Deliverable 6.9

Tender service made available on the Website

Author: Mr. Christophe Veys

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Author	IWT – Christophe Veys
Contributors	
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Contact Smart@Fire: Project Manager Anne Van Snick (avs@iwt.be)
Project Director Christophe Veys (cve@iwt.be)

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Executive summary

There is a strong need to improve the capacity of contracting authorities to launch Procurement of Innovation tendering procedures and pre-commercial procurements. Therefore we propose to make a selection of innovative tender notices available on the Smart@Fire website www.smartatfire.eu platform. This will allow contracting authorities (in the sector of Protective Fire Equipment) to detect which kind of innovative products, goods and services are purchased in Europe. Putting innovative tenders available on the website will allow contracting authorities (in particular fire fighters brigades) to detect which tendering procedure, which awarding criteria,… were used to purchase innovation. In addition they could request the tender documents from colleague-procurers in order to get a better knowledge on how they procure innovation. The proposed service will strengthen the administrative capacity at all levels of procurement and increase the awareness of contracting authorities on how to proceed with the purchase of Innovation.

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1 Rationale of the setting up of a tender service in the framework of www.smartatfire.eu

The service is set-up because of the insufficient use by the public procurers of the possibilities to procure innovative solutions due to lack of awareness and the possibilities available in the Directives. The goal is to select interesting innovative tenders from the TED-file (published in the OJEC) in order to support contracting authorities in their ability to procure innovative solutions. By selecting weekly innovative tenders and make them available on the www.smartatfire.eu the contracting authorities will be able to see examples of innovative procurement and learn how to procure innovation. This tender selection will enable fire fighters brigades/procurers to see which tendering procedure, which awarding criteria were used. By questioning their procurers-colleagues they will have the chance to request the tender documents and have an in-depth view on how the innovation was procured.

2 The setting up of the service

The structure of the TED-file is complex and contains different fields. The information on the tender notices is therefore rich.

General description of the ISO-Format (8859/1 & 8859/7)

General file description
There exists one file for each journal and each language.
Each file starts with a Header in which the language of the file is given

Example:

```
**********************************************
*** T E D  D A I L Y – D E L I V E R Y  ***
*** ( GERMAN    - VERSION)        ***
**********************************************
```

Documents are separated by two empty lines.
Each Document starts with a line, containing the string:
'1.0/XXXXXX' (XXXXXX being a running integer from 000001 to the number of documents contained in the file)

2. General description of a document
Each field starts with the field descriptor (2 characters) and a colon.
There are lines of at most 78 characters.
If there are more than 78 characters for a field, there are subsequent lines, starting with 4 blanks.

3. Description of the fields in the order of their occurrence
TI: Title of the document
PD: Publication date (format: yyyymmdd)
ND: Number of document in the format nnnnnn-yyyy
OJ: Number of the official journal. Format: nnn/yyyy, where nnn = Number of the journal (exactly 3 characters) and yyyy = Publication year
DR: Date received by EUR-OP. Format: yyyymmdd
DS: Date sent to EUR-OP. Format: yyyymmdd
DD: Deadline for specification. Optional
        Format: yyyymmdd [hh mm]. If there is indication of a time, there will be two blanks between date and time and one blank between hour and minutes
DT: Deletion date (Date of tender). Format: see DD
RN: Referenced Document number. Optional

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For corrigenda: the original document
For contract award: the tender notice
For tender notices: the pre-information

HD: Heading (OJ section of the document). Format: cccc (4-character code), see p. 4 ff

TD: Type of document

Format: ' c – description' (Code and description of the code)

Possible values:

C - Public works concession
E - Works contracts awarded by the concessionaire
G - European economic interest grouping (EEIG)
I - Call for expressions of interest
D - Design contest
P - Periodic information notice (PIN) without call for competition
M - Periodic information notice (PIN) with call for competition
Q - Qualification system without call for competition
O - Qualification system with call for competition
R - Results of design contests
0 - Prior information procedure
1 - Corrigenda
2 - Additional information
3 - Invitation to tender
4 - Prequalification notices
5 - Request for proposals
6 - General information
7 - Contract award
8 - Other
9 - Not applicable

NC: Nature of contract

Format: ' c – description' (Code and description of the code)

Possible values:

1 - Public works contract
2 - Supply contract
3 - Combined contract
4 - Service contract
8 - Not specified
9 - Not applicable

