

## 522723-2026 - Konkurrensutsättning

Tyskland – Omlokalisering – PRO-2249874403 Relocation services

OJ S 144/2026 29/07/2026

Meddelande om upphandling eller koncession – standardsystem

Tjänster

### 1. Upphandlare

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#### 1.1. Upphandlare

Officiellt namn: European Central Bank

E-postadress: [procurement@ecb.europa.eu](mailto:procurement@ecb.europa.eu)

Köparens rättsliga status: EU-institution, organ eller byrå

Den upphandlande myndighetens verksamhet: Ekonomi

### 2. Förfarande

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#### 2.1. Förfarande

Titel: PRO-2249874403 Relocation services

Beskrivning: The ECB is seeking up to two suppliers for the provision of services in relation to relocation of staff members to the Frankfurt am Main area. The services shall include (but not be limited to): general housing information via a website and in printable format, individual housing search based on questionnaires and/or interviews, consultancy services related to (rental) housing/accommodation and relocation formalities, provision of telephone hotline. The two contracts will be awarded in ranking scheme (cascade).

Förfarandets identifierare: 8ca940b9-5572-4173-8b51-229411abbc3c

Intern identifierare: PRO-2249874403

Typ av förfarande: Förhandlat förfarande med föregående meddelande om upphandling/under konkurrens

Förfarandet är påskyndat: nej

Förfarandets viktigaste kännetecken: The tender procedure shall be open on equal terms to all natural or legal persons resident or located in the European Union and to all natural and legal persons resident or located in a country which has ratified the World Trade Organisation Agreement on Government Procurement or has concluded with the European Union a bilateral agreement on procurement under the conditions laid down in the said agreements. The tender procedure is conducted in accordance with Decision ECB/2016/2 laying down the rules on procurement (as amended), available at <https://www.ecb.europa.eu/ecb/legal/1001/procurement/html/index.en.html> And in EUR-Lex: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:02016D0002-20200501>. The detailed features and terms and conditions of the procedure can be found in the procurement documents.

##### 2.1.1. Föremålet för upphandlingen

Kontraktets art: Tjänster

Huvudklassificering (cpv): 98392000 Omlokalisering

##### 2.1.2. Leveransplats

Postadress: Sonnemannstrasse 22

Ort: Frankfurt am Main

Postnummer: 60314

Del av land (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Land: Tyskland

#### 2.1.4. Allmänna upplysningar

Kompletterande information: This tender procedure is conducted via the ECB's electronic tendering system (SAP Ariba) which can be accessed via the following internet address: <http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html> If you have not used the ECB's electronic tendering system before, you need to register via the above link. Under the above link you also find user guides for detailed information on how to use the system and contact details for technical support. Should you require technical help when using the system, please raise a contact support request on the following website: <https://eu.service.cloud.ariba.com/Sourcing.aw>. Any other queries relating to this procurement procedure and the content of the procurement documentation shall be submitted as laid down in the procurement documentation itself.

#### Rättslig grund:

Annan

<http://data.europa.eu/eli/dec/2016/245/2020-05-01> - Consolidated text: Decision (EU) 2016 /245 of the European Central Bank of 9 February 2016 laying down the rules on procurement (ECB/2016/2) (recast)

#### 2.1.6. Uteslutningsgrunder

Källor till uteslutningsgrunder: Upphandlingsdokument

## 5. Del (anbudsområde)

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### 5.1. Del (anbudsområde): LOT-0001

Titel: Relocation services

Beskrivning: With this procurement procedure, the ECB is seeking suppliers who are able to provide the following services: • Provision of general housing information, including but not limited to a website, leaflets/brochures, newsletters and presentations (property market situation in Frankfurt and the Rhein-Main area, rules, regulations, applicable legal issues which a newcomer should be aware of, administrative tasks before, during and after a move, etc.); • Provision of individual search services for rental accommodation based on questionnaires and/or personal interviews and including accompanied visits, advice, rental contract negotiations and hand-over activities; • Ad-hoc consultancy services related to (rental) housing/accommodation and relocation formalities. • Provision of telephone hotline.

Intern identifierare: PRO-2249874403

#### 5.1.1. Föremålet för upphandlingen

Kontraktets art: Tjänster

Huvudklassificering (cpv): 98392000 Omlokalisering

Mängd: 480 stycken

#### Optioner:

Beskrivning av alternativen: The contract is not subject to renewal.

#### 5.1.2. Leveransplats

Postadress: Sonnemannstrasse 22

Ort: Frankfurt am Main

Postnummer: 60314

Del av land (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Land: Tyskland

#### 5.1.3. Uppskattad löptid

**5.1.6. Allmänna upplysningar**  
**Reserverad upphandling:**

Deltagande är inte reserverat.

