

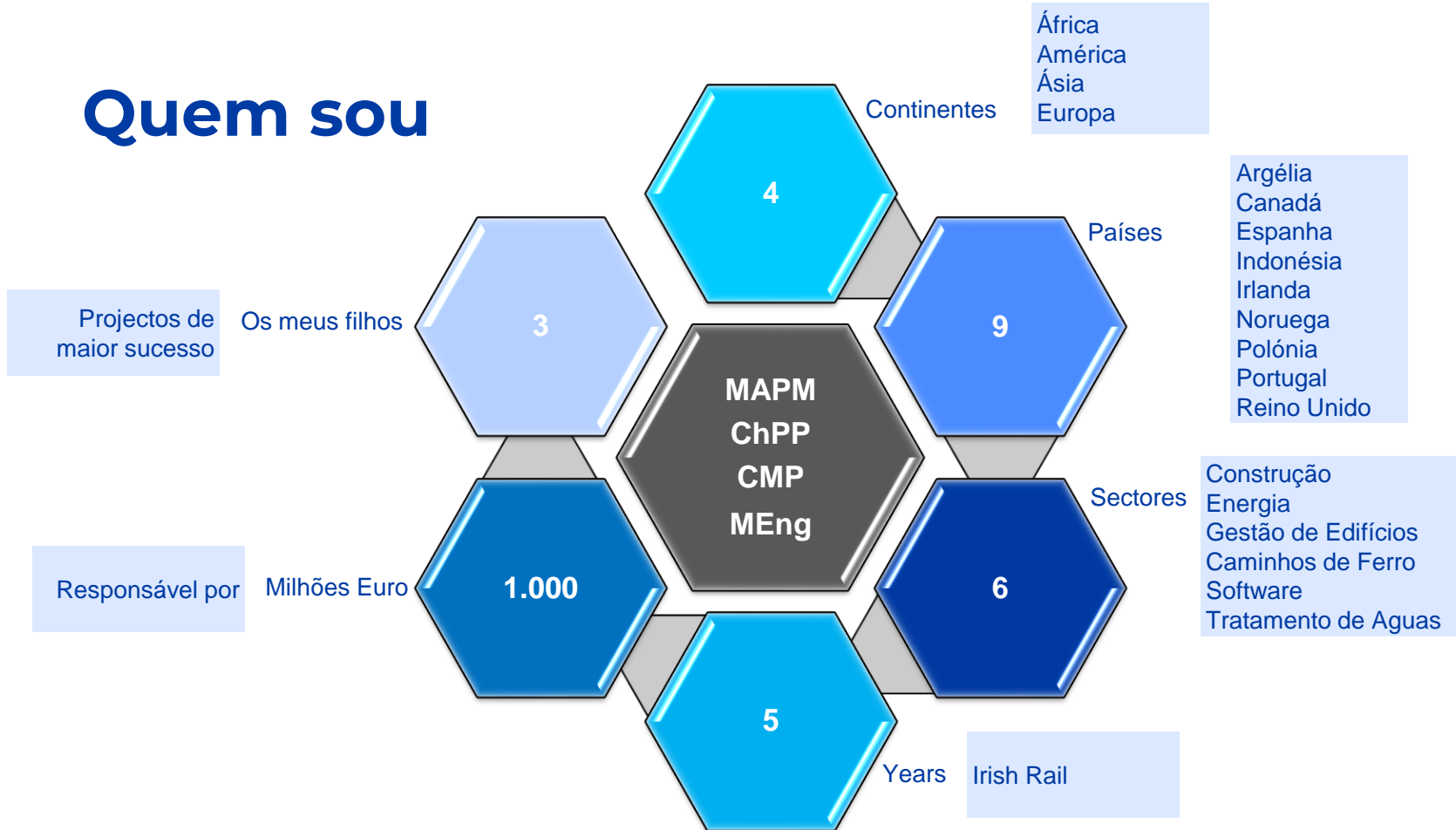


# Em Foco Irlanda

Ricardo Santos

Porto, 20/05/2025

# Quem sou



# Agenda

01

## Enquadramento Económico

Indicadores económicos e previsões de crescimento

02

## Project Ireland 2040

National Development Plan  
National Planning Framework

03

## Regras de Procurement

Department of Public Expenditure, NDP Delivery and Reform

04

## e-Tenders

A plataforma oficial de compras públicas da Irlanda

# Economic Context



# Global Growth Outlook

	2024e	2025f	2026f
World	3.2%	3.3%	3.3%
US	2.8%	2.2%	1.7%
Japan	-0.2%	1.1%	0.8%
China	4.8%	4.6%	4.5%
India	6.5%	6.5%	6.5%
Euro area	0.8%	1.0%	1.4%
Germany	-0.2%	0.3%	1.1%
France	1.1%	0.8%	1.1%
Italy	0.6%	0.7%	0.9%
Spain	3.1%	2.3%	1.8%
UK	0.8%	1.0%	1.6%

