



Vilnius, 01.03.2013
EIGE/VL/np/ D/2013/ 145

Subject: Ex-ante publicity notice for procurement procedure

Reference: EIGE/2013/ADM/07

"Provision of business-related canteen and catering services for European Institute for Gender Equality"

Description of the contract:

The European Institute for Gender Equality (EIGE) envisages awarding a framework contract for provision of catering and canteen services mainly at its premises located in Gedimino pr. 16, LT-01103, Vilnius.

Description of the requested services:

In the fulfillment of representation duties, as part of its external and internal activities, EIGE is organising external meetings with its visitors. The required canteen and catering services are to cover the relevant needs incurred by EIGE. Non exhaustive list of services as below:

- Cafeteria services;
- catering services to various meetings;
- lunch services;
- dinner services.

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 economic operators interested in providing the above mentioned services must make a declaration of expression of interest demonstrating their ability to provide the services (400 words maximum). The declaration of expression of interest must be sent by e-mail, to **procurement@eige.europa.eu** with the subject reference: **EIGE/2013/ADM/07, by 18 of March 2013.**

We look forward to receiving your declaration of interest.