



## PROPERTY PROSPECTING NOTICE

– Office –

Reference: 01-2025

### 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 Norway (the 'Delegation') in Oslo, NORWAY, and to collect information on properties and projects within a defined perimeter.

The Delegation is looking for office space in Oslo, NORWAY, located in the following districts/areas:

- Sentrum / Vika/ Aker Brygge; or
- Frogner / Uranienborg / Majorstuen.

The premises/building's total aboveground net surface area required is between 500 m<sup>2</sup> and 700 m<sup>2</sup>. 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.

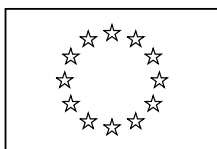
The premises/building required to meet the Delegation's needs should preferably:

- be completed (or nearing future completion) and available for occupation by **01.01.2027** 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](http://ec.europa.eu/oib/pdf/mit-standard-building-specs_en.pdf));
- be suitable for accommodating 14 members of staff in single/shared offices and/or open spaces;
- comprise a mixture of individual offices (at least 4), shared offices for 2-4 people and open space areas (entrance hall, reception area and kitchen). It should have a meeting room of approximately 120 m<sup>2</sup>, an archive/storage and IT room. It should be able to offer full access to disabled persons.

In addition, it should offer parking places for up to 5 cars. The location of the offices also has to allow for guests to be dropped off/ picked up easily.

The Delegation's building should convey an image of solemnity and reliability. It should provide a welcoming atmosphere for the personnel and visitors.

The Delegation's offices should therefore have a location with a good visibility and a building that presents an appropriate representative image.



The proposed building contract will be, as the case may be, a lease 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-norway-premises@eeas.europa.eu](mailto:delegation-norway-premises@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 **17.03.2025**, using one of the following methods:

- registered delivery, as evidenced by the postmark, to the following address:  
*Delegation of the European Union to Norway*  
*P.O.B. 1643 Vika, 0119 Oslo*  
*To the attention of: The Head of Administration*  
*Subject: Property prospecting notice (ref. 01-2025) – 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 Norway*  
*Klingenberggaten 7A, 0161 Oslo*  
*To the attention of: The Head of Administration*  
*Subject: Property prospecting notice (ref. 01-2025) – Notification*  
*Office hours: 09:00 – 17:00, Monday to Friday (except national holidays)*
- electronic delivery to the following address:  
[delegation-norway-premises@eeas.europa.eu](mailto:delegation-norway-premises@eeas.europa.eu)  
*To the attention of: The Head of Administration*  
*Subject: Property prospecting notice (ref. 01-2025) – Notification*



EUROPEAN UNION  
DELEGATION TO NORWAY

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;
- Whether the premises/building are '*for sale*' and/or '*for rent*'.