

Call for expressions of interests to participate in a call for tenders

This publicity aims to alert the economic operators on the market that a call for tenders will be launched. The main information relating to this invitation for expression of interests is set out below.

Title: EU-Rail Staff Away Day

Reference: EU-Rail.23.LVP.01

Type of call for tenders: Negotiated procedure for a low value contract (point 14 annex I [EU Financial Regulation 2018/1046](#)¹)

Contracting Authority: Europe's Rail Joint Undertaking

Type of contract: direct contract for services

Maximum total value of the contract: EUR 25.000

Duration of the contract: 2 days

Deadline for expression of interests: 08/08/2023

Indicative(*) date of dispatch of the invitations to tender (launch of the procedure): 09/08/2023

Indicative (*) deadline for submission of tenders: 10/08/2023

() Those dates are for indicative purposes only and do not constitute any obligation for the contracting authority. The exact deadlines, e.g., the deadline for the submission of tenders will be indicated in the invitation to tender.*

Description of the services/supplies to be purchased:

Subject of the competition is the conclusion of the contract with one event organiser or hotel/group of hotels and event company.

The concept is to organise a staff team event – consisting of an away-“day” of 2 days /1 night following a pre-defined organisation including the specifications for the events:

1. Date of the event (not flexible): 5 and 6 October 2023 (overnight stay)
2. Individual bedrooms for overnight stay

¹ OJ L 193, 30.7.2018, p. 1–222

3. Number of persons: 35 (tbc)
4. Preferred location: Belgium
5. Catering included (Breakfast, lunch and dinner)
6. Team building activities and/or sport activities. The proposed team building activities should be focused on increasing the collaboration in the team. Ideally it should also include a party night with music.
7. Language of team building activities: English

Following a market survey performed prior by the JU, it was established that the budget for the organisation of such event wouldn't be in any circumstances below EUR 15.000 (very low negotiated procedure), and reason why this ex-ante publicity is launched in accordance with point 14 annex I [EU Financial Regulation 2018/1046](#), for a low value procedure. The quotes received will be evaluated based on the best quality/price ratio.

Participation in this call for tenders

Participation in this procurement procedure is open on equal terms to all natural and legal persons coming within the scope of the Treaties.

It is also open to all natural and legal persons established in Overseas Countries and Territories (OCT) as listed in the Annex II of the TFEU and to all natural and legal persons established in Iceland, Norway and Lichtenstein, as per the EEA Agreement.

If you are interested in participating in this call for tenders, please send us an email to the following EU-Rail functional mailbox procurement@rail-research.europa.eu and indicate your contact details (name, organisation, address, country and email address) **no later than 09/08/2023.**

Economic operators who do not express in writing their interest before the deadline indicated above and to the above e-mail will not be invited to submit a tender. The latter restriction does not apply to the economic operators directly invited by the Europe's Rail Joint Undertaking.