



WINNING PUBLIC SECTOR CONTRACTS

Outline

- Why work with the public sector?
- How is public procurement structured?
- What are the thresholds?
- Where are tenders advertised?
- How are tenders received evaluated?
- What supports are available for small businesses?

WHY WORK WITH THE PUBLIC SECTOR?

Did you know?

- The public service will spend around **€8.5 billion** on goods & services every year
 - that's roughly €23.5m every day

- This doesn't include capital expenditure

Organising The Public Service

- Multiple public bodies buying similar goods and services
- Speak with 'One Voice'
- Value for Money for the tax payer
- Establishment of the Office of Government Procurement
- All public service procurement

OGP Led Categories

- Professional Services
- Facilities Management and Maintenance
- Utilities
- ICT and Office Equipment
- Marketing, Print and Stationery
- Travel and HR Services
- Fleet and Plant
- Managed Services

Sector Led Categories

- Local Government
 - Minor Building Works & Civils
 - Plant Hire
- Health
 - Medical Professional Services
 - Medical and Diagnostic Equipment and Supplies
 - Medical, Surgical and Pharmaceutical Supplies
- Defence
 - Defence and Security
- Education
 - Veterinary and Agriculture
 - Laboratory, Diagnostics and Equipment

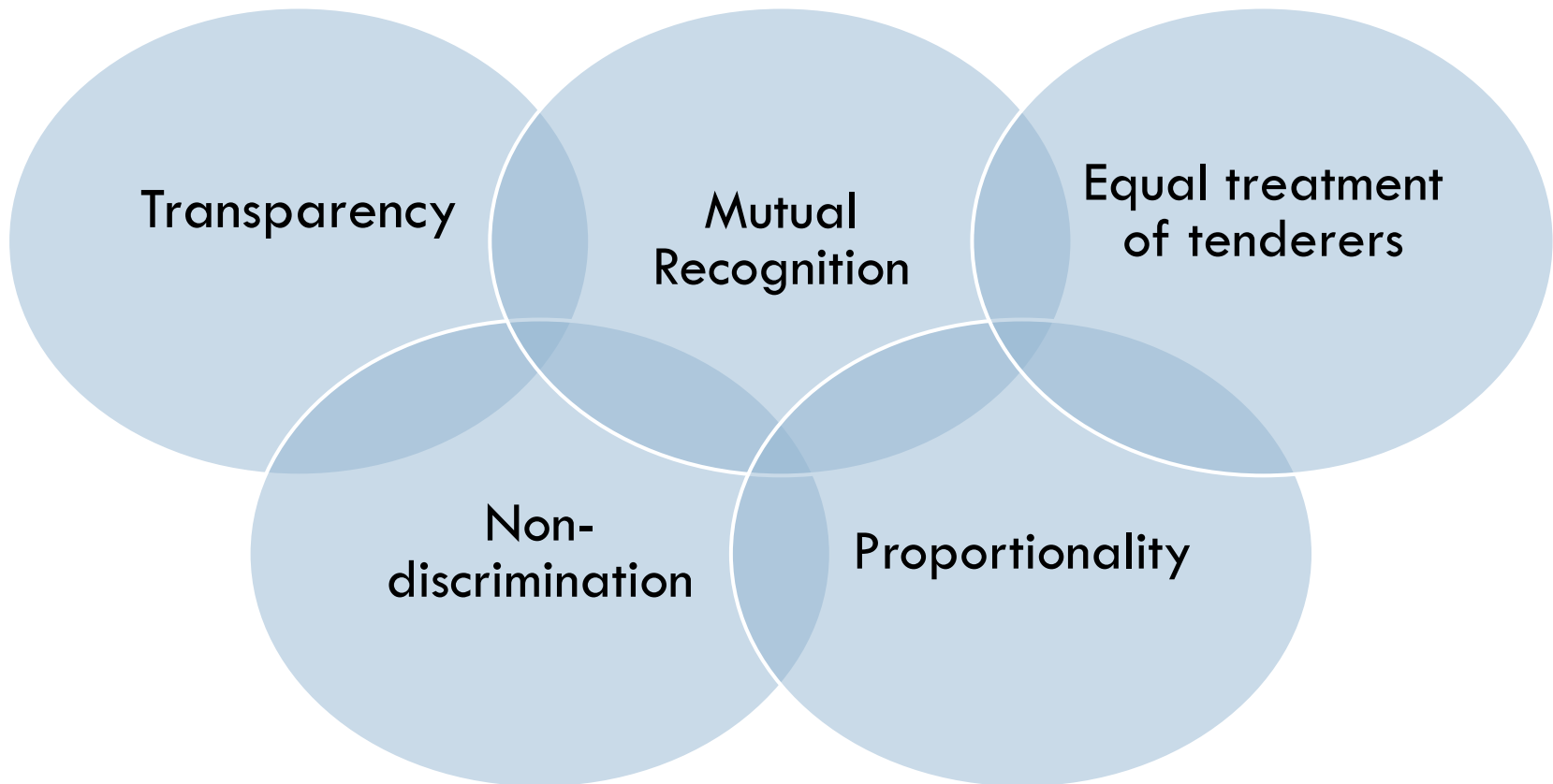
Advantages of winning a public sector contract:



- Continuous demand
- Local/regional
- Prompt payment
- Business improvement

HOW IS PUBLIC PROCUREMENT STRUCTURED?

