



# THE EUROPEAN ENVIRONMENT AGENCY

September 1999

Dear Sir/Madam,

## CALL FOR TENDER: EEA/OIPI/99/007

The Agency continuously improves its internal computing environment and its external information services. For this purpose hardware, software, and services are acquired regularly. There is a clear need to supplement the Agency's own capacity in this area with that of an external provider of information technology products and services.

To assist us in this, we would like to enter into a framework contract with a company able to undertake the work specified in the annexes to this letter.

We hereby invite you to submit an offer for the tasks described by **3 November 1999** to:

European Environment Agency  
Att.: Mr Hannu Saarenmaa  
Kongens Nytorv 6  
DK-1050 Copenhagen  
Denmark

In case you have any questions, please contact Hannu Saarenmaa through e-mail ([hannu.saarenmaa @eea.eu.int](mailto:hannu.saarenmaa@eea.eu.int)) or phone (+45 33 36 71 15).

Looking forward to hearing from you soon.

Yours faithfully,

Jef Maes  
Programme Manager  
Operational Infrastructure, Publications and Information

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|-------------|------------|--|
| Enclosures: | Annex I:   | Procedure for submitting an offer                |
|             | Annex II:  | Technical specifications for the call for tender |
|             | Annex III: | Identification sheet                             |
|             | Annex IV:  | Draft framework contract                         |
|             | Annex V:   | General conditions applicable to contracts       |
|             | Annex VI:  | Reimbursement of travel expenses                 |

(N.B. Further information on the EEA and its products can be found on the EEA website: <http://www.eea.eu.int>)