



**Interreg - IPA CBC**  
Italy - Albania - Montenegro



EUROPEAN UNION



# LEAD PARTNER SEMINAR

## Interreg IPA CBC IT-AL-ME

### **PUBLIC PROCUREMENT**

Bari, 5 June 2018

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REGIONE PUGLIA

# Public procurement / *Dangerous ways...*

Public procurement rules aim at ensuring that the purchase of services, goods and works follows transparent procedures and that fair conditions of competition for suppliers are provided.

**WHAT TO DO???**

Public procurement law is a complex matter and many findings during financial controls in IPA CBC- financed programmes and projects are related to procurement errors.



# Procurement in IPA / A complex legal framework

IPA CBC Programmes public procurement legal context is based not only on EU rules (and the *acquis communautaire*) and Member States rules, but also on the relevant rules and practice of the external aid of the European Union and non-UE States. A complex legal framework composed by EU rules, national rules (EU Members and non EU Countries), programme rules and soft law rules (i.e. guidelines).

- Financial regulation 966/2012
- Delegated Regulation 1268/2012 (Rules of application of 966/2012)
- Directives (i.e. Directive 2014/24/EU)
- National Legislations (i.e. D. Lgs. 50/2016)
- Guidelines (i.e. PRAG, ANAC Guidelines, ect..)
- Tenders, Calls (*Lex Specialis*)



**Which hierarchy???**

# Procurement in IPA

*A quick reminder on the territorial scope of the procurement rules...*



These procurement rules apply in the whole Programme area, both on the EU Member States and on the IPA II beneficiary/beneficiaries territory

# Procurement in IPA / *General principles*

## Reg. UE 447/2014 (IPA Implementing Regulation) - Article 45

### Procurement

1. For the award of **service, supply and work contracts**, by beneficiaries the procurement procedures shall follow the provisions of **Chapter 3 of Title IV of Part Two of Regulation (EU, Euratom) No 966/2012** and of **Chapter 3 of Title II of Part Two of Delegated Regulation (EU) No 1268/2012** which apply in the whole programme area, both on the Member State and on the IPA II beneficiary/ies' territory.
2. For the award of service, supply and work contracts by the managing authority under the specific budget allocation for technical assistance operations, the procurement procedures applied by the managing authority may either be those referred to in paragraph 1 or those of its national law.

# General principles on procurement

## Title V of Part One of Regulation (EU, Euratom) No 966/2012

### Article 102

• §1. All public contracts financed in whole or in part by the budget shall respect the principles of **transparency, proportionality, equal treatment** and **non-discrimination**.

- ✓ publicity of proposed procurement contracts;
- ✓ design of technical specifications;
- ✓ choice of procurement procedure;
- ✓ qualification and selection of candidates and tenderers in award of contracts.



# General principles on procurement

From its origins, one of the main objectives of the EU has been to create a common market that eliminates barriers to trade in goods and services between EU member states. Creating a common procurement market means removing any barriers to trade arising from the procurement context.



- ✓ **Competition;**
- ✓ **Equal treatment and non-discrimination;**
- ✓ **Transparency;**
- ✓ **Economy and Efficiency;**
- ✓ **Value for money;**
- ✓ **Probity or Integrity.**

**For any purchase, the beneficiary shall make sure that these principles are applied and that this is documented, in proportion to the value of the purchase.**

# General principles / Subjects

Who is obliged to apply these rules?

Only the public bodies? Only the public bodies and the bodies governed by public law?

In the Programme, public bodies, bodies governed by public law and non-profit private organisations are eligible. Public bodies and bodies governed by public law must apply the public procurement rules.

In receiving a public subsidy, private non-profit organisations are using public funding, therefore it is necessary that they apply an extra care.



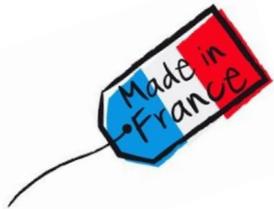
**All public procurement rules and principles set by the IPA Public Procurement rules apply also to private partners.**



# General principles / The rule of origin

## Article 8 of Regulation (EU) No 236/2014.

The rule of nationality states that *“the beneficiaries of grants comply with the eligibility rules for public procurement foreseen in the respective regulations for different cooperation programmes...”* – meaning that grants are made to final beneficiaries according to programme rules and territorial eligibility for applicants usually specified in the programme documents, such as calls for proposal at programme level.