PR: Type of procedure

Format: ' c – description' (Code and description of the code)

Possible values:

Q - Qualification system
D - Design contest
R - Results of design contests
I - Call for expressions of interest
0 - Prior information or periodic information notice
1 - Open procedure
2 - Restricted procedure
3 - Accelerated restricted procedure
4 - Negotiated procedure
5 - Open procedure with recurring quantities
6 - Accelerated negotiated procedure
7 - Contract awards
8 - General information
9 - Not applicable

RP: Regulation of procurement

Format: ' c – description' (Code and description of the code)

Possible values:

0 - PHARE, TACIS and countries of Central and Eastern Europe
1 - External aid and European Development Fund
2 - European Investment Bank, European Bank for Reconstruction and
   Development, European Monetary Institute
3 - Community institutions
4 - European Communities
5 - European Communities, with participation by GATT countries
6 - European Economic Area (EEA)
7 - GATT
8 - Other
9 - Not applicable
A - US/Japan agreement on telecommunications procurement
B - European Economic Area (EEA), with participation by GATT countries
C - EC-US agreement on government procurement

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AA: Type of awarding authority

Format: ' c – description' (Code and description of the code)

Possible values:

1 - Central government

2 - Armed forces (before 01/05/03)

3 - Local authorities

4 - Water, energy, transport and telecommunications sectors

5 - EC institutions

6 - Body governed by public law

8 - Other

9 - Not applicable

TY: Type of bid required

Format: ' c – description' (Code and description of the code)

Possible values:

1 - Global tender

2 - Partial tender

3 - Global or partial tender

8 - Not defined

9 - Not applicable

AC: Awarding criteria

Format: ' c – description' (Code and description of the code)

Possible values:

1 - Lowest price

2 - The most economic tender

8 - Not specified

9 - Not applicable

PC: CPV Product code of exactly 8 characters each.

One line for each code

PN: CPV Product name

One line for each code description

RC: Region code (NUTS-code)

Each code has exactly 5 characters. First two characters are the country code

RG: Region name (NUTS-name)

One line for each name

CY: Country code

OL: Original language(s)

If there is more than one language, they are separated by semicolon

Example: 'OL: FR;NL'

AU: Name of awarding authority in capital letters

TW: Town of awarding authority

CO: Chapter, containing the successful bidder

AB: Abstract, containing the description of the works to be done, the supplies to be delivered

TX: Document text in the language of the file

May be for some documents only a summary

Note: The number of a chapter and the text are separated by two blanks

OT: Original text, if TX consists only of a summary

Note: if there are more original languages, the OT-field will be repeated

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The CPV codes (Common Procurement Vocabulary) are used to describe the subject-matter of public contracts and enables to search and determine whether the published contracts are of any interest for Procurers or Companies active in the field of fire fighting. There are more than 8500 codes, an adequate selection of relevant codes will make it easier for potential suppliers of goods and services to understand contract notices and to identify the type of procurement contracts in which they are interested.

The information contained in the tender notices offers many advantages but also some handicap for the organisation of a service made available on the smart@fire website. Our practical experience tells us that the CPV codes are not always correctly used by the public authorities. Sometimes they use general codes or make mistakes in defining the activity sector. Therefore, we will combine several search criteria in addition to CPV-codes for the elaboration of the innovation profile this in order to avoid selections containing non-suitable or irrelevant tender notices.

2.1 Elaboration of Innovation profile

One of the most important tasks in setting up the tender service is the creation of adequate profiles corresponding closely to the innovation activity. The system will select tenders based on the search criteria introduced in the system. Several search criteria can be combined as location, awarding authority, tendering procedure, product codes, etc.

For example for the elaboration of the innovation profile we will enter keywords to make a selection in the title of the document, the text or the text in original language.
e.g. as we want to have an overview of tenders dealing both with innovation and Personal Protective Equipment the profile will be composed out of different elements:

 - CPV code for example 18143000 Protective gear, 35113400 Protective and Safety equipement , 35113430 Safety vest, 35110000 Fire fighting & Rescue and Safety Equipment, 35125100 Sensors
 - Innovation in text search field
 - Awarding authority: EU member States
 - ….

A powerful tender system is used that offers the possibility to enter complex and detailed profiles in a simple but accurate way. The tenders will be selected by using a combination of searches on several fields. Operators like 'and' and 'or' are applied to reach the required output. After the selection of tenders has been processed a manual check is necessary to exclude wrong selections.

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