

Ex-ante publicity notice - negotiated procurement procedure

Subject : Venue for the SRB Away Day
Ref : SRB/NEG/41/2024

Purpose of the tender:

Purpose of the launch of this negotiated procedure is the signature with one economic operator, that provides a location with different rooms and outdoor spaces on 19th June 2025 (8:00 – 18:30).

The SRB would like to organise its staff event for around 550 persons on that day in/around Brussels¹ and is looking for a company that provides:

- A large meeting room which can accommodate around 550 persons and a podium for 6 speakers;
- At least 6 breakout rooms for 25 persons;
- One room for lunch which can accommodate around 550 persons;
- Terrasse for the cocktail which can accommodate around 550 persons;
- Provision of technical equipment/technicians;
- Additional services such as parking for 150 cars, relevant staff, access to the location a day before the event

Please note that the catering services itself will be done in a separate procedure in agreement with the winning tenderer.

The event will consist of working sessions during the day combined with some networking activities.

This invitation to tender contains the specifications and the description of the services to be delivered and the delivery procedures.

Background information

The Single Resolution Board (hereinafter referred to as the SRB) is a key element of the Banking Union and its 'Single Resolution Mechanism' (SRM). The SRB is the European resolution authority for the Banking Union and based on the Regulation (EU) No. 806/20141 (hereinafter referred to SRM-Regulation or ('SRMR') an independent EU agency. It has been set up at the beginning of 2015 and has built up its internal resources and is fully operational since January 1, 2016.

Description of the procedure:

Ex-ante publicity is the first stage of a negotiated procurement procedure below the Directive threshold with minimum 3 candidates, through which the Agency may award the abovementioned contract.

¹ The 19 municipalities of Brussels and the surrounding areas



The aim of this notice is to support the SRB in the selection of the tenderers who will be invited to submit a tender for the contract, in order to provide the services described above.

Economic operators interested in taking part in this tender must be able to provide the location with its rooms mentioned. They should send an e-mail expressing their interest by **16/12/2024, 16:00 o'clock Brussels time** to SRB-PROCUREMENT@srb.europa.eu. Further specific information (Invitation to tender and technical specifications) will be communicated to all interested economic operators.

It should be noted that the SRB reserves the right not to launch the negotiated procedure. This decision shall be communicated accordingly.

SRB PROCUREMENT