



ONE-OFF CONTRACT (Oo)

HOW DOES IT WORK?

A One-Off Contract is a single stage process:

1. One Provider will be selected and the prices and the volume of 100% of the work/goods/services to be delivered will be fixed.

Why are One-Off Contracts used?

One-off contracts are used where a Provider is only needed for a single activity unlikely to be repetitive, and where the need of the Council of Europe (CoE) is concrete and finite. A one-off contract can in most cases only be concluded with a single Provider. Thus, the CoE is bound to receive goods, services or works from that particular Provider.

Duration

A One-Off contract lasts “until completion of the obligations of the parties”. A deadline (i.e. a given date, not a month) will be clearly stipulated for the delivery of each deliverable.

Selection and signature of the One-Off Contract

The One-Off contract will be signed by the selected Provider, following a procurement procedure.

