

Vilnius, 27/09/2010

Subject: Ex-ante publicity in negotiated procurement procedure, reference number EIGE/2010/OPER/19

Design, printing and distribution of “Women Inspiring Europe” calendar for 2011

Description of the contract:

The European Institute for Gender Equality (EIGE) will print a calendar for the year of 2011, and therefore requires a contractor to design, print and distribute the calendar. With final deliverance 17 November 2010.

Description of the products and related services:

Provision of designing the calendar, following instructions from EIGE, and of the printing of the calendar. Furthermore provision of distribution of the calendar, to addresses provided by EIGE.

Description of the procedure:

This ex-ante publicity is the first stage of the negotiated procedure through which EIGE may award the above mentioned 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 with the subject reference: **EIGE/2010/OPER/19 before 06/09/2010, 17h00 EET.**

Tender documents will be sent by e-mail to a pre-selected list of interested parties. Please note, however, that EIGE reserves the right to decide not to proceed with the negotiated procedure.

This publication constitutes no obligation for EIGE to invite to tender any interested parties having expressed their interest in participating. Only the candidates invited to the contracting authority to negotiate a tender procedure will be admissible.

We look forward to receiving your declaration of interest.