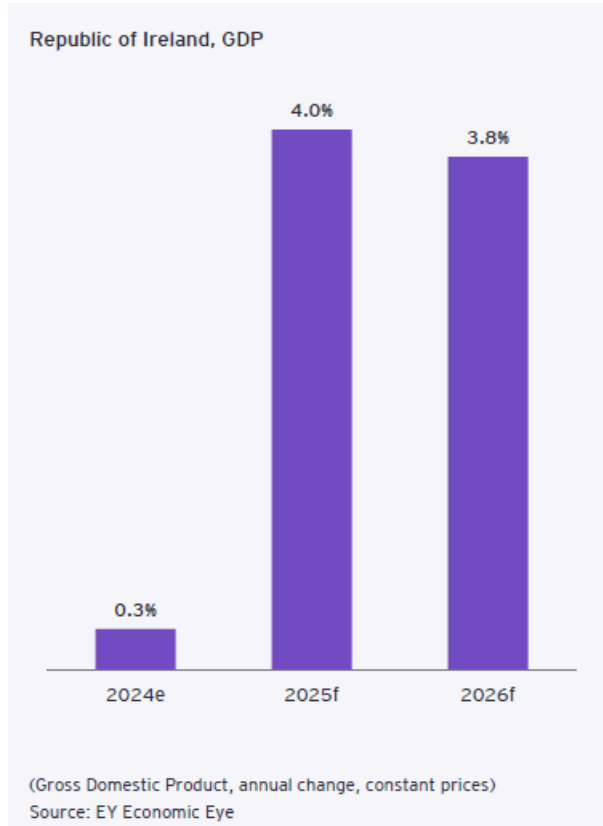
(Gross Domestic Product, annual change, constant prices)

Fiscal year for India

Source: IMF, EY ITEM Club, EY Parthenon



# Gross Domestic Product (GDP)



# Republic of Ireland

	2024e	2025f	2026f
Consumption	2.4%	3.0%	2.7%
Government Spending	4.0%	3.0%	2.0%
Investment	-23.8%	2.7%	3.8%
Modified Investment	3.5%	4.5%	6.0%
Exports	11.0%	4.5%	5.0%
Imports	7.3%	4.4%	4.9%
GDP	0.3%	4.0%	3.8%
Modified Domestic Demand	3.0%	3.3%	3.2%
Jobs	2.7%	2.2%	2.0%

(Annual change, GDP, MDD and components in constant prices)

Modified investment excludes Intellectual Property Products and aircraft leasing

Source: EY Economic Eye, CSO



“

The Irish economy is in good shape, with a strong labour market and domestic momentum. Growth is forecast for 2025 as consumers spend on goods and services, the government invests in infrastructure, and businesses put resources into technology and other transformation levers. But while there is much to be positive about, heightened global trade tensions are a worry.



**Dr. Loretta O'Sullivan**

Chief Economist and Partner, EY Ireland



# Budget surplus projected in 2025

At **€10.5 billion**, Budget 2025 was bigger than initially signalled. It comprised a range of spending initiatives, taxation measures and cost-of-living supports including energy credits, some of which will add to demand in the economy.

