

561068-2026 - Competition

Italy – Graphic design services – Provision of layout services

OJ S 155/2026 13/08/2026

Contract or concession notice – standard regime

Services

1. Buyer

1.1. Buyer

Official name: European Training Foundation (ETF)

Email: procurement@etf.europa.eu

Legal type of the buyer: EU institution, body or agency

Activity of the contracting authority: General public services

2. Procedure

2.1. Procedure

Title: Provision of layout services

Description: Provision of layout services, covering a range of items (such as reports, periodicals, leaflets), according to the established style guide to support the ETF's communication needs over the next four years. Documents formatted should be attractive and professional files produced to communicate ETF activities to audiences through various channels (such as static and/or interactive PDFs for the web) and high-quality pdf files for printing.

Procedure identifier: 66f3ce1e-ffc1-4b6f-bb6b-9da6bc428a5a

Internal identifier: ETF/2026/OP/0004

Type of procedure: Open

The procedure is accelerated: no

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79822500 Graphic design services

2.1.2. Place of performance

Anywhere

Additional information: Please consult the procurement documents.

2.1.3. Value

Estimated value excluding VAT: 180 000,00 EUR

2.1.4. General information

Additional information: In case of unavailability or disruptions in the functioning of the electronic means of communication provided in Section 5.1.11 in the last 5 calendar days before the time limit for receipt indicated in Section 5.1.12, the contracting authority reserves the right to extend this time limit and publish the extension at the Internet address provided in Section 5.1.11, without a preceding publication of a corrigendum to this notice. Economic operators interested in this procurement are invited to subscribe to the call for tenders at the address in Section 5.1.11 in order to get notified when new information or documents are published.

Legal basis:

Regulation (EU, Euratom) 2024/2509

2.1.6. Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5. Lot

5.1. Lot: LOT-0001

Title: Provision of layout services

Description: Provision of layout services, covering a range of items (such as reports, periodicals, leaflets), according to the established style guide to support the ETF's communication needs over the next four years. Documents formatted should be attractive and professional files produced to communicate ETF activities to audiences through various channels (such as static and/or interactive PDFs for the web) and high-quality pdf files for printing.

Internal identifier: ETF/2026/OP/0004

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79822500 Graphic design services

Additional classification (cpv): 79820000 Services related to printing, 79822000 Composition services

5.1.2. Place of performance

Anywhere

Additional information: Please consult the procurement documents.

5.1.3. Estimated duration

Duration: 48 Months

5.1.4. Renewal

Maximum renewals: 3

Other information about renewals: The framework contract is concluded for an initial period of 12 (twelve) months, renewable 3 (three) time(s). Please consult the draft framework contract in the procurement documents.

5.1.5. Value

Estimated value excluding VAT: 180 000,00 EUR

5.1.6. General information**Reserved participation:**

Participation is not reserved.

Procurement Project fully or partially financed with EU Funds.

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

5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

5.1.10. Award criteria**Criterion:**

Type: Quality

Description: Please consult the procurement documents.

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

Award criterion number: 60

Criterion:

Type: Price

Description: Please consult the procurement documents.

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

Award criterion number: 40

5.1.11. Procurement documents

Deadline for requesting additional information: 11/09/2026 23:59:59 (UTC+02:00) Eastern European Time, Central European Summer Time

Address of the procurement documents: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/66f3ce1e-ffc1-4b6f-bb6b-9da6bc428a5a-CN?#anchorDocuments>

Ad hoc communication channel:

Name: Funding and Tenders Portal

URL: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/66f3ce1e-ffc1-4b6f-bb6b-9da6bc428a5a-CN?#anchorDocuments>

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://webgate.ec.europa.eu/digit/opsys/esubmission?cftUuid=66f3ce1e-ffc1-4b6f-bb6b-9da6bc428a5a>

Languages in which tenders or requests to participate may be submitted: Bulgarian, Czech, Danish, German, Greek, English, Spanish, Estonian, Finnish, French, Irish, Croatian, Hungarian, Italian, Lithuanian, Latvian, Maltese, Dutch, Polish, Portuguese, Romanian, Slovak, Slovenian, Swedish

Electronic catalogue: Not allowed

Deadline for receipt of tenders: 21/09/2026 16:00:59 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 6 Months

Information about public opening:

Opening date: 22/09/2026 10:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Terms of contract:

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

Electronic invoicing: Allowed

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15. Techniques

Framework agreement:

Framework agreement, without reopening of competition

Maximum number of participants: 1

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16. Further information, mediation and review

Review organisation: Court of Justice of the European Union

8. Organisations

8.1. ORG-0001

Official name: European Training Foundation (ETF)

Registration number: ETF

Department: ETF.PR - Directorate,ETF.PR.PPU - Projects and Partners Unit

Postal address: Villa Gualino, Viale Settimio Severo 65

Town: Torino

Postcode: I-10133

Country subdivision (NUTS): Torino (ITC11)

Country: Italy

Email: procurement@etf.europa.eu

Telephone: +39 011 630 22 22

Internet address: <https://www.etf.europa.eu/>

Roles of this organisation:

Buyer

Organisation providing more information on the review procedures

8.1. ORG-0002

Official name: Court of Justice of the European Union

Registration number: CURIA

Postal address: Rue du Fort Niedergrünwald

Town: Luxembourg

Postcode: L-2925

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Email: GC.Registry@curia.europa.eu

Telephone: +352 4303-1

Internet address: <http://curia.europa.eu>

Roles of this organisation:

Review organisation

8.1. ORG-0003

Official name: European Commission

Registration number: EUCOM

Postal address: Mondrian (CDMA), Rue du Champ de Mars 21

Town: Brussels

Postcode: B-1050

Country subdivision (NUTS): Arr. de Bruxelles-Capitale/Arr. Brussel-Hoofdstad (BE100)

Country: Belgium

Email: procurement@etf.europa.eu

Telephone: +32 2 299 11 11

Internet address: <https://commission.europa.eu/>

Roles of this organisation:

TED eSender

Notice information

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Form type: Competition

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