

**SUBJECT: EX-ANTE PUBLICITY**  
**- LOW VALUE CONTRACT -**  
**LEASE OF PLANTS AND MAINTENANCE SERVICES**

**1. WHAT IS THIS PUBLICITY ABOUT?**

Economic operators interested in the subject of this publicity are asked to note that this is **not a call for tenders**. It is a publication to announce the Contracting authority's intention to launch a negotiated procedure for the award of a low or middle value contract and allow interested economic operators to express their interest.

🔗 This publication is made pursuant to point 3.1 of Annex I to [Regulation \(EU, Euratom\) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union \(the EU Financial Regulation\)](#) which requires ex-ante advertising of negotiated procedures for the award of middle and low value contracts (between €15,000 and €140,000 for services and supplies and €5,382,000 for works).

**2. DESCRIPTION OF THE CONTRACT**

The object of this tender is the lease of indoor plants, together with vases and service of maintenance. We are seeking the provision of 15 plants to be put both in offices and in common areas. In addition to these plants, we need 6 *Ficus Longuifolia* (or similar plant) of approx. 90 cm to be kept in 3 vases that are already owned by the office.

**2.1. Price**

The proposal should not exceed the price of €16.000

**2.2. Timing**

The contract shall have a duration of 3 years.

**3. HOW TO EXPRESS INTEREST?**

Entities established in a country that has access to the procurement (see §2) can express interest to participate in the planned procedure by sending an e-mail to our dedicated mailbox [contracts@chips-ju.europa.eu](mailto:contracts@chips-ju.europa.eu) with the subject reference: “*Lease of plants and maintenance services*” before 1 March 2024 at 17.00 CET.

🔑 **An expression of interest shall not convey any legal right or create a legitimate expectation of award of contract.**

#### **4. WHERE CAN THE CALL FOR TENDERS' SPECIFICATIONS BE CONSULTED?**

The documentation of the actual call for tenders (invitation letter, tender specifications and draft contract) will be provided only to invited candidates when the procedure is launched.

🔑 The Contracting authority reserves the right not to launch the planned procedure or to cancel or abandon it, without any right to compensation,

#### **5. WHO WILL BE INVITED TO SUBMIT A TENDER?**

Only invited candidates having received an invitation to tender from the Contracting authority may participate in the planned procedure.

Consequently, any tender received from a legal or natural person not invited to tender, even if in a consortium with an invited candidate, will be rejected. Therefore, if it is the case, please express your interest as a consortium. As an alternative, you may freely use subcontracting when submitting an offer.

If you have expressed interest in this publicity and you have access to the procurement, you will be invited to submit a tender. The Contracting authority reserves the right to invite also other economic operators than those having expressed interest following this ex-ante publicity.

#### **6. HOW IS YOUR PERSONAL DATA PROTECTED?**

If processing your expression of interest involves the recording and processing of personal data (such as name, address and CV), such data will be processed pursuant to Regulation (EU) 2018/1725 of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. Any personal data will be processed solely for the purposes of the future invitation to tender.

Details concerning the processing of personal data are available in the privacy statement found here: [Data Protection & Legal Notice · Starter Portal \(europa.eu\)](#).