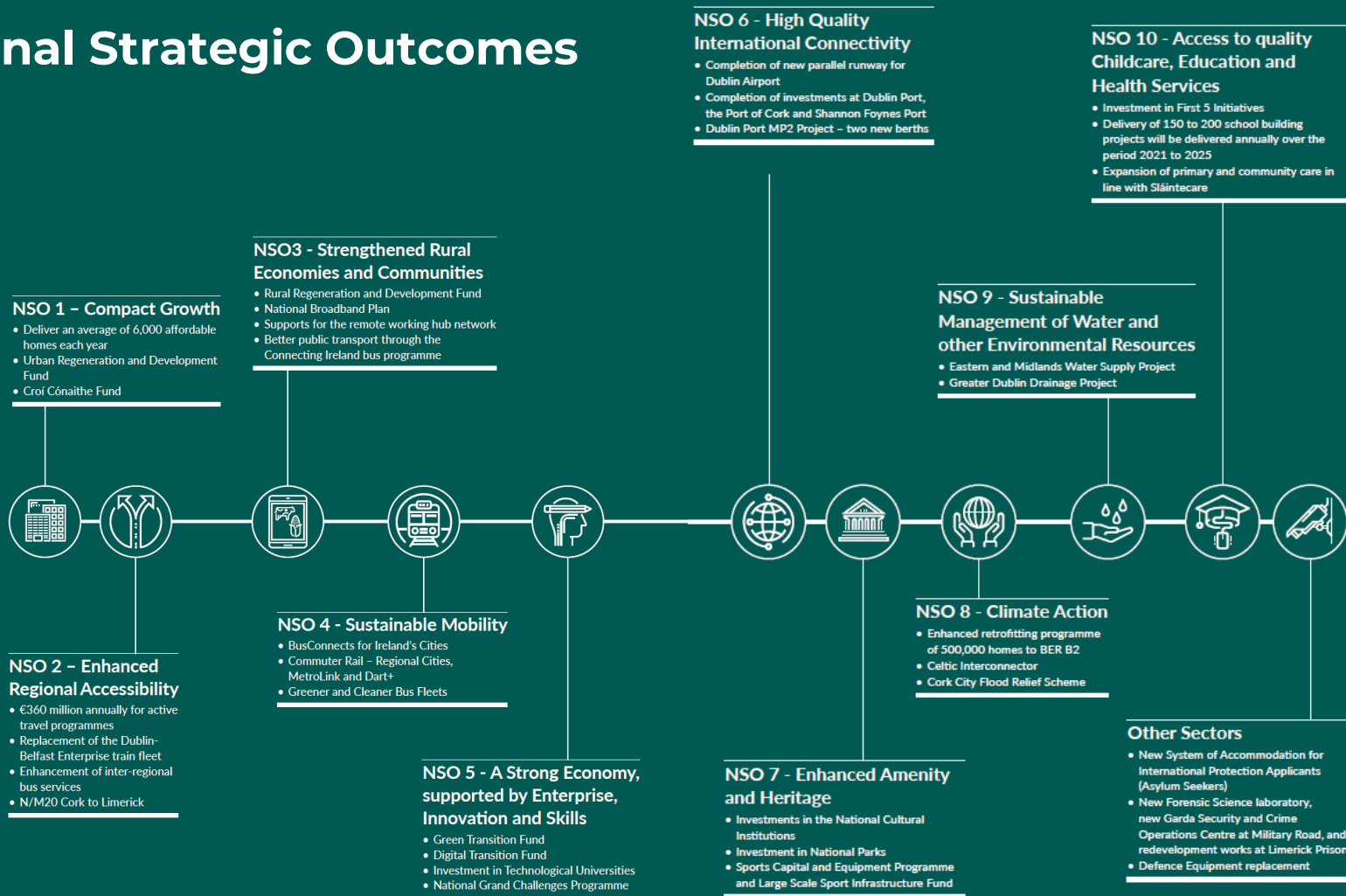
Supply-wise, **housing** and **energy needs** are on the agenda of the new Irish government. It has also committed to using the once-off proceeds from the Court of Justice of the European Union ruling (thank you Apple) to improve the country's stock of **infrastructure**.

Key Programme for Government Infrastructure Initiatives		
<b>01. Housing</b> Build over 300,000 new homes by the end of 2030.	<b>02. Public Transport</b> Advance key projects in the National Development Plan.	<b>03. Rail</b> Act on the All-Island Strategic Rail Review recommendations.
<b>04. Airport</b> Work to lift the passenger cap at Dublin Airport.	<b>05. Ports</b> Invest in commercial and passenger ports infrastructure.	<b>06. Water</b> Increase capital investment in Uisce Éireann.
<b>07. Electricity Grid</b> Update power generation systems for better security and affordability.	<b>08. Interconnectors</b> Develop and accelerate the roll-out of new electricity interconnectors.	<b>09. Renewable Energy</b> Achieve 9GW of onshore wind, 8GW of solar, and 5GW of offshore wind by 2030.

