



Vilnius, 21-12-2016  
EIGE/mjD/2016/ 812

**Subject: Ex-ante publicity notice for procurement procedure "Provision of legal advice to the European Institute for Gender Equality"**

**Reference number: FWC-EIGE/2016/ADM/30**

**Description of the contract:**

The European Institute for Gender Equality (EIGE) envisages awarding a middle-value framework contract for provision of legal advice to the European Institute for Gender Equality.

**Description of the requested services:**

The objective of the framework contract is the provision of professional and timely legal assistance in the areas of:

- EU employment law in the context of the Staff Regulations of Officials of the European Communities and Conditions of employment of other servants of the European Communities, implementing rules and HR policies;
- EU case law in the area of public procurement;
- Other related services.

Legal assistance upon individual requests by EIGE could be given in the form of written or oral advice, the drawing up of draft contracts or contractual clauses, drafting internal documentation, support in the preparation of various rules, procedures and policies, participating in in-house meetings, etc.

The requested legal assistance does not include representation at courts or other institutions.

**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/2016/ADM/30**, before **18/01/2016, 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.