

Czechia: Administrative services of agencies Administrative support services to EUSPA

Contract or concession notice – standard regime - Change

1 Buyer

1.1 Buyer

Official name: European Union Agency for the Space Programme

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

Activity of the contracting authority: General public services

2 Procedure

2.1 Procedure

Title: Administrative support services to EUSPA

Description: The general aim of the contract to be signed as a result of this procurement is to procure provision of in-house unclassified (Lot 1) and classified (EUCI – Lot 2) administrative support services at EUSPA's Head-quarters and EUSPA sites. The objective is to establish Framework Contracts in cascade with maximum 2 (two) Contractors per lot that will ensure continuous availability of the services during contract implementation and the existence of a back-up solution. The framework service contracts will be implemented through specific contracts.

Procedure identifier: f0f54f70-0b69-4975-92ef-e66bc8a20009

Internal identifier: EUSPA/PRG/2026/OP/0003

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 75120000 Administrative services of agencies

2.1.2 Place of performance

Anywhere

Additional information: Please consult the procurement documents.

2.1.3 Value

Estimated value excluding VAT: 16 700 000 Euro

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

2.1.5 Terms of procurement

Terms of submission:

Maximum number of lots for which one tenderer can submit tenders: 2

Terms of contract:

Maximum number of lots for which contracts can be awarded to one tenderer: 2

2.1.6 Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

5 Lot

5.1 Lot technical ID: LOT-0001

Title: Unclassified administrative support services to EUSPA HQ

Description: The general aim of the contract to be signed as a result of this procurement is to procure provision of in-house unclassified administrative support services at EUSPA's Head-quarters (Prague/ Czech Republic). The objective is to establish Framework Contracts in cascade with maximum 2 (two) Contractors that will ensure continuous availability of the services during contract implementation and the existence of a back-up solution. The framework service contracts will be implemented through specific contracts.

Internal identifier: EUSPA/PRG/2026/OP/0003-LOT-1

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 75120000 Administrative services of agencies

5.1.2 Place of performance

Anywhere

Additional information: Please consult the procurement documents.

5.1.3 Estimated duration

Duration: 48 Month

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: 11 000 000 Euro

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 threshold criterion: Weight (percentage, exact)

Award criterion number: 60

Criterion:

Type: Price

Description: Please consult the procurement documents.

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

Award criterion number: 40

5.1.11 Procurement documents

Deadline for requesting additional information: 13/03/2026

Address of the procurement documents: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/tender-details/f0f54f70-0b69-4975-92ef-e66bc8a20009-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/f0f54f70-0b69-4975-92ef-e66bc8a20009-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=f0f54f70-0b69-4975-92ef-e66bc8a20009>

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: 23/03/2026 17:00 +01:00

Deadline until which the tender must remain valid: 9 Month

Information about public opening:

Opening date: 24/03/2026 11:00 +01:00

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: 2

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

Organisation providing more information on the review procedures: European Union Agency for the Space Programme

5.1 Lot technical ID: LOT-0002

Title: Security-related administrative support services to all EUSPA sites

Description: The general aim of the contract to be signed as a result of this procurement is to procure provision of in-house classified administrative support services at EUSPA's Head-quarters (Prague/ Czech Republic) and EUSPA's sites (Saint-Germain-en-Laye/Paris/ France, Toulouse/ France, Madrid/ Spain). The objective is to establish

Framework Contracts in cascade with maximum 2 (two) Contractors that will ensure continuous availability of the services during contract implementation and the existence of a back-up solution. The framework service contracts will be implemented through specific contracts.

Internal identifier: EUSPA/PRG/2026/OP/0003-LOT-2

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 75120000 Administrative services of agencies

5.1.2 Place of performance

Anywhere

Additional information: Please consult the procurement documents.

5.1.3 Estimated duration

Duration: 48 Month

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: 5 700 000 Euro

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 threshold criterion: Weight (percentage, exact)

Award criterion number: 60

Criterion:

Type: Price

Description: Please consult the procurement documents.

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

Award criterion number: 40

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5.1.12 Terms of procurement

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Electronic submission: Required

Address for submission: <https://webgate.ec.europa.eu/digit/opsys/esubmission?cftUuid=f0f54f70-0b69-4975-92ef-e66bc8a20009>

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Electronic catalogue: Not allowed

Deadline for receipt of tenders: 23/03/2026 17:00 +01:00

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Terms of contract:

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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: 2

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

Organisation providing more information on the review procedures: European Union Agency for the Space Programme

8 Organisations

8.1 ORG-0001

Official name: European Union Agency for the Space Programme

Registration number: EUSPA

Department: EUSPA.OED - EXECUTIVE DIRECTOR,EUSPA.OED.ADM - ADMINISTRATION,EUSPA.OED.ADM.LEG - LEGAL AND PROCUREMENT

Postal address: Janovského 438/2, Prague 7 – Holesovice

Town: Prague

Postcode: 170 00

Country subdivision (NUTS): Hlavní město Praha (CZ010)

Country: Czechia

Email: tenders@euspa.europa.eu

Telephone: +420 234 766 000

Internet address: <https://www.euspa.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 Niedergrünewald

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: tenders@euspa.europa.eu

Telephone: +32 2 299 11 11

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

Roles of this organisation:

TED eSender

10 Change

Version of the previous notice to be changed: a5359ff2-2d83-4122-b3f6-ea349b124d07-01

Main reason for change: Information updated

Description: Extension of deadline

Notice information

Notice identifier/version: 0424797a-05cd-469b-8e96-dd61f73076d7 - 02

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice dispatch date: 05/03/2026 14:46 +01:00

Languages in which this notice is officially available: English