# **Project Ireland 2040**

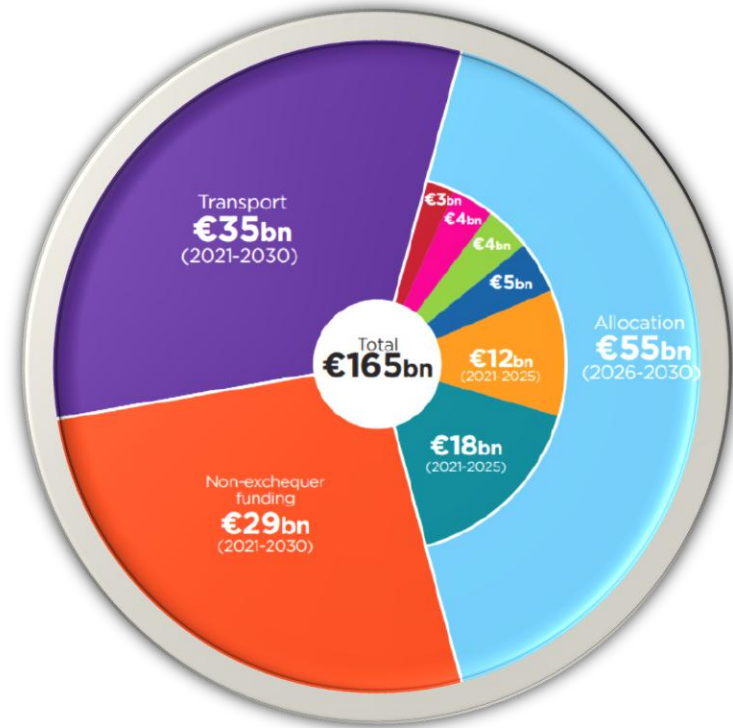


# National Strategic Outcomes

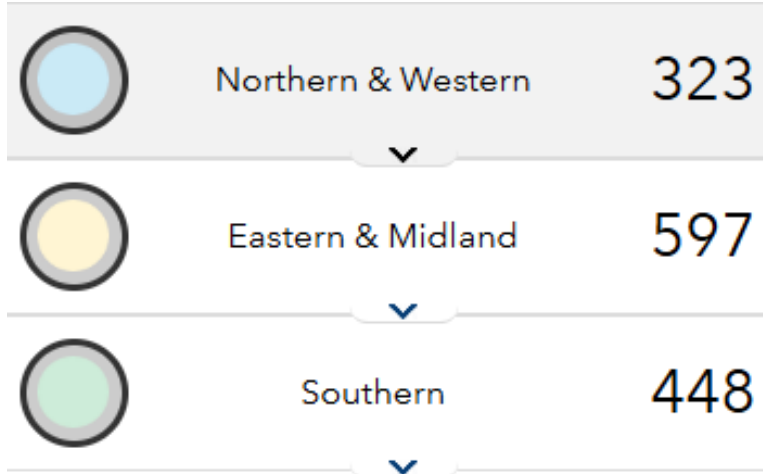


# National Development Plan 2021-2030

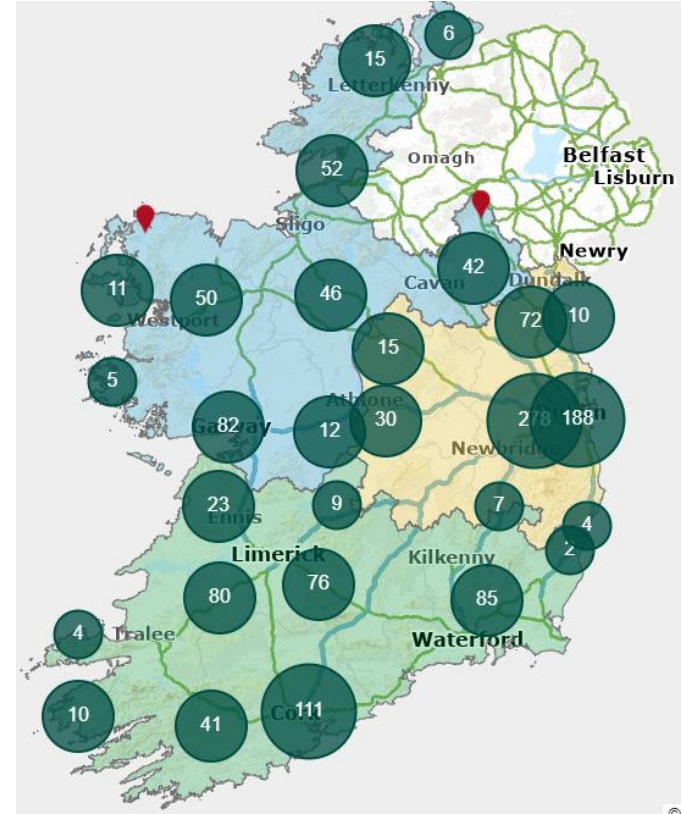
The **NDP** sets out a 10-year capital envelope to 2030 of **€165 billion** including **€35 billion** allocated to transport



