

## **Prior Information in relation to low value contracts < €60,000**

### **Title: Unit J.4 Common IT Service Teambuilding**

This publication is made pursuant to Article 124 of the Rules for Applications of the Financial Regulation that provides for ex ante publication on the Institutions' websites of contracts with a value up to €60 000.

DG Research and Innovation is launching a low value contract in relation to the following subject: "**RTD-J4-2014-01-TEAMBUILDING**"

#### ***Summary***

DG RTD/Unit J.4 requires an inspiring and motivational workshop to its staff. The size of the Unit (200 persons) and the variety of profiles and tasks it carries out, often precludes staff from getting to know each other. The workshop should provide the opportunity for networking and connection. The contractor shall design, organise and deliver an interactive teambuilding activity as part of the workshop, in order to nurture teamwork, respect, inclusion and enthusiasm. As it should involve all participants, the activities should not be dangerous or extremely physically challenging.

#### ***Selection criteria***

Quality of the organisation  
Quality of the proposed Activity  
Quality of the variety in catering

***Estimated amount*** : EUR 25,000

***Estimated launching date***: 16/09/2014

Economic operators interested in participating in this call for tenders may express their interest by writing to [RTD-IT-TENDERS@ec.europa.eu](mailto:RTD-IT-TENDERS@ec.europa.eu) not later than 12/09/2014. Please indicate in the Subject "RTD-J4-2014-01-TEAMBUILDING". An acknowledgement of receipt will be sent to interested bodies by the EC services in charge of the procedure. Only the candidates invited by the contracting authority will be admissible to participate in this procedure. The personal data collected in relation to this prior information notice shall be made available on request to the various services of DG RTD and will be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Any entity having expressed its interest shall have the right of access to his/her personal data and the right to rectify any such data that is inaccurate or incomplete. Should you have any queries concerning the processing of your personal data, they should be addressed to [RTD-IT-TENDERS@ec.europa.eu](mailto:RTD-IT-TENDERS@ec.europa.eu).

Any entity shall have right of recourse at any time to the European Data Protection Supervisor