



### CONTRACT FORECAST NOTICE

Choose one category only - works, supplies or services.

- Works
- Supplies
- Services

**Contract title:**

**Location:**

Area/region: *Select region(s)  
[(multiple) regions can  
be selected/unselected  
by holding down the  
CTRL key while  
selecting; use the Clear  
button to empty the  
selected regions field]*

*(selected  
regions)*

Other:

Country/countries: *Select country/countries  
[(multiple) countries  
can be selected/  
unselected by holding  
down the CTRL key  
while selecting; use the  
Clear button to empty  
the selected countries  
field]*

*(selected  
countries)*

Other:

**Common Procurement Vocabulary (CPV) - describes subject of procurement contract**

For more information about CPV codes, see FAQ, available at: [http://ec.europa.eu/europeaid/work/funding/documents/cpv\\_guide\\_en.pdf](http://ec.europa.eu/europeaid/work/funding/documents/cpv_guide_en.pdf)

To fill in a CPV code or a supplementary vocabulary do the following:

- Specify a search text, e.g. "software", in the 'Search for' field and click the '<Search' or 'Search>' button to find the previous or next entry containing the search text. The found entry is shown and selected in the list box above the 'Search for;' field.
- You can also browse through the entry list using the scrollbar (Adobe reader or Acrobat 9) or entry by entry by clicking the 'Up' or 'Down' buttons (Adobe Reader or Acrobat 8).
- When you have selected the right CPV code or supplementary vocabulary just click the corresponding '<<<' button below to transfer it to the proper main or additional object field. An object field can be cleared by clicking the corresponding 'Clear' button.

**Search for CPV codes**

Search for:

**Search for supplementary vocabulary**

Search for:

**Main vocabulary (ddddddd-d)**

**Supplementary vocabulary (XXdd-d)**

**Main object**

**Additional object(s)**

1) PUBLICATION REFERENCE (*EuropeAid/xxxxxx/x/xxx/xxxxx*)

2) PROCEDURE

- Open (*for works and supplies only*)  
 Restricted (*for services and works*)  
 Competitive dialogue

3) PROGRAMME

<input type="radio"/> IPA	<input type="radio"/> DCI	<input type="radio"/> NSI	<input type="radio"/> ICI	<input type="radio"/> ENPI	<input type="radio"/> EIDHR	<input type="radio"/> IfS	<input type="radio"/> 9th or 10th EDF
<input type="radio"/> Other:	<input type="text"/>						

4) FINANCING

- Budget line  
 Financing agreement  
 Other:

5) CONTRACTING AUTHORITY

- (*Centralised procedure*)

- (*Decentralised procedure*)

The beneficiary:

6) NATURE OF CONTRACT (*for Service Contract Forecast only*)

- 

7) CONTRACT DESCRIPTION

*Recommended max 10 lines but up to 20 should be possible.*

8) NUMBERS AND TITLES OF LOTS

The contract is divided into lots:

No, one lot only.

Yes, number of lots:  (MIN=2 MAX=20)

*If more than one lot:*

**LOTS    TITLES**

01

02

03

04

05

06

07

08

09

10

11

12

13

14

15

16

17

18

19

20

**9) BUDGET** *(for Service Contract Forecast only)*

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**10) INTENDED TIMING OF PUBLICATION OF PROCUREMENT NOTICE**

Month (*mm*)

Year (*yyyy*):

**11) ADDITIONAL INFORMATION**

**12) LEGAL BASIS**

*Regulation or other instrument under which this contract is to be financed.*

BUDGET:

9th or 10th EDF:

Other:

**13) DATE OF DISPATCH OF THIS NOTICE**

Date :

*(dd/mm/yyyy, automatically filled when saving the form)*

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**Remarks:**

There must be a minimum period of 30 calendar days between the publication of this contract forecast and the publication of the corresponding procurement notice.

No applications or requests for information should be sent at this stage.