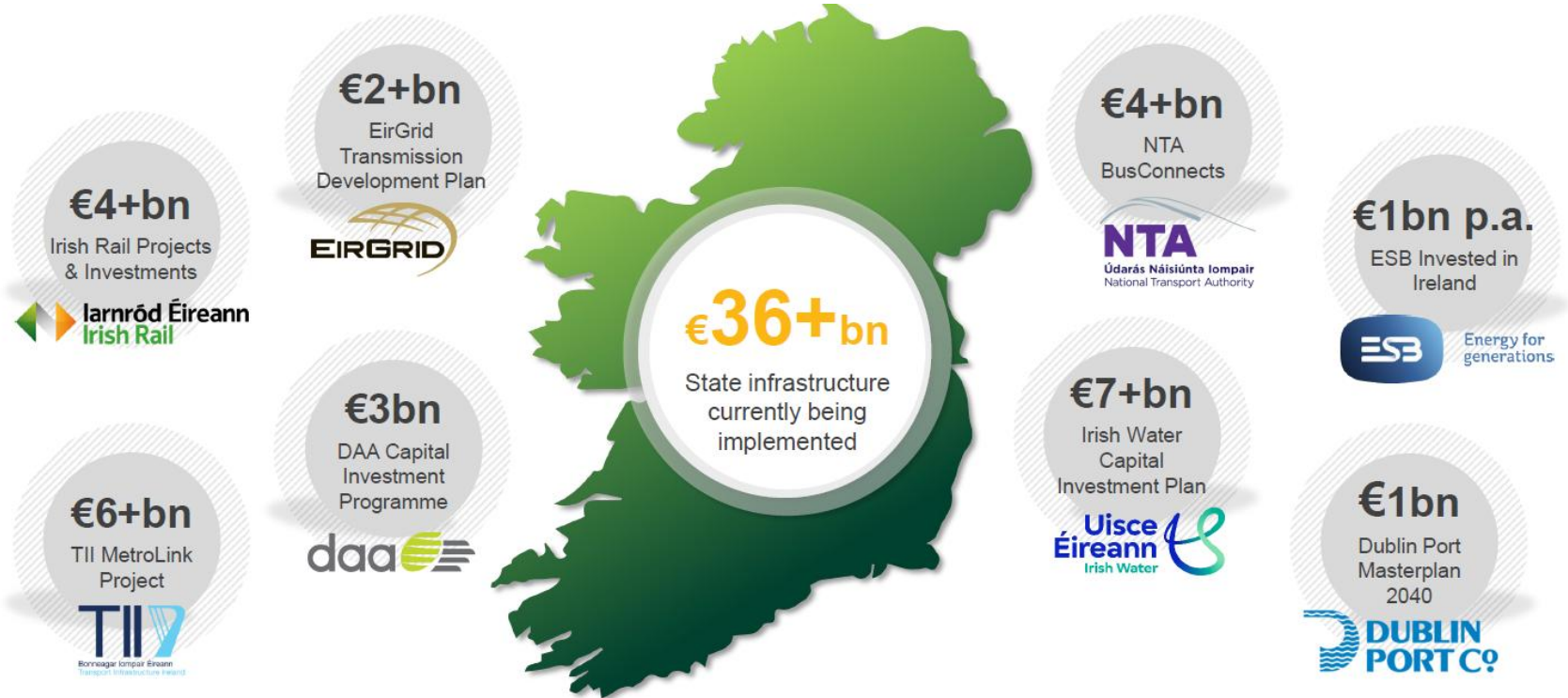
# Delivery of the NDP



No. of public projects ongoing = 1,368



# Investment in infrastructure



# Growth & Development Strategy

## Project Ireland 2040

- National Planning Framework (NPF)
- National Development Plan 2021-2030

## All-Island Strategic Rail Review 2024

## Greater Dublin Area Transport Strategy 2022-42



# Governance

## Infrastructure Guidelines (DPER)

Financial rules governing capital investment

