

Frequently Asked Questions

Introduction to Public Procurement

Introduction to Public Procurement offers you a clear overview of the procurement structure. We've been tracking the most frequently asked questions from buyers and suppliers, collated from our training courses, webinars and networking events. Principal Procurement Consultant **Eddie Regan** offers answers below.



Q Why do I need to know the rules?

A There are specific regulations, updated in 2015 which apply to contracts above certain thresholds, which require adverts to be published across Europe. – If you don't – follow the rules you won't get the results you want and you'll be open to challenge.

Q What about low value contracts?

A Irrespective of the value of the contract, it is important to ensure that there are no barriers to competition and that everyone has the same opportunity to participate.

Q How do I create an EU-compliant contract?

A There are five different procedures to choose from, which are designed to match your needs. There are two that suit for common procurements, two for buying innovation or customisation and there is one for buying outcomes that don't currently exist. Each has a different structure and timescale.

Q How do I select whom to invite to tender?

A The first issue is getting your selection criteria correct. – You need to think about what is scored, what is pass/fail, how you weight questions and whether a minimum score is appropriate. Which procedure you decide to use will determine whether you can limit the invitations or not.

Q Can I set my award criteria after I run the selection process?

A No, the regulations suggest that the criteria are included in the advertisement or in the specification, which is meant to be available as early as possible. In addition, there are many good reasons, particularly in relation to engaging SMEs and attracting the widest possible pool of suppliers, to strategise the criteria and have them available as early as possible.

The bonus question

Q How do I find out more?

You can find out more by:

A Spending a few days researching, a few days reading regulations, a few days reading case studies and a couple of days implementing all you discover into your daily – working life. *Alternatively you could:*

Learn about the entire procurement structure in one day at a scheduled PASS Training event.

or

If there are a few people in your organisation who need to learn or want to refresh their knowledge, I can come to you and train you and your team in-house.

www.passprocurement.com

Introduction to Public Procurement



Presented by:
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6
CPD
HOURS

This event is scheduled throughout the year in:

LONDON

BIRMINGHAM

MANCHESTER

GLASGOW

EDINBURGH

Visit the **PASS Events Diary** for dates, locations and the booking form



PASS In-House Training

Have a look at all our courses at PASS Training and then send me an email with your course choice, estimated numbers and when you'd like me to come and we'll send you a proposal.

www.passprocurement.com