Upphandlingsprojekt som inte finansieras med EU-medel

Upphandlingen omfattas av Världshandelsorganisationens avtal om offentlig upphandling, GPA  
: nej

Kompletterande information: Instead of publishing an estimated value, the ECB has published the maximum scope and volume of the Contracts as follows: - Provision of individual search services for rental accommodation based on questionnaires and/or personal interviews and including accompanied visits, advice, rental contract negotiations and hand-over activities. The maximum quantity of housing searches to be provided under the framework agreement is set at 480 housing searches over the 4-year duration of the agreement. The envisaged quantity of housing searches is 300. One housing search includes: (a) Preparations - Develop an individual housing profile for the staff member based on a housing questionnaire and personal discussion. The questionnaire shall explicitly invite persons with disabilities to specify special needs, which will be considered throughout the search. - Compare the housing profile with market offerings, identify suitable options using various sources (e.g., newspapers, internet, brokers, ECB-provided information), and prepare a pre-selection of verified accommodations. Present this preliminary selection to the staff member, including details about neighbourhood infrastructure (e.g., public transport, shopping, schools). Arrange property visits based on discussions with the staff member. (b) Visits - Accompany the staff member on initial and subsequent property visits, as requested, and follow up with discussions to refine the housing profile. There shall be no limitation on the number of visits. (c) Advice/negotiations - Provide guidance on negotiating rental agreements and assess contractual terms before signature. If requested, explain the German rental contract in English. (d) Hand-over - Assist the staff member during the walk-through/handover protocol, if requested. Any advice provided must be clearly flagged as non-legally binding. - Post-signature support services (e.g., follow-up consultancy with regard to removal, registrations, insurances, etc) are considered an asset. For the avoidance of doubt, one housing search covers the points (a) to (d) above for one staff member, from the preparations through to hand-over of the rented property, irrespective of the number of viewings or negotiations required. However, staff members may opt out in the separate stages of the search. Unsuccessful searches are included in the maximum quantity mentioned above, provided they are unsuccessful due to an opt-out of the staff member. Searches unsuccessful for reasons not attributable to the staff member's opt-out shall not count toward the maximum quantity. - The maximum quantity for ad-hoc consultancy services is 172 hours over the 4-year duration of the agreement. The estimated quantity for ad-hoc consultancy services is 132 hours. - One off costs include: o Production of a general information leaflet on the rental accommodations market in Rhine Main covering all relevant aspects of accommodation and rental housing in the Frankfurt area, including updates during the maximum 4-year contract duration (as necessary due to developments, in particular laws and regulations, at least one (1) per year); o Production of four (4) annual newsletters on the rental accommodations market in Rhine Main; o Opening of a website on the rental accommodations market in Rhine Main to all staff. All materials mentioned above (including any materials used in presentations) shall be made available to ECB staff via a dedicated website, including updates and maintenance during the maximum 4-year contract duration. Detailed information on the services provided by the supplier on behalf of the ECB. - Provision of telephone hotline (as a one-time annual fee).

#### 5.1.9. Urvalskriterier

Källor till urvalskriterier: Meddelande, Upphandlingsdokument

Kriterium: Andra ekonomiska eller finansiella krav

Beskrivning av urvalskriterium: Selection criteria as stated in the procurement documents.

Kriterierna kommer att användas för att välja anbudssökande som bjuds in att delta i det andra steget i förfarandet

##### **Information om det andra steget i ett förfarande med två steg:**

Förfarandet kommer att äga rum i på varandra följande steg. I varje steg kan några deltagare komma att uteslutas

Köparen förbehåller sig rätten att tilldela kontraktet på grundval av de ursprungliga anbuden utan ytterligare förhandlingar

#### 5.1.10. Tilldelningskriterier

##### **Kriterium:**

Typ: Kvalitet

Namn: Quality

Beskrivning: As specified in the procurement document, award requirements and criteria will be established in the Invitation to Tender during the next phase of the procurement.

Kategori av tilldelningskriteriet vikt: Viktning (procentandel, exakt)

Sifferangivelse för tilldelningskriterium: 50

##### **Kriterium:**

Typ: Pris

Namn: Price

Beskrivning: As specified in the procurement document, award requirements and criteria will be established in the Invitation to Tender during the next phase of the procurement.