## Project Approval Guidelines (NTA)

Portfolio Management for Infrastructure Projects & Programmes

## Public Procurement Guidelines for Goods and Services 2024

Transposition of EU Directives into Irish Law

## Capital Works Management Framework (OGP)

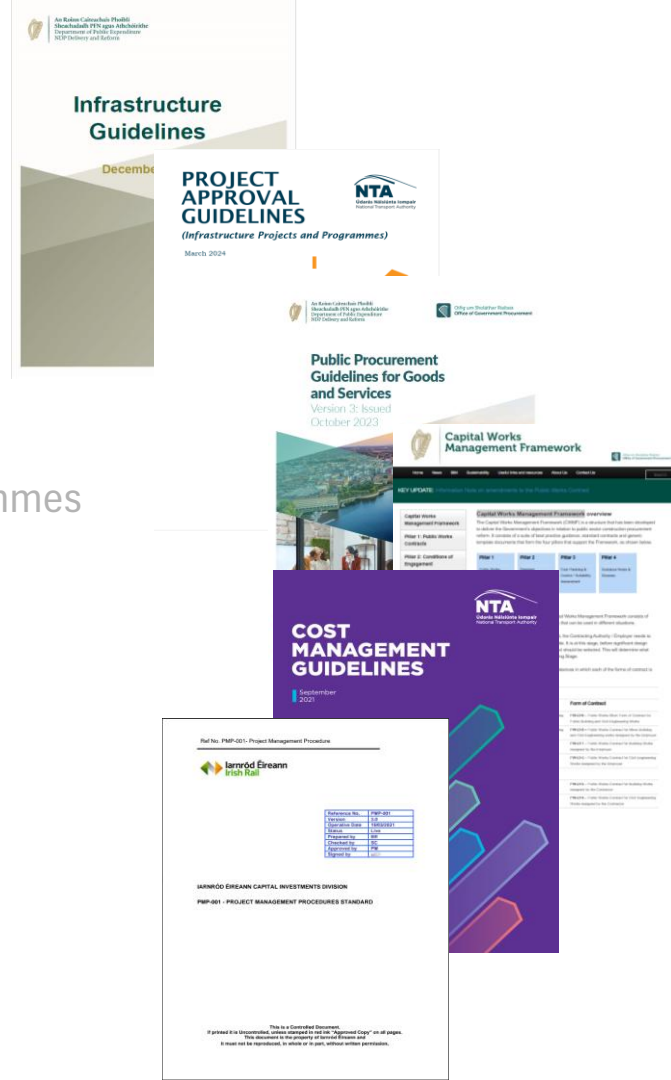
Procurement, contracting and cost control

## Cost Management Guidelines (NTA)

Development of appropriate budgets & cost control

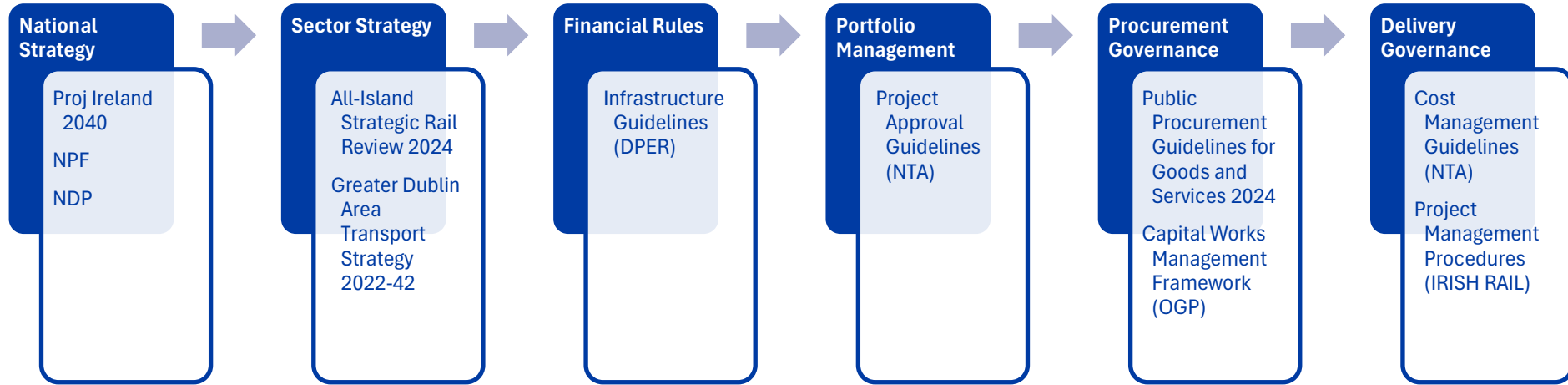
## Project Management Procedures (IRISH RAIL)

