

Ref.: EDAC202607011

Brussels, 16/07/2026

Subject: Ex-ante publicity notice for the negotiated procedure CF SEDSS IV 26.RTI.NP3.108

To whom it may concern

The European Defence Agency (EDA) will shortly launch a call for tenders for the award of the above-mentioned middle value contract.

Should you be interested in being invited in the above-mentioned call for tenders, please read and follow the instructions below.

Background information:

In the frame of the fourth phase of the **European Defence Agency Consultation Forum for Sustainable Energy in the Defence and Security Sector (CF SEDSS IV)**, EDA will organise a two-day table-top exercise in Amsterdam, the Netherlands on **14-15 April 2027**. The exercise will bring together up to 100 participants from EU MoDs and armed forces, EU institutions, strategic partners, research organisations, industry, and energy infrastructure operators.

Economic operators who are interested in being invited to participate in this procedure are invited to express their interest by following the instructions set out below.

To facilitate your assessment of whether the envisaged contract aligns with your interests and capabilities, the following preliminary information is provided.

Outline description of the envisaged contract	
Type of contract	• Service contract • Direct contract
Lots	N/A

Maximum estimated budget available for the contract	EUR 103.000,00
Duration of the contract	The performance of the tasks will take place from 12 to 16 April 2027.
Subject matter of the contract	The European Defence Agency (EDA) governed by Council Decision (CFSP) 2015/1835 was established to “support the Member States and the Council in their effort to improve European defence capabilities in the field of crisis management and to sustain the European Security and Defence Policy as it stands now and develops in the future”. EDA manages the Consultation Forum for Sustainable Energy in the Defence and Security Sector (CF SEDSS IV). CF SEDSS IV is a European Commission-funded initiative managed by the European Defence Agency. It supports EU defence ministries and armed forces in transitioning to greener, more resilient, and efficient energy models. The Forum promotes energy efficiency and energy performance of buildings, the use of renewable energy and strengthening the protection of critical energy infrastructure by fostering collaboration and research, supporting the implementation of the EU energy legislation and policy in defence and integrating and promoting innovative energy technology solutions within the European defence sector. More information here: Consultation Forum Sustainable Energy (europa.eu) European Defence Agency (EDA) wishes to organise a two-day table-top exercise (TTX) under CF SEDSS IV in Amsterdam (the Netherlands) on Wednesday 14 April and Thursday 15 April 2027. The exercise will bring together up to 100 participants from EU MoDs and armed forces, EU institutions, strategic partners, research organisations, industry, and energy infrastructure operators. As a result of this procedure, EDA will select a contractor who must be able to provide: <u>Accommodation</u> The supplier is to provide <u>standard single rooms with breakfast</u> as below: - 12 April 2027: 15 rooms - 13 April 2027: up to 100 rooms - 14 April 2027: up to 100 rooms - 15 April 2027: up to 90 rooms <u>Catering Service</u> The supplier is to provide <u>buffet or 3-course dinner</u> as below:

	- 13 April 2027: up to 100 people - 14 April 2027: up to 100 people - 15 April 2027: up to 80 people												
Participation in the negotiated procedure	Participation in EDA’s public procurement procedures is open on equal terms to all natural and legal persons coming within the scope of the EU Treaties. When applying the rules of access to the market, it is the country where the tenderer is established which is to be considered. As regards a natural person, it is the State in which the person has his domicile. EDA procurement procedures are not covered by the WTO Multilateral Government Procurement Agreement (GPA). Tenderers established in third countries (non-EU countries) do not have the right to participate in procurement procedures unless international agreements in the field of public procurement grant them the right to do so. In case there is no such agreement, or the agreement does not apply to the kind of contracts put out to tender, tenderers of third countries are not entitled to participate. The relevant international agreements in the field of public procurement are the Stabilization and Association Agreements (SAA) and the European Economic Area Agreement (EEA). Currently, the following countries have signed and ratified the above Agreements and therefore economic operators established in Iceland, Liechtenstein, Norway, North Macedonia, Albania, Montenegro, Serbia, Kosovo, Bosnia and Herzegovina also have the right to participate in EDA’s public procurement procedures.												
Selection criteria: necessary capacity to implement the contract	Potentially interested economic operators are hereby informed that the following selection criteria will be assessed in the scope of the envisaged negotiated procedure: <table><tr><th colspan="3">Economic and financial criteria</th></tr><tr><th>Criterion</th><th>Minimum capacity</th><th>Evidence/supporting documents</th></tr><tr><td>Economic and financial capacity</td><td>Minimum average annual turnover of 50 000 EUR for the last three financial years for which accounts have been closed.</td><td>Declaration on honour (the tenderer must undertake to submit to EDA evidence of their economic, financial, technical and professional capacity that EDA considers necessary to perform its checks, within fifteen calendar days following the receipt of EDA's request).</td></tr><tr><td></td><td></td><td></td></tr></table>	Economic and financial criteria			Criterion	Minimum capacity	Evidence/supporting documents	Economic and financial capacity	Minimum average annual turnover of 50 000 EUR for the last three financial years for which accounts have been closed.	Declaration on honour (the tenderer must undertake to submit to EDA evidence of their economic, financial, technical and professional capacity that EDA considers necessary to perform its checks, within fifteen calendar days following the receipt of EDA's request).			
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	Technical and professional criteria		
	Criterion	Minimum capacity	Evidence/supporting documents
	Minimum capacity level related to the tenderer	To successfully conduct the contract the tenderer shall have: - Minimum Capacity - Hotel Standard: at least 4 star or equivalent - Hotel Rooms: at least 100 - Minimum of two years' experience in providing catering services for up to 100 participants with at least two events delivered in the last three years. - Valid Business & Operating License for hotel services, Fire Safety Certificate and Hygiene & Food Safety Certificate.	Declaration on honour (the tenderer must undertake to submit to EDA evidence of their economic, financial, technical and professional capacity that EDA considers necessary to perform its checks, within fifteen calendar days following the receipt of EDA's request). Copy of the valid Business & Operating License for hotel services, Fire Safety Certificate and Hygiene & Food Safety Certificate.
	NB Whilst no documents need to be submitted at this stage to prove that the above criteria are met, potentially interested economic operators are strongly advised to verify that they fully comply with the announced criteria.		
Indicative date for launching the negotiated procedure	Invitation to submit tenders will be electronically sent to economic operators indicatively end of August/early September 2026.		

Indicative time schedule for signing the contract	The envisaged contract will be signed indicatively in November 2026 .
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If you are interested in being invited in the above-mentioned call for tenders, please reply to this ex-ante publicity notice by sending the filled-in **Reply Form** via email. Such Reply Form shall be sent no later than **04/08/2026 – at 14h00** (Brussels time) to the following EDA functional mailbox:

procurement@eda.europa.eu

No evaluation is performed at this stage. All the economic operators who have expressed their interest to participate in this procurement procedure within the above-mentioned deadline will be subsequently invited to submit a tender. The contracting authority reserves the right to also invite economic operators not included in the list of interested economic operators who responded to this ex-ante publicity.

Only the candidates invited by the contracting authority to participate in this procurement procedure will be admissible.

This publicity is in no way binding for the EDA. The EDA's contractual obligation commences only upon signature of the contract with the successful tenderer.

Submission of an expression of interest implies acceptance of receiving the invitation to tender by electronic means. **It is the tenderer's responsibility to provide a valid e-mail address together with their contact details in the Reply Form and to check their e-mail regularly.**

We look forward to receiving your expression of interest.

Annex: Reply Form (Expression of interest)