



Market Consultation

Parking Meters

Municipality of Leiden

Table of Contents

1	Introduction	3
1.1	Municipality of Leiden	3
1.2	Current Situation	3
1.3	Zero-Emission Zone	4
1.4	Question Formulation	4
1.5	Market Consultation	4
1.6	Planning	4
1.7	Procedure and Rules of Market Consultation	5
1.8	Presentation/Explanation of the Answers to the Questions	6
1.9	Consultation Questions	6
	<u>Appendix 1. Market Consultation Response Form – Parking Meters</u>	7
	Appendix 2 Market Consultation Questions – Parking Meters	8

1 Introduction

1.1 Municipality of Leiden

Leiden is a lively and historic city in the province of South Holland, known for its centuries-old university, canals, and rich culture. The municipality has over 130,000 residents and is compactly built, creating an energetic and urban atmosphere. Leiden is internationally recognized as a city of knowledge. Leiden University, the oldest in the Netherlands, and the Leiden Bio Science Park attract students, researchers, and companies from around the world. This results in a dynamic economy strongly driven by innovation, education, and science. At the same time, the historic city center is a place where past and present meet, with monumental buildings, museums, and the famous Hortus Botanicus.

The municipality is working on a future vision in which growth, sustainability, and livability are central. With plans such as “Leiden 2040,” the city aims to create space for new housing, good accessibility, and preservation of green areas, while maintaining Leiden’s unique character. In this way, Leiden remains a city where history, science, culture, and living come together in balance.

To ensure a smooth European tender procedure for parking meters for fiscal paid parking, we would like to assess how many and which market parties are interested in the assignment for the supply, installation, and second-line maintenance of approximately 150 to 200 parking meters in the center of Leiden. In addition, we want to explore which conditions the market can and is willing to accept regarding this assignment, what requirements we can set for the market parties and their products and services, and to what extent the market could meet them.

A tender procedure is expected in Q3 or Q4 of 2026.

1.2 Current Situation

To keep the city accessible, the municipal council adopted the new Parking Vision for Cars and Bicycles Leiden 2020–2030 on 16 July 2020. This vision describes how the municipality intends to organize car and bicycle parking, considering future developments and the various interests involved. The new parking policy contributes to better use of scarce space for additional housing and green areas, business activity, and recreation in the city.

The Parking Vision foresaw the expansion of regulated parking (paid parking) in the city. This expansion has taken place in recent years. Regulated parking has been introduced in the districts Hoge Mors, Boshuizen, Fortuinwijk, Oostvliet, Klein Cronestein, Meerburg, and Vlietpoort. After this expansion, regulated parking applies throughout Leiden, except in Merenwijk, Waardeiland, Roomburg, and Stevenshof. As a result, the number of regulated parking spaces has increased by approximately 7,400 to a total of 32,000. For this expansion, about 130 parking meters were installed in the new districts following a European public tender.

In the districts where paid parking has already been introduced, about 214 parking meters are currently in place. These are outdated. The municipality wishes to replace these meters to maintain regulated parking. Parking meters are necessary because parking tax is a municipal tax. To comply with parking tax, parking meters are required, as taxpayers must be able to pay the tax without hindrance. This is laid down in Article 234 of the Municipal Act. It states that the (parking) tax must be paid through a tax declaration.

The second paragraph of this article states that compliance “by declaration” is only recognized as: “Activating a parking meter or parking machine at the start of parking in the prescribed manner and in accordance with the regulations set by the municipal executive.” This means that new parking meters are necessary for the expansion of parking regulations in Leiden. Approximately 150 to 200 parking meters are expected to be required.

1.3 Zero-Emission Zone

As of 1 January 2025, the zero-emission zone for freight and delivery transport in Leiden will be in effect. This means that only clean vehicles for goods transport will have access to the city center and the Station Square area. All contractors must comply with these regulations. More information can be found on the Municipality of Leiden’s website: [Zero-emissiezone – Gemeente Leiden](#)

Note: Part of the replacement work for the parking meters will take place within this zone.