Gated delivery of projects and programmes





# How it all fits together



# **Procurement Guidelines**

# EU Procurement Directives and National Regulations

## EU Directives

- Directive **2014/24/EU** on Public Procurement.
- Directive **2014/25/EU** on Procurement by Entities Operating in the Water, Energy, Transport and Postal Services Sectors.
- Directive **2014/23/EU** on the Award of Concession Contracts.

## Transposed into Irish Law

- S.I. No. **284/2016 EU** (Award of [Public Authority Contracts](#)) Regulations 2016.
- S.I. No. **286/2016 EU** (Award of [Contracts by Utility Undertakings](#)) Regulations 2016.
- S.I. No. **203/2017 EU** (Award of [Concession Contracts](#)) Regulations 2017.

e-procurement  
mandatory  
since 2017

# Key principles

## EU Treaty

- non-discrimination, free movement of goods and services and freedom of establishment
- equal treatment, mutual recognition, proportionality and transparency in the awarding of public contracts

## Accountability

- fair, equitable and ensure value for money
- contracts should be actively and effectively managed and monitored by the contracting authority
- contracting authorities must be able to justify decisions made and actions taken

## Separation of Duties

- ordering and receiving goods and services separate from payment for goods and services

## Risk Assessment

- contracting authorities should engage in risk assessment and risk management

## Record Keeping

- records should be maintained by the contracting authority for a minimum of three years
- all records should be maintained off the e-Tenders platform by the contracting authority

## Training and Professionalisation

- contracting authorities to ensure that officials engaged in procurement are fully familiar with the relevant EU and national rules

# Key principles

## Conflicts of Interest

- contracting authorities to take measures to avoid any distortion of competition and to ensure equal treatment of tenderers
- conflict of interest is any situation where a staff member has, directly or indirectly, a financial economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement process

## Public Financial Procedures

- all administrators in public service bodies must have a clear understanding of the overall framework and underlying principles that govern the consumption of public resources
- emphasis on the need for economy, efficiency and effectiveness, good practice and high standards of propriety
- payment is due when the goods or services have been provided satisfactorily, and the supplier has submitted their account

## Codes of Conduct

- public officials are required to maintain the highest standards of probity in the performance of their duties
- honesty, impartiality and integrity

## Acceptance of Gifts / Bribes

- public officials should not accept benefits of any kind from a third party which might reasonably be seen to compromise their personal judgement or integrity

## Collusive Tendering

- if a contracting authority suspects bid-rigging or collusive tendering, where competitors conspire regarding who might win a particular tender, such activities should be brought to the attention of the Competition and Consumer Protection Commission (CCPC)
- the CCPC has published information material concerning bid-rigging on its website, including a guide for businesses

# Encouraging SME participation

## SME Advisory Group

- meets on a quarterly basis so that the voice of Irish SMEs can be heard by Government and the Office of Government Procurement (OGP). Representatives include:
  - Office of Government Procurement (OGP),
  - Department of Enterprise, Trade and Employment (DETE),
  - Enterprise Ireland (EI),
  - InterTrade Ireland,
  - Competition and Consumer Protection Commission (CCPC),
  - Irish Business and Employers' Confederation (IBEC),
  - Small Firms Association (SFA),
  - Construction Industry Federation (CIF),
  - Chambers Ireland
  - Irish Small and Medium Enterprises Association (ISME).

