

EUROPEAN INSTITUTE FOR GENDER EQUALITY

EIGE

Vilnius, 22/10/2010

Subject: Ex-ante publicity in negotiated procurement procedure, reference number EIGE/2010/OPER/38
"Provision of public relations and communications services related to the European Institute for Gender Equality work programme activities"

Description of the contract:

The European Institute for Gender Equality (EIGE) envisages awarding a contract for the provision of public relations and communications services support in the 27 Member States.

Description of the products and related services:

The contractor will be required to assist in the overall public relations and communications support services to raise awareness for Gender issues and activities mentioned in the Institute's Annual Work programme.

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 contract.

All parties interested in providing the services described above should send a declaration of interest by e-mail to **procurement@eige.europa.eu** before **05/11/2010**.

The interested parties should clearly demonstrate their ability to provide the services required above in their declaration of interest (400 words maximum). Tender documents will be sent by e-mail to a pre-selected list of the interested parties.

Please note, however, that EIGE reserves the right to decide not to proceed with the procedure. This publication constitutes no obligation for EIGE to invite to tender all interested parties having expressed their interest in participating.

We look forward to receiving your declaration of interest.