# General principles / *The rule of origin*

## **Article 8 of Regulation (EU) No 236/2014.**

All supplies purchased under a procurement contract, or in accordance with a grant contract, financed under the EU budget or the EDF shall originate from an eligible country as per the corresponding Instrument. However, according to the CIR, when the value of the supplies to be purchased is below € 100.000,00 per purchase, the supplies may originate from any country and not compulsorily from eligible countries (see art. 8 paragraph 4 of Regulation (EU) No 236/2014).

This derogation will practically mean that a relatively small share of purchases will apply the origin rule. In case when the rule is applied the tenderers are required to state the origin of their supplies in their tenders and provide certificates of origin as applicable with the delivery of supplies.

# Exclusion criteria applicable for participation in procedures



## Article 106 Reg. (UE) 966/2012 – Financial Regulation

Candidates, tenderers or applicants will be excluded from participation in procurement procedures if:

- a) *they are **bankrupt** or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;*
- b) *they, or persons having powers of representation, decision making or control over them, have been convicted of an **offence concerning their professional conduct** by a judgment of a competent authority of a Member State which has the force of res judicata; (i.e. against which no appeal is possible);*
- c) *they have been guilty of **grave professional misconduct** proven by any means which the Contracting Authority can justify, including by decisions of the European Investment Bank and international organisations;*



# Exclusion criteria applicable for participation in procedures



- d) they are **not in compliance with their obligations** relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the Contracting Authority or those of the country where the contract is to be performed;
- e) they, or persons having powers of representation, decision making or control over them, have been the subject of a judgment which has the force of *res judicata* for **fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity**, where such an illegal activity is detrimental to the EU's financial interests;
- f) they are currently subject to an administrative penalty referred to in Article 109(1) of the Financial Regulation.

Candidates or tenderers shall certify that they are not in one of the situations listed above. However, the contracting authority may refrain from requiring such certification for very low value contracts.

# Exclusion criteria applicable during the procedure



## **Article 107 Reg. (UE) 966/2012 – Financial Regulation**

*Contracts may not be awarded to candidates, applicants or tenderers who, during the procurement or grant award procedure:*

- a) *are subject to a **conflict of interest**; (cfr. Art. 42 D.Lgs. 50/2016)*
- b) *are **guilty of misrepresentation** in supplying the information required by the Contracting Authority as a condition of participation in the contract procedure or fail to supply this information;*
- c) *find themselves in one of the **exclusion situations** for this procurement or grant award procedure.*

# Procurement procedures

Whatever the rules are, steps are always the same:

- ✓ Definition of requirements
- ✓ Preparation of 'tender documentation'
- ✓ Publication of tender / invitations
- ✓ Evaluation
- ✓ Contracting
- ✓ Implementation



# Procurement procedures

## Art. 127 Reg. UE 1268/2012 (Art. 104 Financial Regulation)

Contracts shall be awarded by call for tender, using the open, restricted or competitive negotiated procedure.

OPEN



All economic operators may submit a tender.

RESTRICTED



All economic operators may ask to participate but only candidates satisfying the selection criteria and invited simultaneously and in writing by the contracting authority may submit a tender.

COMPETITIVE  
NEGOTIATED



The contracting authority shall consult tenderers of its choice who satisfy the selection criteria and negotiate the terms of the contract with one or more of them.

# Thresholds and tendering procedures

## FINANCIAL THRESHOLDS AND RELATED TENDERING PROCEDURES

Nature of Procurement	Financial thresholds and related Procedures (amount in EUR and excluding VAT)			
<b>SERVICES</b>	<p>≥ € 300.000</p> <ul style="list-style-type: none"> <li>- International restricted tender procedure</li> <li>or</li> <li>- International open tender procedure</li> </ul>	<p>&lt; € 300.000 but &gt; € 20.000</p> <p>Frameworks contracts</p> <p>or</p> <p>Competitive negotiated procedure</p>		<p>≤ € 20.000</p> <p>Single tender</p> <p>For service and supply contracts payments for amounts less than or equal to EUR 2.500 in respect of item of expenditure may consist simply in payment against invoices without prior acceptance of a tender</p>
<b>SUPPLIES</b>	<p>≥ € 300.000</p> <p>International open tender procedure</p>	<p>&lt; € 300.000 but ≥ € 100.000</p> <p>Local open tender procedure</p>	<p>&lt; € 100.000 but &gt; € 200.000</p> <p>Competitive negotiated procedure</p>	<p>For service and supply contracts payments for amounts less than or equal to EUR 2.500 in respect of item of expenditure may consist simply in payment against invoices without prior acceptance of a tender</p>
<b>WORKS</b>	<p>≥ € 5.000.000</p> <ul style="list-style-type: none"> <li>- International open tender procedure</li> <li>or</li> <li>- International restricted tender procedure</li> </ul>	<p>&lt; € 5.000.000 but ≥ € 300.000</p> <p>Local open tender procedure</p>	<p>&lt; € 300.000 but &gt; € 20.000</p> <p>Competitive negotiated procedure</p>	<p>For service and supply contracts payments for amounts less than or equal to EUR 2.500 in respect of item of expenditure may consist simply in payment against invoices without prior acceptance of a tender</p>

