

**Germany – Recruitment services – PRO-2249868231 - Headhunting services**

OJ S 127/2025 07/07/2025

**Contract or concession notice – standard regime****Services**

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**1. Buyer****1.1. Buyer**

Official name: European Central Bank

Email: [procurement@ecb.europa.eu](mailto:procurement@ecb.europa.eu)

Legal type of the buyer: EU institution, body or agency

Activity of the contracting authority: Economic affairs

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**2. Procedure****2.1. Procedure**

Title: PRO-2249868231 - Headhunting services

Description: The European Central Bank (ECB) is seeking through this open procedure (1) suppliers for the provision of international executive search services for leadership roles and (2) suppliers for the provision of international search services for experienced professionals (the ?Deliverables?). The ECB intends to award a framework agreement (the ?Framework agreement?) to the suppliers offering the best value for money for the duration of four years per Lot. The envisaged number of Framework agreements to be awarded per lot is minimum three for Lot 1, and minimum three for Lot 2. The ECB reserves the right to award fourth Framework Contract for either one or both of the lots, in the event that the tender scoring of the third and fourth ranked tenderer are very close. In order to attract top talent for leadership and professional roles, which is diverse in particular with regard to genders and European Union nationalities, the ECB wishes to enter into Contracts with search companies which have an extensive expertise in international search for leadership and professional roles.

Procedure identifier: c24e5a09-4dfe-467b-9f73-9c16dc8e21e9

Internal identifier: PRO-2249868231

Type of procedure: Negotiated with prior publication of a call for competition / competitive with negotiation

The procedure is accelerated: no

Main features of the procedure: The tender procedure shall be open on equal terms to all natural or legal persons resident or located in the European Union and to all natural and legal persons resident or located in a country which has ratified the World Trade Organisation Agreement on Government Procurement or has concluded with the European Union a bilateral agreement on procurement under the conditions laid down in the said agreements. The tender procedure is conducted in accordance with Decision ECB/2016/2 laying down the rules on procurement (as amended), available at <https://www.ecb.europa.eu/ecb/legal/1001/procurement/html/index.en.html> And in EUR-Lex: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:02016D0002-20200501>. The detailed features and terms and conditions of the procedure can be found in the procurement documents.

**2.1.1. Purpose**

Main nature of the contract: Services

Main classification (cpv): 79600000 Recruitment services

Additional classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

### 2.1.2. Place of performance

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postcode: 60314

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

### 2.1.3. Value

Estimated value excluding VAT: 4 000 000,00 EUR

Maximum value of the framework agreement: 5 000 000,00 EUR

### 2.1.4. General information

Additional information: This tender procedure is conducted via the ECB's electronic tendering system (SAP Ariba) which can be accessed via the following internet address: <http://www.ecb.europa.eu/ecb/jobsproc/sourcing/html/index.en.html> If you have not used the ECB's electronic tendering system before, you need to register via the above link. Under the above link you also find user guides for detailed information on how to use the system and contact details for technical support. Should you require technical help when using the system, please raise a contact support request on the following website: <https://eu.service.cloud.ariba.com/Sourcing.aw>. Any other queries relating to this procurement procedure and the content of the procurement documentation shall be submitted as laid down in the procurement documentation itself.

Legal basis:

Other

<http://data.europa.eu/eli/dec/2016/245/2020-05-01> - Consolidated text: Decision (EU) 2016 /245 of the European Central Bank of 9 February 2016 laying down the rules on procurement (ECB/2016/2) (recast)

### 2.1.5. Terms of procurement

Terms of submission:

Maximum number of lots for which one tenderer can submit tenders: 2

Terms of contract:

Maximum number of lots for which contracts can be awarded to one tenderer: 2

### 2.1.6. Grounds for exclusion

Sources of grounds for exclusion: Procurement Document

## 5. Lot

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### 5.1. Lot: LOT-0001

Title: The provision of international search services for executive and professional levels

Description: Lot 1 encompasses searches for the below mentioned sample of leadership roles that could be requested: ? Chief Services Officer (salary band M) ? Director General (salary band L), Deputy Director General (salary band K), Director (salary band K), Head of Division (salary band J), Deputy Head of Division (salary band I), Head of Section (salary band I) ?

