

281491-2026 - Competition

Germany – Insurance consultancy services – Provision of insurance brokerage services

OJ S 80/2026 24/04/2026

Contract or concession notice – standard regime

Services

1. Buyer

1.1. Buyer

Official name: European Patent Organisation

Email: centralprocurement@epo.org

Legal type of the buyer: International organisation

Activity of the contracting authority: Economic affairs

2. Procedure

2.1. Procedure

Title: Provision of insurance brokerage services

Description: Provision of insurance brokerage services

Procedure identifier: 42f52ffb-6036-43cc-acd2-3b2ff02c00df

Internal identifier: EPO-2026-0011

Type of procedure: Open

The procedure is accelerated: no

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 66519310 Insurance consultancy services

Additional classification (cpv): 66519310 Insurance consultancy services

2.1.2. Place of performance

Postal address: Bob-van-Benthem-Platz 1

Town: Munich

Postcode: 80469

Country subdivision (NUTS): München, Kreisfreie Stadt (DE212)

Country: Germany

2.1.4. General information

Additional information: Only electronic bids may be submitted. Please note that a qualified electronic signature is required as specified on EPO's website: <https://www.epo.org/about-us/tenders/signatures.html> Final date to download the Procurement Documents: 28.06.2026 23:30 Final date for receipt by the EPO of requests for clarification: 21.05.2026 12:00 Questions must be submitted via the Bidding Cockpit.

Legal basis:

Directive 2014/24/EU

2.1.6. Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5. Lot

5.1. Lot: LOT-0000

Title: Provision of insurance brokerage services

Description: See procurement documents

Internal identifier: LOT-0000

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 66519310 Insurance consultancy services

Additional classification (cpv): 66519310 Insurance consultancy services

5.1.3. Estimated duration

Start date: 01/01/2028

Duration end date: 31/12/2030

5.1.6. General information

Reserved participation:

Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not required

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

Additional information: Proposals for variants, the effect of which would be to reduce significantly the rights and safeguards of the EPO, are not allowed. Questions submitted after the deadline for receipt of requests for clarification will not be answered. After expiry of the deadline, the questions submitted by others and the corresponding clarifications will be available in the BIDDING COCKPIT.

5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

5.1.10. Award criteria

Criterion:

Type: Quality

Description: Technical

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 70

Criterion:

Type: Price

Name: Price

Description: Price

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 30

5.1.11. Procurement documents

Access to certain procurement documents is restricted

Information about restricted documents is available at: https://supplier-epo.ivalua.app/page.aspx/en/rfp/request_browse_public

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Allowed

Address for submission: https://supplier-epo.ivalua.app/page.aspx/en/rfp/request_browse_public

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Variants: Allowed

Tenderers may submit more than one tender: Allowed

Deadline for receipt of tenders: 29/06/2026 12:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 6 Months

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Conditions relating to the performance of the contract: If several bidders submit a joint bid, they must be jointly and severally liable for the performance of the obligations under the contract. A declaration to this effect, duly signed by all members of the grouping and appointing a representative authorised to act on behalf of all members, must be submitted with the bid.

Electronic invoicing: Allowed

Electronic ordering will be used: no

Electronic payment will be used: no

5.1.15. Techniques

Framework agreement:

Framework agreement, partly without reopening and partly with reopening of competition

Maximum number of participants: 999

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16. Further information, mediation and review

Review organisation: See General Conditions of Tender

Information about review deadlines: Please note that EPO's procurement procedures are governed solely by EPO's own procurement rules. The relevant rules are described in the EPO's General Conditions of Tender, which are available at the EPO's website <https://www.epo.org/about-us/tenders/general-conditions.html>.

Organisation providing additional information about the procurement procedure: European Patent Organisation

Organisation providing more information on the review procedures: Procurement and Vendor Management

8. Organisations

8.1. ORG-7001

Official name: European Patent Organisation

Registration number: -

Postal address: Bob-van-Bentham-Platz 1

Town: Munich

Postcode: 80469

Country subdivision (NUTS): München, Kreisfreie Stadt (DE212)

Country: Germany

Contact point: Procurement and Vendor Management

Email: centralprocurement@epo.org

Telephone: +49 892399-0

Buyer profile: https://supplier-epo.ivalua.app/page.aspx/en/rfp/request_browse_public

Roles of this organisation:

Buyer

Organisation providing additional information about the procurement procedure

8.1. ORG-7004

Official name: See General Conditions of Tender

Registration number: --

Postal address: not applicable

Town: not applicable

Postcode: --

Country subdivision (NUTS): München, Kreisfreie Stadt (DE212)

Country: Germany

Email: centralprocurement@epo.org

Telephone: +49 892399-0

Internet address: <http://www.epo.org/about-us/tenders/general-conditions.html>

Roles of this organisation:

Review organisation

8.1. ORG-7005

Official name: Procurement and Vendor Management

Registration number: ---

Postal address: European Patent Office

Town: Munich

Postcode: 80298

Country subdivision (NUTS): München, Kreisfreie Stadt (DE212)

Country: Germany

Email: centralprocurement@epo.org

Telephone: +49 892399-0

Roles of this organisation:

Organisation providing more information on the review procedures

Notice information

Notice identifier/version: 598bfafb-f935-46d8-9f11-0fc523a4f2e6 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

Notice dispatch date: 22/04/2026 16:18:24 (UTC+02:00) Eastern European Time, Central European Summer Time

Languages in which this notice is officially available: English, German, French

Notice publication number: 281491-2026

OJ S issue number: 80/2026

Publication date: 24/04/2026