes in walls and removal of fixings in order to prepare the wall(s) to take plaster finish;
- Plastering and painting of internal walls with gypsum plaster;
- Painting of internal and external walls, platforms, lines and buildings;
- Inspecting/Repairing/ Replacing paint and other coatings.

II. Description of the contract

EASO envisages awarding a single framework contract. The maximum estimated duration of the contract will be 48 months. The estimated total value for the whole framework contract duration is € 60,000.

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 EASO may award the above-mentioned contract.¹

This ex-ante publicity has an indicative value and is in no way binding on EASO. EASO 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.

Economic operators interested in being invited to participate in this procedure may express their interest by writing to CONTRACTS@easo.europa.eu before 16/03/2021.² In the subject of the email please mention “EASO/2021/845 – Framework contract for the provision of small scale works, repair and maintenance for EASO in Cyprus” and the name of the company submitting the request to participate.

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.

² The personal data collected in relation to this prior information notice shall be made available on request to the various services of EASO 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@easo.europa.eu.