



Malta, 19 JUN 2015

SUBJECT: EX ANTE PUBLICITY for procurement procedure: Service contract for Inventory & Assets Management Assessment

Reference: EASO/2015/332

I. Description of the contract

The European Asylum Support Office (EASO) envisages awarding a direct service contract to review and update the i) current inventory status, ii) current assets management workflow and iii) assets reconciliation.

The duration of the contract will be for thirty (30) days. The estimated maximum amount for this contract is €30,000.00.

II. Description of the services

More in detail, the requested project will include:

- An update of the current workflows used for both asset and inventory management ;
- A review on tangible and intangible assets current status including a reconciliation of capital assets;
- A review on the current inventory and an update on its status till present;
- An identification on possible changes and any necessary arrangements in regard to further steps and updates on each of the asset and inventory management fields.

III. Description of the procurement procedure

This ex-ante publicity is the first stage of the negotiated procurement procedure (with consultation of at least 3 economic operators) through which EASO may award the above-mentioned service contract.

Economic operators interested in being invited to participate in this procedure may express their interest by writing to:

CONTRACTS@easo.europa.eu

With subject reference EASO/2015/332

Before 30/06/2015.

This publication has an indicative value and constitutes no obligation to award a contract for EASO nor to invite to tender for low value contracts procedures any economic operator having expressed its interest in participating.

Only the tenderers invited by the contracting authority to participate in a procedure for awarding low value contracts will be sent the tender documentation.

EASO Contracts