# Thresholds and tendering procedures

According to the table, the following principles are in force:

- ✓ the given thresholds are based on the maximum budget for the contract (including any co-financing);
- ✓ where the contracts are divided in more lots, the value of each lot is taken into account when calculating the overall thresholds;
- ✓ contracts must not be split artificially and to evade intentionally the procurement thresholds.



# Open procedure

Applicable for supply, service and works contract. The procedure follows one step process where open invitation for submission of tenders is issued either on national and international level.

Depending on whether it is a local or international open procedure the contract notice is to be published in all appropriate media, in particular on the project beneficiary's website (in its role of Contracting authority) and in the national press of the country where the action is being carried out, in case of local and international open; in the international press, in case of international open. In addition to that all contract notices for contracts above 300.000 EUR must be published in the Official Journal of the European Union and on the EuropeAid web site.



# Restricted procedure

The **restricted procedure** applies only in case of service and works contracts and is in a way similar to open procedure in supply and works. The procedure follows two step process. In the first step a public invitation for submission of express of interest is issued. In the second step the initial offers are reviewed and a short-list of candidates is formed. The short-listed candidates are invited to submit full proposal.



# Competitive negotiated procedure

The **competitive negotiated procedure** applies to service, supply and works contracts. Under the competitive negotiated procedure, the Contracting authority invites candidates of its choice to submit tenders. At least 3 competent candidates should be invited. The procedure could be implemented using simplified tender documents in case of service and supply procedures. At the end of the procedure the Contracting Authority selects the tender which offers the best value for money in case of service tenders and the cheapest technically compliant offer in case of supplies or works tenders.



# Single tender

The **orders on the basis of single tender** apply to service, supply and works contracts. Under the single tender procedure the Contracting authority in principle invites one candidate to submit offer. Offers are normally submitted using simplified tender documents. At the end of the procedure the Contracting Authority checks whether the single offer corresponds to the requirements in case of services or is technically compliant in case of supply and works tenders. The programme has opted for a rule where a minimum number of 3 candidates should be invited in the case of single tender procedure.



# PRAG – Procurement guidelines

A useful practical tool (but **not** a source of EU law with the consequence that are not binding rules) in management of public procurement are the so called **PRAG Procurement and Grants for European Union external actions – a Practical Guide**. Document providing guidance and formats for procurement procedures, including IPA pre-accession funds. The manual is based on the EU Financial Regulation and the Common Rules and Procedures for the Implementation of the Union's instruments for External Action (Council Regulation 236/2014).

[https://ec.europa.eu/europeaid/funding/about-funding-and-procedures/procedures-and-practical-guide-prag\\_en](https://ec.europa.eu/europeaid/funding/about-funding-and-procedures/procedures-and-practical-guide-prag_en)



# Most common procurement errors

- ✓ Insufficient publication of procurement procedure (e.g. direct award without any prior notification, notification only on national or regional instead of EU-level);
- ✓ Imprecise definition of the subject-matter of the contract to be awarded o Excessively short deadlines for the submission of tenders;
- ✓ Mix-up of selection and award criteria;
- ✓ Use of discriminatory or dissuasive selection or award criteria;
- ✓ Unlawful splitting of contracts;
- ✓ Use of wrong procurement procedure;
- ✓ Unlawful application of exemption rules;
- ✓ Unlawful negotiation during award procedure;
- ✓ Modification of a tender or criteria during evaluation;
- ✓ Unlawful substantial contract modification or purchase of additional works, services of supplies.



# Any further questions?



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All documents are available at:



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