Principles guiding Public Procurement



Legal Background

- European Treaties
- European Directives
- National Rules & Guidelines
- Common Law
- Local Guidelines & Circulars

New Directives

Already A Government Policy

- Not yet law – but policy
- Aimed at supporting SMEs
 - ▣ Smaller lots
 - ▣ Consortium or joint bids
 - ▣ Greater use of open tendering
 - ▣ Reduced turnover requirements
 - ▣ Support innovation

Thresholds

- Less than €25,000:
 - Quotations requested
 - Subject to local guidelines

- €25,000 + to the EU Thresholds (€200,000 for Works)
 - Advertise on eTenders

EU Thresholds

Advertise in OJEU

Public Body	Works	Supplies Services
Central Government	€5,548,000	€1 44,000
Non-Central Government (incl. local authorities)	€5,548,000	€221,000
Utilities	€5,548,000	€443,000

What is a Framework?

- An arrangement with suppliers
- Supply goods, services and works
- Agreed conditions
- Specified period of time – max. 4 years
- Single supplier framework
- Multiple supplier framework

Tendering Procedures

- ❑ Open
 - ❑ Single stage procedure

- ❑ Restricted
 - ❑ Two stage process
 - ❑ Those who meet minimum requirements invited to tender.
 - ❑ Minimum Number Invited to Tender (5)

- ❑ Competitive Dialogue – Very Rare
 - ❑ Very complex requirements/specialist
 - ❑ Provides more flexibility in the process

- ❑ Negotiated – Very Rare
 - ❑ RFT issued and responses form basis of negotiation

WHERE ARE TENDERS ADVERTISED?

Where are tenders advertised?

□ www.etenders.gov.ie

The screenshot displays the eTenders website interface. At the top, there is a dark green header with the 'eTenders' logo on the left and search options for 'Advanced search', 'Latest CTFs', and 'Latest Notices' on the right. Below the header is a large banner image of a city waterfront at sunset with the text 'eTenders connects public sector buyers with suppliers who want to sell to Government'. The main content area is divided into several sections: 'Register a Contracting Authority' and 'Register a Supplier' buttons; a row of four informational cards for 'Videos', 'Short User Guides', 'How to submit a Tender Response - quick guide', and 'How to publish a Notice'; and 'FAQ' and 'Contact us' buttons. On the right side, there are two news sections: 'IMPORTANT NEWS' and 'LATEST NEWS', each containing a list of recent updates with dates and titles.

IMPORTANT NEWS	
14 NOV 24	IMPORTANT UPDATE ON EFORMS - Software updated to the latest version
14 NOV 24	IMPORTANT NEWS - UPDATE TO ETENDERS USER INTERFACE - 11 Nov 2024
10 NOV 24	GPP Criteria Search
09 NOV 24	Tenders Advisory Service (TAS)
09 NOV 24	Notice in relation to the eTenders Legacy Platform

