



Ambasciata d'Italia ad Ankara

## MARKET SURVEY NOTICE

**Subject: Negotiated procedure without prior publication of a contract notice for the award of the unarmed surveillance service of the Italian Embassy compound in Ankara and of the Italian Ambassador's Residence compound in Istanbul – Palazzo di Venezia – for the year 2026/2027, including the additional surveillance service for the Italian Republic Day celebrations to be held at the Ankara compound.**

The Italian Embassy in Ankara hereby gives notice that it intends to identify an economic operator to whom the unarmed surveillance service for the year 2026/2027 shall be awarded, pursuant to Article 50, paragraph 1, letter b) of Legislative Decree No. 36/2023, for the Italian Embassy compound in Ankara and the Palazzo di Venezia compound in Istanbul, including the additional surveillance service for the Italian Republic Day celebrations.

The present notice, to be understood as a preliminary market exploration/survey, is therefore aimed at receiving expressions of interest, which are non-binding for the Embassy, for the possible subsequent invitation to the procedure for the award of the above-mentioned services, in order to promote the broadest possible participation of qualified economic operators, in compliance with the principles of non-discrimination, equal treatment and transparency.

The Single Project Manager, pursuant to Article 15 of Legislative Decree No. 36/2023, is the Coordinator of the Administrative-Accounting Sector of the Embassy, Dr. Patrizia Fanelli, e-mail: [patrizia.fanelli@esteri.it](mailto:patrizia.fanelli@esteri.it) – [ankara.contabilita@esteri.it](mailto:ankara.contabilita@esteri.it).

### **Object and methods of performance of the services**

The contract that the Embassy in Ankara intends to conclude following an appropriate public procurement procedure shall include the following activities:

- Unarmed surveillance service of the Italian Embassy compound in Ankara and of the Italian Ambassador's Residence compound in Istanbul – Palazzo di Venezia – for the year 2026/2027, including the additional surveillance service for the Italian Republic Day celebrations to be held at the Ankara compound.

### **Duration of the services**

The above-described services shall be awarded for a period of one year, commencing presumably on 15 March 2026, without prejudice to any technical extension of the contract with the outgoing economic

operator for the time strictly necessary to complete the new award procedure (art.120, comma 11, D.Lgs. 36/2023).

### **Estimated value of the contract**

The contract value for the unarmed surveillance service for the year 2026/2027, including the additional surveillance service for the Italian Republic Day celebrations, is estimated at approximately Euro 545,000.00 (five hundred and forty-five thousand euros) net of VAT.

### **Participation requirements**

Participation in the procedure for the award of the services in question is reserved to operators not subject to exclusion on the basis of the grounds for exclusion set out in **Annex No. 1**.

### **Methods for submitting expressions of interest**

The expression of interest must be submitted by 1:00 p.m. on **9 February 2026** to the Italian Embassy in Ankara, by one of the following methods:

1. By registered post with acknowledgement of receipt. The envelope containing the documentation must bear the following wording: “Italian Embassy in Ankara - Unarmed surveillance service for the year 2026/2027 — Expression of interest for the award of services”, and must be sent to the following address: **İtalya Büyükelçiliği, Atatürk Bulvarı No. 118, 06680 Kavaklıdere – Ankara**;
2. By email to the address **patrizia.fanelli@esteri.it – contabilita.ankara@esteri.it**, specifying in the subject line: “Italian Embassy in Ankara - Unarmed surveillance service for the year 2026/2027 — Expression of interest for the award of services”.

The above deadline is final and peremptory; therefore, applications received after this deadline will not be taken into consideration. The interest must be expressed by submitting the following documentation:

- Application, to be drawn up in accordance with the model attached hereto (**Annex No. 2**), signed by the legal representative of the economic operator.

The Italian Embassy in Ankara assumes no responsibility in the event of non-delivery of communications due to incorrect indication of the address by the applicant, or due to failure or late notification of a change of address indicated in the application, nor for any disruptions attributable to third parties, fortuitous events or force majeure, nor for disruptions in electronic transmission or due to malfunction of the electronic mail system.

The present notice is solely for the purpose of market exploration and the expressions of interest received shall not be binding on the Italian Embassy in Ankara, which reserves the right, at its sole discretion, not

to select any application or to select the application(s) it deems preferable. No rights shall arise for the applicant merely by virtue of the submission of the expression of interest.

The Italian Embassy in Ankara also reserves the right not to proceed with the initiation of any award procedure, as well as the right to amend/supplement/revoke this notice at any time.

It is further specified that this notice does not initiate any award procedure and therefore no ranking/standings are envisaged.

The processing of the data submitted by interested parties shall take place in accordance with the provisions of Legislative Decree No. 196/2003 as amended and supplemented, solely for the purposes connected with the present procedure.

Any requests for clarification may be sent to the e-mail address [patrizia.fanelli@esteri.it](mailto:patrizia.fanelli@esteri.it) – [contabilita.ankara@esteri.it](mailto:contabilita.ankara@esteri.it).

**Annexes:**

- Grounds for exclusion (Annex No. 1);
- Application for expression of interest (Annex No. 2).

Ankara 27/01/2025

The Administrative-Accounting Sector Coordinator