



Vilnius, 21. 02. 2017  
EIGE/lz D/2017/ 85

**Subject: Ex-ante publicity notice for procurement procedure "Provision of catering services for the European Institute for Gender Equality"**

**Reference number: EIGE/2017/ADM/01**

Description of the contract:

The European Institute for Gender Equality (EIGE) envisages awarding a low-value framework contract for provision of catering services to the European Institute for Gender Equality.

Description of the requested services:

The objective of the framework contract is to ensure overall high quality catering services with a professional company providing services primarily at EIGE's premises located in central Vilnius. According to EIGE's particular needs, there might be requests for catering services to be provided outside EIGE premises within the area of Vilnius.

The catering services are foreseen for various external and internal meetings and events. The majority of EIGE's guests are coming from important institutions located in all Member States of the European Union and also in other countries. Therefore the Contractor would be expected to provide a range of food consistent with the various cultural tastes.

Description of the procedure:

This ex-ante publicity is the first stage of the negotiated procurement procedure through which EIGE may award the above-mentioned framework contract.

All parties interested in providing the services described above should express their interest 400 words maximum, by e-mail, to [procurement@eige.europa.eu](mailto:procurement@eige.europa.eu) with the subject reference: **EIGE/2017/ADM/01, before 08 /03/2017, 12:00 Vilnius time.**

Tender documents will be sent by e-mail.

This publication constitutes no obligation for EIGE to launch the mentioned procurement procedure.

We look forward to receiving your declaration of interest.