

PROPERTY PROSPECTING NOTICE

– *Office* –

Reference: DELKAZA/2026/003

GENERAL INFORMATION

This notice is intended to inform property market participants as well as any other interested economic operators about the property needs of the Delegation of the European Union to the Republic of Kazakhstan (the 'Delegation') in Astana, Kazakhstan, and to collect information on properties and projects within a defined perimeter.

The Delegation is looking for office space in Astana, Kazakhstan located:

- Ideally, the property should be located in the centre of Astana, preferably in Esil district. It is essential that the offices are easily accessible; therefore cul-de-sacs, one-way or other locations with restricted access must be avoided.
- The building should have a location with a good visibility and present an appropriate representative image. It should be ideally located close to other embassies and local ministries.
- Access to public transport should be possible within a 10 minutes' walk.

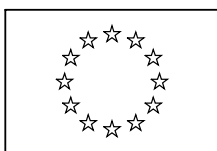
The premises/building's total aboveground gross surface area required is between 1250 minimum size m² and 1400 maximum size m². Said area should include all corridors, entrance hall, reception area, and internal staircases/elevators but exclude parking bays and areas exclusively dedicated to technical equipment.

The premises/building required to meet the Delegation's needs should preferably:

- be completed (or nearing future completion) and available for occupation by February 2027 at the latest. Projects may also be considered, if appropriate;
- be fitted out for office space. Base buildings (shell and core) may also be considered if the owners offer to fit them out as required before occupation by the Delegation;
- comply with the standard building specifications of the European Commission (http://ec.europa.eu/oib/pdf/mit-standard-building-specs_en.pdf);
- be suitable for accommodating 40 members of staff in single/shared offices and/or open spaces;

The general state of the property should meet the following requirements:

- New or recent building in excellent condition;
- Solid construction;
- If possible, already fitted out office space; if not, fitting-out works to be carried out by the owner of the premises is a preferred option rather than fitting out by the Delegation;

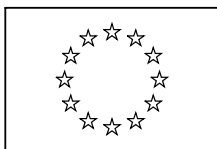


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- Sufficient natural light is a pre-requisite for the offices; rooms without windows can only be foreseen for archiving, photocopying, etc.;
- Appropriate heating, ventilation and air-conditioning system installed;
- Easy access for wheel chairs;
- Garage for at least 20 vehicles.

The proposed building contract will be, as the case may be, either a lease agreement or a purchase and sale agreement executed in the name of the European Union (the 'EU'). The contracting authority will be the European External Action Service (the 'EEAS').

The administrative section of the Delegation will serve as contact point for property market participants and other interested economic operators. For further information, please contact the administrative section by email at delegation-kazakhstan-hoa@eeas.europa.eu



PURPOSES OF PROSPECTING THE LOCAL MARKET

This notice aims to collect information about properties and projects which can meet the Delegation's aforementioned needs. The information collected will be used to identify those properties (or projects) suitable to the Delegation's needs.

If, on the basis of the information collected, the Delegation considers that all or part of the properties (or projects) offered can effectively meet its needs, it may launch a procurement procedure in accordance with Regulation (EU, Euratom) 2024/2509 of the European Parliament and of the Council of 23 September 2024 on the financial rules applicable to the general budget of the Union (recast).

This publication does not constitute, nor should it be construed as, a commitment on the part of the EEAS in its procurement procedures.

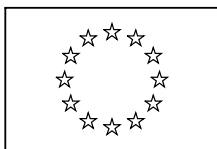
NOTIFICATION

All property market participants and other interested economic operators owning or holding any property (or project) which can meet the Delegation's needs are encouraged to notify the Delegation, by close of business on **22.05.2026**, using one of the following methods:

- registered delivery, as evidenced by the postmark, to the following address:
Delegation of the European Union to the Republic of Kazakhstan
Postal address: Astana, 62 Kosmonavtov street, 7th floor
To the attention of: The Head of Administration
Subject: Property prospecting notice (ref. DELKAZA/2026/003) – Notification
- hand delivery (in person or by any party representing the economic operator, or by courier) to the following address:
Delegation of the European Union to the Republic of Kazakhstan
Postal address: Astana, 62 Kosmonavtov street, 7th floor
To the attention of: The Head of Administration
Subject: Property prospecting notice (ref. DELKAZA/2026/003) – Notification
Office hours: 09:30 – 17:00, Monday to Friday (except national holidays)
- electronic delivery to the following address:
delegation-kazakhstan-hoa@eeas.europa.eu
To the attention of: The Head of Administration
Subject: Property prospecting notice (ref. DELKAZA/2026/003) – Notification

Only those notifications received by the deadline stated above and including the following information at least will be deemed as valid and considered by the Delegation:

- Identity of the owner/holder of the premises/building;
- Detailed description of the premises/building (including exact size of net surface area);
- Status of completion of the premises/building;



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- Whether the premises/building are ‘*for sale*’ and/or ‘*for rent*’.