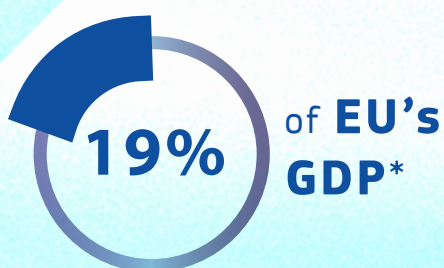


PUBLIC PROCUREMENT

Guidance for practitioners

on the avoidance of the most common errors in projects funded by the European Structural and Investment Funds

WHY IS IT SO IMPORTANT?



WHY DO WE NEED A GUIDANCE?

Lack of KNOWLEDGE



Insufficient ADMINISTRATIVE CAPACITY

Most of the ERRORS

HOW DOES IT HELP?

TYPICAL MISTAKES & 25 MOST COMMON ERRORS

HOW TO HANDLE SITUATIONS?

GOOD PRACTICES, CASE STUDIES, TEMPLATES, TIPS



TOP 10 TIPS TO AVOID PUBLIC PROCUREMENT ERRORS

DO

DON'T

	DO	DON'T
PLANNING	<p>PLAN, choose the CORRECT PROCEDURE, document</p> <p>Find the appropriate CONTRACT PACKAGING OPTIONS</p>	<p>Launch WITHOUT ADEQUATE PLANNING, approval and controls</p> <p>SPLIT or avoid grouping CONTRACTS</p>
SELECTION	<p>PUBLISH the Contract Notice in the OJEU</p> <p>Check potential CROSS-BORDER INTEREST and advertise</p> <p>Follow MINIMUM TIME LIMITS in Directives and national rules</p> <p>DESIGN selection criteria (eligible tenderers), AWARD criteria (best tenders)</p>	<p>Start WITHOUT ADVERTISING nationally and/or in OJEU</p> <p>Launch WITHOUT stating the selection and AWARD CRITERIA</p> <p>ACCELERATE TIMETABLES faster than the minimum time limits</p> <p>Apply discriminatory, unrelated or unproportionate selection criteria</p>
AWARD	<p>Apply TRANSPARENT and FAIR procedures</p> <p>Ensure that everyone has signed a Conflict of interest declaration</p>	<p>Evaluate using UNLAWFUL AWARD criteria/modify award criteria after opening</p> <p>Allow CONFLICT OF INTEREST in preparation or evaluation</p>
IMPLEMENTATION	<p>PUBLISH contract award notice</p> <p>Tender additional works if they are not justified by UNFORESEEN CIRCUMSTANCES</p>	<p>Implement without STANDSTILL/REMEDIES PERIOD</p> <p>MODIFY the contract/AWARD DIRECTLY SUPPLEMENTARY contracts unless the modifications are clearly non-substantial</p>

* Gross Domestic Product

