



Valletta Harbour, 05/12/2017

EX ANTE PUBLICITY

SUBJECT: EASO/2017/609 – Architectural services for EASO premises in Athens

I. Description of the services

The European Asylum Support Office (EASO) is planning to procure architectural services for its premises in Athens located on 39 Panepistimiou street.

More in detail, the subject of the contract will include mainly:

Phase 1

- Design of interior alterations of the office spaces
- Elaborated technical and architectural drawings
- Bill of quantities and cost estimates for the needed works
- Technical specifications for the material
- High level estimate of schedule
- Studies that shall enforce compliance with regulations and issuing of appropriate permits in the areas of Fire Safety, Mechanical & Electrical Installations and Building Planning and Usage
- Meetings with the EASO technical experts team as deemed necessary for the preparation of the works contract

Phase 2

- Supervision of the performed works by the nominated contractor
- Construction management services that shall consist of managing materials, equipment procurement, construction subcontracts, and all construction activities
- Examination of completed works at the end of the project
- A certificate of corrected defects and outstanding works at the end of the construction contract
- Other certificates as prescribed in the relative work's contract
- Meetings with the EASO technical experts team to review progress of executed work

II. Description of the contract

EASO envisages awarding a direct service contract. The total duration of the contract will be 6 months. The estimated maximum amount for this contract is € 27 000.

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 publication has an indicative value and constitutes no obligation to award a contract for EASO nor to invite to tender for middle value contracts procedures any economic operator having expressed its interest in participating.

¹ This publication is made pursuant to Article 124 of the Rules of Application of the Financial Regulation that provides for ex ante publication on the Institutions' websites of contracts with a value up to € 135 000.

Only the tenderers invited by the contracting authority to participate in a procedure for awarding middle value contracts will be admissible.

Economic operators interested in being invited to participate in this procedure may express their interest by writing to CONTRACTS@easo.europa.eu **before 20/12/2017**.²

EASO Procurement Sector

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 Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. 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 contracts@easo.europa.eu.