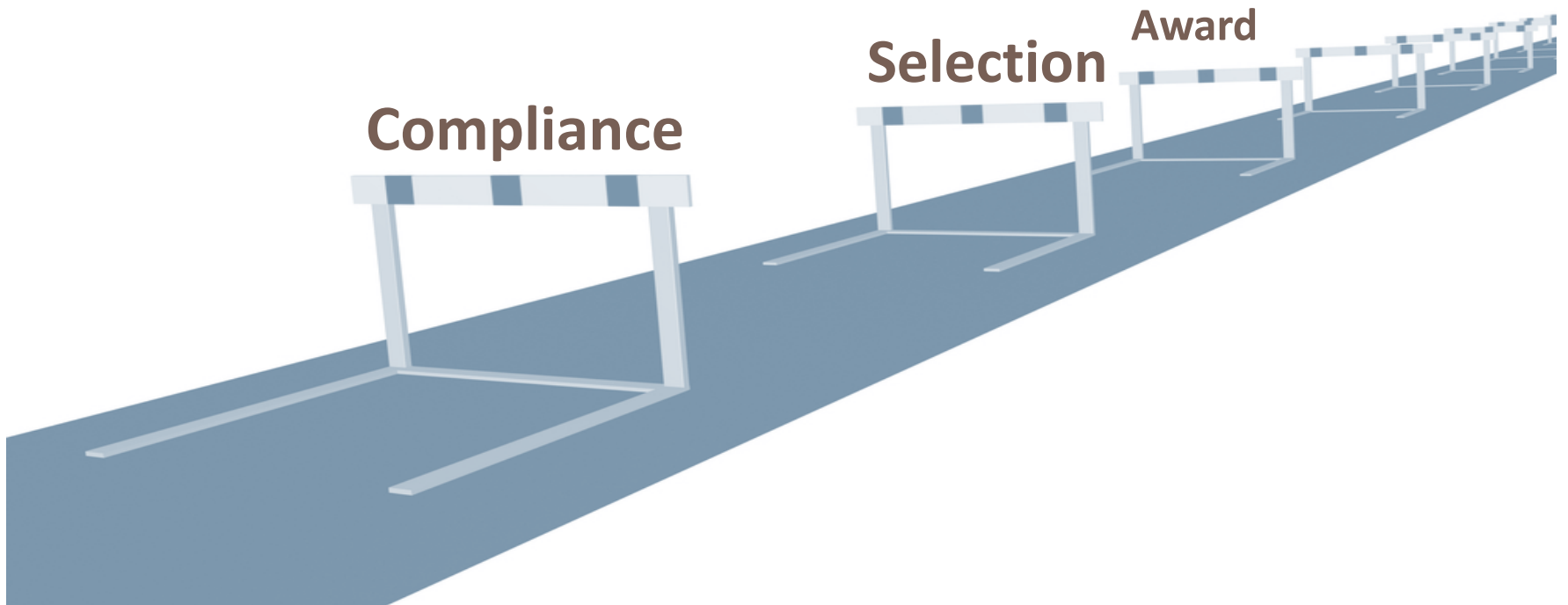
LATEST NEWS	
09 NOV 24	IMPORTANT NOTE: Revised EU Thresholds will take effect from 1st January 2024
09 NOV 24	Publication of Opportunities and approaches for Sustainable Public Procurement
19 FEB 24	IMPORTANT NOTE - eForms Standard has been updated to the latest version
18 OCT 23	IMPORTANT NOTE: Information on eForms - changes to electronic notices for public procurement on eTenders
12 JUL 23	Important Notice for Managers of DPS Competitions
05 JUL 23	ESPD Guidance for Contracting Authorities
05 JUL 23	ESPD Guidance for Suppliers
04 JUL 23	Important Information for Suppliers to the HSE
22 MAY 23	Searching for notices published on the OLD eTenders platform
19 MAY 23	IMPORTANT NOTICE - Please read this notice if you previously had an account on the old eTenders p

THE PROCESS – SHOULD YOU TENDER?

Tips for Responding to Tenders

1. Read the Call for Tender carefully
2. Decide if the tender is suitable for your company
3. Answer all the questions
4. Pay attention to the weightings attached to the selection & award criteria
5. Include all the required documentation
6. Submit your application by the closing date

Evaluation Process



Evaluation Process - Compliance

- Abnormally low tender
- Clarifications
- Debriefing
- Formula for price

$$= \frac{\text{(Number of marks awarded for price X lowest tendered price)}}{\text{Actual tender price being evaluated}}$$

- Lowest tendered price will receive full marks
- Evaluation report

Evaluation Process - Selection

- The selection criteria permitted are:
 - Economic and financial standing
 - Professional and technical knowledge or ability
 - Quality assurance standards
 - Environmental management standards
 - Objective non-discriminatory short-listing criteria

- **Only tenderers qualified in accordance with selection criteria will proceed to be evaluated under award criteria**

Evaluation Process - Award

- Lowest Price or MEAT

- MEAT - Most Economically Advantageous Tender
 - Price
 - Quality
 - Technical merit
 - Environmental characteristic
 - Service & technical assistance
 - Delivery terms

- Weighting criteria for MEAT must be clear

What's a Standstill Period

- The standstill notice must give sufficient information to enable an unsuccessful bidder to decide whether there are grounds for seeking a review

- Standstill Period (OJEU contracts)
 - 14 calendar days – standstill notice sent by fax or email
 - 16 calendar days – standstill notice sent by other means
 - Standstill period commences day following publication of a valid standstill notice to unsuccessful Tenderers

- During the Standstill Period
 - Contracts Cannot be Concluded
 - The Contracting Authority Cannot Negotiate Contract Terms
 - The Contracting Authority Cannot Allow Work to Commence

Unsuccessful – Feedback is Available

- Available on request
 - ▣ Reasons for elimination
 - ▣ The name of the successful tenderer

- Not entitled to details of others tenders (including prices)

- Notices of Contract Awards

WHAT SUPPORTS ARE AVAILABLE TO SMALL BUSINESS?

Support

- Additional support and training available:
 - Local Enterprise Office
 - Enterprise Ireland
 - InterTrade Ireland

Tender Advisory Service

- Operational from 1st February, 2015

- Objective – Support SMEs
 - ▣ Outlet to raise concerns in relation to a live tender process

- Contact www.procurement.ie or tenderadvisoryservice@ogp.ie



BEST OF LUCK!