Other managerial or non-managerial positions with leadership responsibilities

Internal identifier: Lot 1 - International executive search services

#### 5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79600000 Recruitment services

Additional classification (cpv): 79000000

Business services: law, marketing, consulting, recruitment, printing and security

Options:

Description of the options: The contract is not subject to renewal.

#### **5.1.2. Place of performance**

Town: Frankfurt am Main

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

#### **5.1.3. Estimated duration**

Start date: 15/04/2026

Duration: 48 Months

#### **5.1.5. Value**

Estimated value excluding VAT: 2 400 000,00 EUR

Maximum value of the framework agreement: 3 000 000,00 EUR

#### **5.1.6. General information**

Reserved participation: Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not yet known

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

#### **5.1.9. Selection criteria**

Sources of selection criteria: Procurement Document

Criterion:

The criteria will be used to select the candidates to be invited for the second stage of the procedure

Information about the second stage of a two-stage procedure:

Minimum number of candidates to be invited for the second stage of the procedure: 5

The procedure will take place in successive stages. At each stage, some participants may be eliminated

The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations

#### **5.1.10. Award criteria**

Criterion:

Type: Quality

Description: Quality of the technical offer

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 60,00

Criterion:

Type: Price

Description: Financial offer

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 40,00

#### 5.1.11. Procurement documents

Address of the procurement documents: <https://eu.mu.ariba.com/uav/project/?token=c4855e89-5537-4512-bead-5195d77cf4f3>

Ad hoc communication channel:

Name: ECB e-tendering Platform

URL: <https://eu.mu.ariba.com/uav/project/?token=c4855e89-5537-4512-bead-5195d77cf4f3>

#### 5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://eu.mu.ariba.com/uav/project/?token=c4855e89-5537-4512-bead-5195d77cf4f3>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Variants: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of requests to participate: 11/08/2025 10:00:00 (UTC)

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Required

Electronic ordering will be used: yes

Electronic payment will be used: yes

#### 5.1.15. Techniques

Framework agreement:

Framework agreement, partly without reopening and partly with reopening of competition

Maximum number of participants: 4

Information about the dynamic purchasing system:

No dynamic purchase system

Electronic auction: no

#### 5.1.16. Further information, mediation and review

Mediation organisation: The European Ombudsman

Review organisation: European Central Bank - Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Information about review deadlines: Within 10 days of receipt of the notification in accordance with Article 34(1) or the first sentence of Article 34(3) of Decision ECB/2016/2 laying down the rules on public procurement. Further requirements are outlined in Article 39 of this Decision. A complaint to the European Ombudsman does not affect the deadline for lodging appeals.

Organisation providing additional information about the procurement procedure: European Central Bank

Organisation providing offline access to the procurement documents: European Central Bank

Organisation providing more information on the review procedures: European Central Bank

#### 5.1. Lot: LOT-0002

Title: The provision of international search services for executive and professional levels

Description: Lot 2 encompasses searches for the below mentioned sample of professional roles that could be requested: ? (Senior) Team lead or Lead Expert (salary band H) ? (Principal /Senior) Expert (salary band F/G)

Internal identifier: Lot 2 - International professional search services

### 5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79600000 Recruitment services

Additional classification (cpv): 79000000

Business services: law, marketing, consulting, recruitment, printing and security

Options:

Description of the options: The contract is not subject to renewal.

