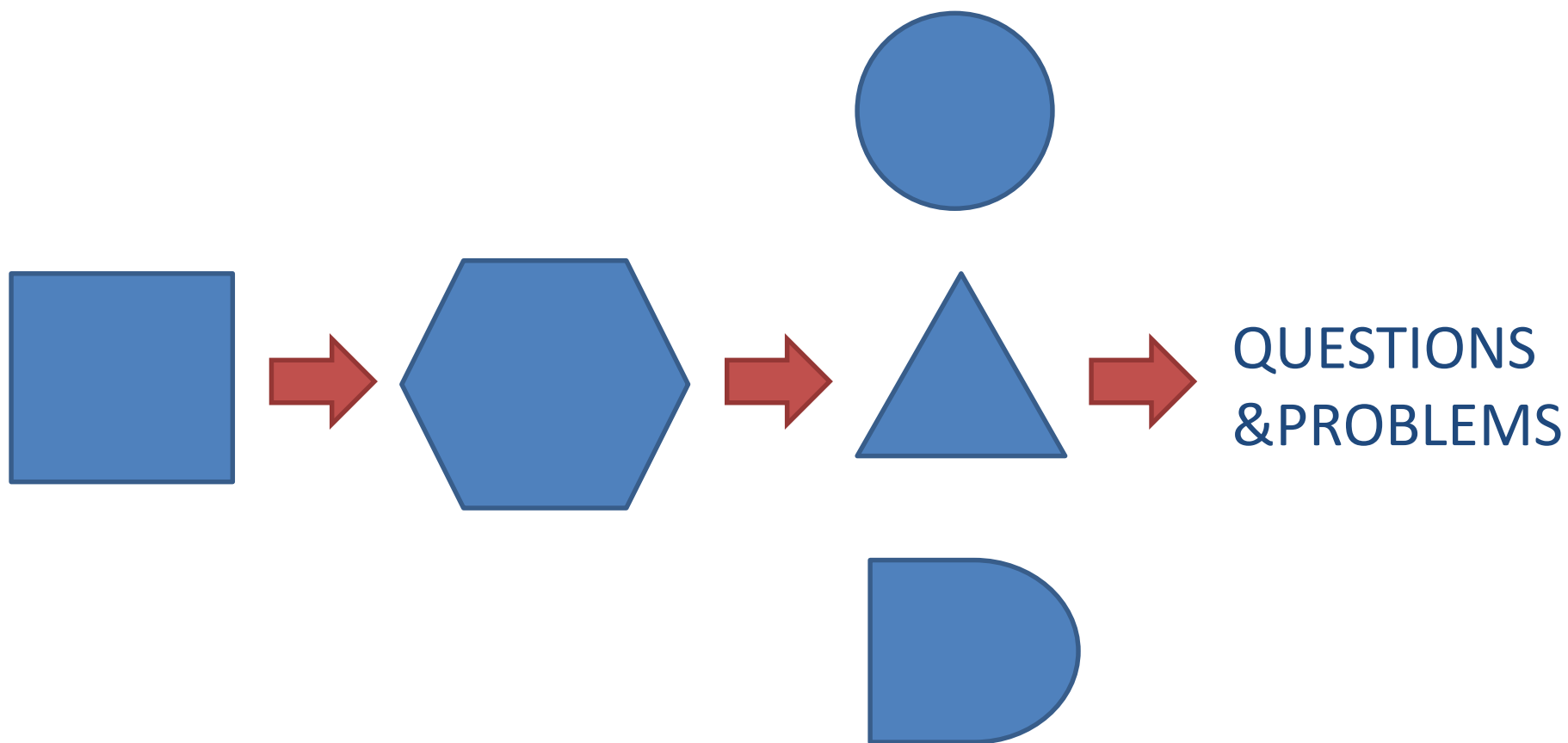


# Public procurement needs vs. Client needs

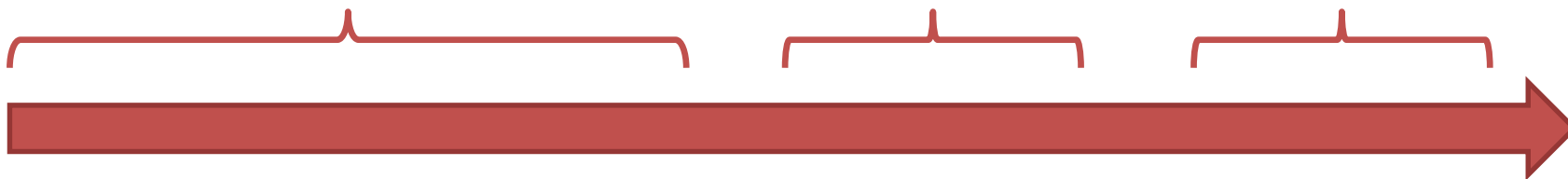
Pedro FERREIRA MARUM & Laurent WILMS



Preparation & Launching

Awarding

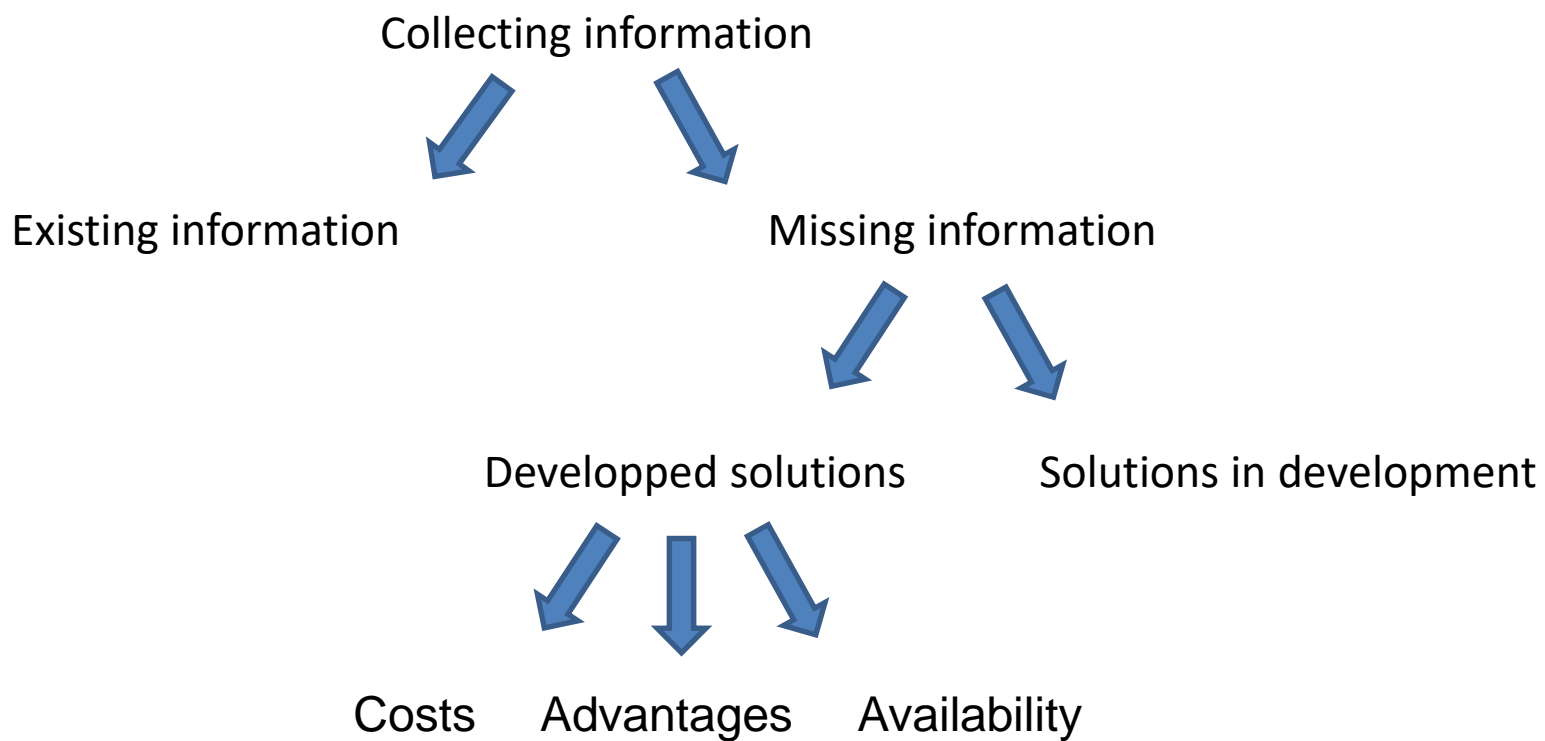
Execution



# Preparation and launching of the public procurement



# Prospecting



# Document management

Documents have to be **CLEAR, UNDERSTANDABLE** and **COMPLETE**



Organized in sections:

- Administrative
- Technical
- Financial
- Subsidiary



Increase the understanding between contracting authority and tenderers

# Essential requirements

- Highlighted
- Modification → Consent & Compensation
- No respect → No regularization → Elimination
- Influence on attribution criteria

# Term of the public procurement

## 1. Has to be as long as possible:

- Legal reason : Globalization
- Economical reason : Amortization
- Practical reason : Administrative burden

## 2. Has to be fixed:

- Legal reason : Directive 2014/24/UE – Article 33 (Framework agreement)
- Practical reason : Specific conditions ➡ Adequate offer

## 3. No gap between successive public procurements

# Questions & Answers session

- Organized in the specifications
- Timing
- Written answers



**Equal treatment**

# Securing and protecting data

- Geographical position of the tenderers
- Geographical information systems
- Highlight national law
- Written commitment

# Imposed subcontractors and external relations

- Preserve competition
- Monopoly / Other public procurements
- Links

# Bufferstock

Variation of the  
number of persons

Defective and  
lost material

Thefts



Creation of a bufferstock to ensure continuity



Contracting authority has to specify it

# Awarding and execution of the public procurement



# Awarding criteria

- Have to reflect needs and specifications
- Objective
- Examples :
  - rental price of the material
  - hourly price of training
  - installation time of the material

# Experts and tests

- Rank tenderers
- Organization of the tests :
  - technical assistance
  - samples
  - operational solution
  - invitation of tenderer's representative
- Independence and impartiality

# Penalties

- Predetermined
- Applied gradually
- Dissuasive, proportionate and manageable
- Examples :
  - delay
  - availability ratio
  - ineffective material

# To conclude, some advices...



- Project manager
- List of actions undertaken
- Administrative simplification
- External consultant
- Deadlines
- 3 Principles :
  - competition
  - equal treatment for tenderers
  - transparency
- Full-time equivalent employee