Kategori av tilldelningskriteriet vikt: Viktning (procentandel, exakt)

Sifferangivelse för tilldelningskriterium: 50

#### 5.1.11. Upphandlingsdokument

Adress till upphandlingsdokumenten: <https://eu.mu.riba.com/uav/project/?token=52e97f8f-742d-4352-be1d-95d641d45ceb>

##### **Ad hoc-kommunikationskanal:**

Namn: ECB e-tendering platform

URL: <https://eu.mu.riba.com/uav/project/?token=52e97f8f-742d-4352-be1d-95d641d45ceb>

#### 5.1.12. Upphandlingsvillkor

##### **Villkor för inlämning:**

Elektronisk inlämning: Krävs

Adress för inlämning: <https://eu.mu.riba.com/uav/project/?token=52e97f8f-742d-4352-be1d-95d641d45ceb>

De språk som kan användas i anbud eller anbudsansökningarna: engelska

Elektronisk katalog: Ej tillåten

Tidsfrist för mottagande av anbudsansökningar: 04/09/2026 10:00:00 (UTC+00:00)

Västeuropeisk tid

##### **Kontraktsvillkor:**

Kontraktet måste genomföras inom ramen för program för skyddad anställning: Nej

Elektronisk fakturering: Krävs

Elektronisk beställning kommer att användas: ja

Elektronisk betalning kommer att användas: ja

#### 5.1.15. Metoder

**Ramavtal:**

Ramavtal utan förnyad konkurrensutsättning

Högst antal deltagare: 2

**Information om det dynamiska inköpssystemet:**

Upphandlingen avser inte ett dynamiskt inköpssystem

**5.1.16. Kompletterande information, medling och prövning**

Medlingsorganisation: The European Ombudsman

Prövningsorganisation: European Central Bank - Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Information om tidsfrist för prövning: Within 10 days of receipt of the notification in accordance with Article 34(1) or the first sentence of Article 34(3) of Decision ECB/2016/2 laying down the rules on public procurement. Further requirements are outlined in Article 39 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

Organisation som ger kompletterande information om upphandlingsförfarandet: European Central Bank

Organisation som ger offlineåtkomst till upphandlingsdokumenten: European Central Bank

Organisation som ger mer information om prövningsförfaranden: European Central Bank

Organisation som mottar anbudsansökningar: European Central Bank

Organisation som behandlar anbud: European Central Bank

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**8. Organisationer****8.1. ORG-0001**

Officiellt namn: European Central Bank

Registreringsnummer: 0001

Postadress: Sonnemannstrasse 22

Ort: Frankfurt am Main

Postnummer: 60314

Del av land (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Land: Tyskland

Kontaktpunkt: Central Procurement Office

E-postadress: [procurement@ecb.europa.eu](mailto:procurement@ecb.europa.eu)

Tfn: +49 6913440

Webbadress: <https://www.ecb.europa.eu>

Ändpunkt för meddelandeutväxling (URL): <https://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html>

**Andra kontaktpunkter:**

Officiellt namn: Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Postadress: Sonnemannstrasse 22

Ort: Frankfurt am Main

Postnummer: 60314

Del av land (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Land: Tyskland

Kontaktpunkt: Legal Advice Team

E-postadress: [LegalServices@ecb.europa.eu](mailto:LegalServices@ecb.europa.eu)

Tfn: +49 6913440

Fax: +49 6913446886

Webbadress: <http://www.ecb.europa.eu>

**Den här organisationens roller:**

Upphandlare

Organisation som ger kompletterande information om upphandlingsförfarandet

Organisation som ger offlineåtkomst till upphandlingsdokumenten

Organisation som mottar anbudsansökningar

Organisation som behandlar anbud

Prövningsorganisation

Organisation som ger mer information om prövningsförfaranden

**8.1. ORG-0002**

Officiellt namn: The European Ombudsman

Registreringsnummer: 0002

Postadress: 1 avenue du Président Robert Schuman, CS 30403

Ort: Strasbourg

Postnummer: 67001

Del av land (NUTS): Bas-Rhin (FRF11)

Land: Frankrike

Kontaktpunkt: The European Ombudsman

E-postadress: [eo@ombudsman.europa.eu](mailto:eo@ombudsman.europa.eu)

Tfn: +33 388172313

Webbadress: <https://www.ombudsman.europa.eu/en/home>

**Den här organisationens roller:**

Medlingsorganisation

**Information om meddelandet**

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Identifierare/version för meddelandet: 0da591de-89c0-44bf-b315-e1884323e5f8 - 01

Formulärtyp: Konkurrensutsättning

Meddelandetyp: Meddelande om upphandling eller koncession – standardsystem

Meddelandets undertyp: 16

Avsändningsdatum för meddelandet: 28/07/2026 07:06:06 (UTC+00:00) Västeuropeisk tid

Språk som det här meddelandet finns officiellt tillgängligt på: engelska

Meddelandets publiceringsnummer: 522723-2026

EUT S-nummer: 144/2026

Publiceringsdatum: 29/07/2026