### 5.1.2. Place of performance

Town: Frankfurt am Main

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

### 5.1.3. Estimated duration

Start date: 15/04/2026

Duration: 48 Months

### 5.1.5. Value

Estimated value excluding VAT: 1 600 000,00 EUR

Maximum value of the framework agreement: 2 000 000,00 EUR

### 5.1.6. General information

Reserved participation: Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not yet known

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): no

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

### 5.1.9. Selection criteria

Sources of selection criteria: Procurement Document

Information about the second stage of a two-stage procedure:

Minimum number of candidates to be invited for the second stage of the procedure: 5

The procedure will take place in successive stages. At each stage, some participants may be eliminated

The buyer reserves the right to award the contract on the basis of the initial tenders without any further negotiations

### 5.1.10. Award criteria

Criterion:

Type: Quality

Description: Quality of the technical offer

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 60,00

Criterion:

Type: Price

Description: Financial offer

Category of award weight criterion: Weight (percentage, exact)

Award criterion number: 40,00

### 5.1.11. Procurement documents

Address of the procurement documents: <https://eu.mu.ariba.com/uav/project/?token=c4855e89-5537-4512-bead-5195d77cf4f3>

Ad hoc communication channel:

Name: ECB e-tendering Platform

URL: <https://eu.mu.ariba.com/uav/project/?token=c4855e89-5537-4512-bead-5195d77cf4f3>

#### **5.1.12. Terms of procurement**

Terms of submission:

Electronic submission: Allowed

Address for submission: <https://eu.mu.ariba.com/uav/project/?token=c4855e89-5537-4512-bead-5195d77cf4f3>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Variants: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of requests to participate: 11/08/2025 10:00:47 (UTC)

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Allowed

Electronic ordering will be used: yes

Electronic payment will be used: yes

#### **5.1.15. Techniques**

Framework agreement:

Framework agreement, partly without reopening and partly with reopening of competition

Maximum number of participants: 4

Information about the dynamic purchasing system:

No dynamic purchase system

Electronic auction: no

#### **5.1.16. Further information, mediation and review**

Mediation organisation: The European Ombudsman

Review organisation: European Central Bank

Organisation providing more information on the review procedures: European Central Bank

## 8. Organisations

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### **8.1. ORG-0001**

Official name: European Central Bank

Registration number: 0001

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postcode: 60314

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

Contact point: Central Procurement Office

Email: [procurement@ecb.europa.eu](mailto:procurement@ecb.europa.eu)

Telephone: +49 6913440

Internet address: <https://www.ecb.europa.eu>

Other contact points:

Official name: Procurement Review Body of the European Central Bank, c/o Legal Advice Team

Postal address: Sonnemannstrasse 22

Town: Frankfurt am Main

Postcode: 60314

Country subdivision (NUTS): Frankfurt am Main, Kreisfreie Stadt (DE712)

Country: Germany

Contact point: Legal Advice Team

Email: [LegalServices@ecb.europa.eu](mailto:LegalServices@ecb.europa.eu)

Telephone: +49 6913440

Fax: +49 6913446886

Internet address: <http://www.ecb.europa.eu>

**Roles of this organisation:**

Buyer

Organisation providing additional information about the procurement procedure

Organisation providing offline access to the procurement documents

Review organisation

Organisation providing more information on the review procedures

**8.1. ORG-0002**

Official name: The European Ombudsman

Registration number: 0002

Postal address: 1 avenue du Pr?sident Robert Schuman, CS 30403

Town: Strasbourg

Postcode: 67001

Country subdivision (NUTS): Bas-Rhin (FRF11)

Country: France

Contact point: The European Ombudsman

Email: [eo@ombudsman.europa.eu](mailto:eo@ombudsman.europa.eu)

Telephone: +33 388172313

Internet address: <https://www.ombudsman.europa.eu/en/home>

**Roles of this organisation:**

Mediation organisation

Notice information

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Notice identifier/version: 2a3c58ed-52cb-492e-89d2-4858681f1329 - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

Notice dispatch date: 04/07/2025 07:11:34 (UTC)

Languages in which this notice is officially available: English

Notice publication number: 438768-2025

OJ S issue number: 127/2025

Publication date: 07/07/2025