1.4 Question Formulation

The Municipality of Leiden wishes to explore the interest of parking meter suppliers to determine whether a European public tender procedure is necessary for this replacement or whether a voluntary transparency procedure can be used, as this market appears to be very limited. For this reason, we want to explore the market’s interest in this assignment and establish which conditions the market can and is willing to accept, what requirements we can set for the market parties and their products and services, and to what extent the market could meet them.

In this context, the municipality invites market parties to participate in a market consultation in which they are asked to provide their views on the supply and maintenance of parking meters and a management system. Several questions have been formulated for this purpose (Appendix 2 Market Consultation Questions), which we kindly ask you to answer.

1.5 Market Consultation

We ask you to review this document. If you have questions about the document and/or the consultation questions, you may submit them no later than [date/time] via the TenderNed messaging module. Your questions and our answers will be posted (anonymized) on TenderNed. All information you provide will be treated confidentially. A brief report with the main findings will be prepared at the end of the market consultation and made available via TenderNed. No rights can be derived from the information provided in the context of this market exploration.

1.6 Planning

Omschrijving / Fase	Datum
Distribution of questionnaire	20 November 2025
Deadline for submitting questions by market parties	2 December 2025
Municipality of Leiden sends answers to submitted questions	8 December 2025
Deadline for submitting answers to consultation questions	15 December 2025
Informing invited parties	19 December 2025
Presentation/explanation (physical) by max. 4 selected candidates	13 or 14 January 2026
Publication of consultation results	26 January 2026
Indicative start of possible tender procedure	Q3 or Q4 2026

1.7 Procedure and Rules of Market Consultation

Data exchange takes place via the TenderNed messaging module.

The contact person for the market consultation is Tim Wijnands (procurement advisor, Municipality of Leiden). He can be reached at 0634364807 for clarification.

- a. The market consultation starts with the publication of this document on TenderNed through a prior announcement.
- b. Market parties could ask questions about unclear wording in this document to ensure transparency, using the questionnaire in the appendix.
- c. Anonymized answers to the questions will be shared with all interested market parties via TenderNed.
- d. Market parties wishing to participate are requested to submit their answers to the consultation questions before the deadline mentioned in section 1.5.

This market consultation is not part of the tender procedure. Participation is voluntary and has no effect on the outcome of any subsequent tender procedure. The market consultation should not be considered as an invitation to participate in the bidding process.

Parties participating in the market consultation are not entitled to reimbursement for any costs incurred in the context of the market consultation. The Municipality of Leiden reserves the right to:

1. Adjust the planning as outlined in this document at its discretion;
2. Conduct the market consultation and subsequent tender in a different manner than described;
3. Terminate the market consultation and/or tender procedure in whole or in part.

Furthermore:

1. No rights can be derived from the information provided. The information may differ from that provided later in the tender procedure.
2. Participation in the market consultation does not affect opportunities for participation in a possible tender procedure.
3. By participating, the market party declares agreement with the stated conditions.

1.8 Presentation/Explanation of the Answers to the Questions

On 13 and 14 January 2026, the Municipality of Leiden has reserved time to receive explanations of the answers to the consultation questions. Due to limited time, a maximum of 4 parties will be invited to give a presentation/explanation (max. 1.5 hours) in which they elaborate on the arguments/motivation behind their answers. The municipality will decide which parties to invite.

The presentation will take place – in consultation with the invitees – either via Teams or physically in Leiden. The final arrangement will specify the location and format.

Reserved time slots for 13 or 14 January 2026:

8:30 - 10:00 hour;
10:30 - 12:00 hour;
13.00 - 14:30 hour;
15:00 - 16:30 hour;

The municipality will inform the invited parties on 19 December 2025.

1.9 Consultation Questions

See Appendix 2 for the consultation questions.

Appendix 1. Market Consultation Response Form – Parking Meters

Please submit this completed form via the TenderNed messaging module **no later than 15 December 2025**.

The form below must be completed and attached to the answers to the market consultation questions.

Company Information	
Official name and legal form of interested party	
Registered address	
Postal code and city	
Mailing address	
Postal code and city (mail address)	
Country of establishment of interested party	
Contact person for this market consultation	
Position of contact person	
Telephone	
E-mail address	
Website	
Any remarks and/or special features	

Appendix 2 Market Consultation Questions – Parking Meters

This appendix has been added as a separate document via TenderNed.