



Vilnius, 27/05/2011

Subject: Ex-ante publicity notice for procurement procedure "Design, photography services, printing and distribution of the "Women Inspiring Europe" 2012 Calendar", reference number EIGE/2011/OPER/14

Background:

The European Institute for Gender Equality (EIGE) aims to give visibility and to pay homage to some of the Europe's greatest women, through highlighting their achievements and success stories in the "Women Inspiring Europe" 2012 Calendar.

Description of the requested service:

The contractor is expected to carry out design, photography services, printing and distribution of the "Women Inspiring Europe" 2012 Calendar which will display pictures of the 12 women: one woman per month; a text describing the women and their achievements in the EU context: one text block per month and woman; facts and figures connected to subjects of gender equality and the women's area of work: one fact and figures block per month and woman; highlights of important dates for women's rights and gender equality and for the European Union (e.g. November 25, March 8 etc); information on EIGE. All texts will be provided by EIGE.

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 express their interest (400 words maximum), by e-mail, to procurement@eige.europa.eu with the subject reference: **EIGE/2011/OPER/14, before 10/06/2011, 16h00 EET.**

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 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 by the contracting authority to negotiate in a tender procedure will be admissible.

We look forward to receiving your declaration of interest.

