



Date: 24/11/2016

Ex-ante publicity notice in negotiated procurement procedure

Subject: "Accommodation Search" NP/2016/RMC/5979/01

Short description

The aim of this negotiated procedure is to seek a service provider capable to assist newcomers as well as current staff of ECDC to find accommodation in Stockholm or the Stockholm region. ECDC does not provide housing for its staff and does not function as an accommodation tenant. As a service to future and current staff, ECDC is seeking help in accommodation search for staff members who will change their place of residence at entry into service and those who already live Stockholm.

Description of the procedure:

This ex-ante publicity is the first stage of a negotiated procurement procedure below 60,000 with a minimum of 3 candidates, through which ECDC may award the above-mentioned contract.

All economic operators interested in providing the services described above should express their interest before **12/12/2016**, 16h00 CET, by e-mail to **tenders@ecdc.europa.eu** with the same subject reference as indicated above.

In their expression of interest interested economic operators should demonstrate their ability to provide the relevant services and provide the following information:

- Name
- Address
- Contact person
- E-mail
- Description of main area of business/expertise (max 300 words)

This information will be taken into account by ECDC in order to identify potential candidates.

The Request for Offers and related documents will be provided by e-mail only to the identified candidates.