People < 250  
Turnover < 50 M€  
Balance Sheet < 43 M€

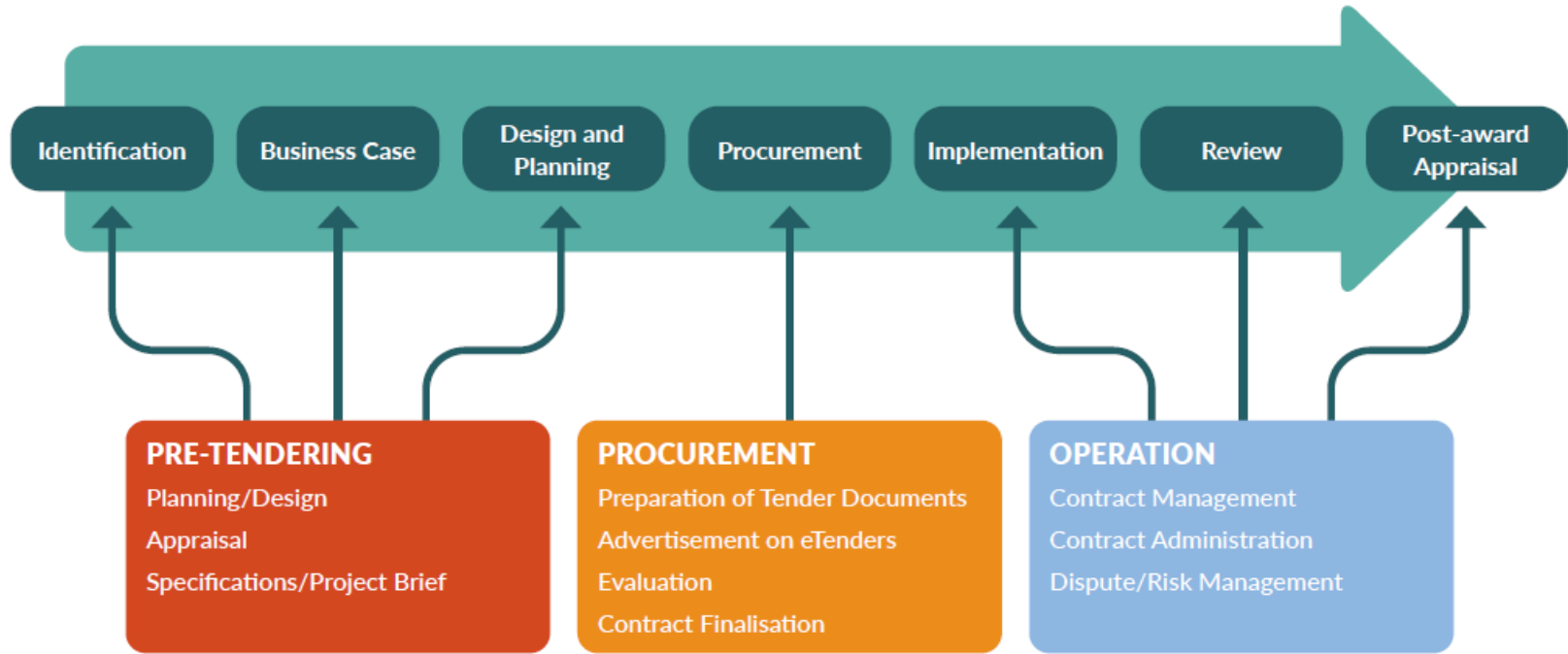
## EU Legislation on SME participation

- The 2016 Regulations contain provisions to make it easier for SMEs to tender for public procurement contracts

## Irish Policy on SME participation

- DPENDR Circular 05/2023: Initiatives to assist SMEs in Public Procurement (transposition of EU legislation)

# Typical public project lifecycle



# Thresholds Ireland



Values  
exclusive  
of VAT

## GOODS AND SERVICES

- < € 5,000
  - issue verbal requests for quotation (RFQ)
  - get a minimum of three quotes confirmed by email
- € 5,000 - € 50,000
  - issue written request for quotation (RFQ) **with written specifications**
  - get a minimum of three quotes confirmed by email
- > € 50,000
  - all contracts should be advertised as part of a formal tendering process on **e-Tenders**

## WORKS

- Capital Works Management Framework (CWMF): suite of guidance, standard contracts and generic template documents
  - CWMF Pillar **1** – standard Instructions to Tenderers (ITT) and Forms of Tender for **Works** contracts
  - CWMF Pillar **2** – standard Instructions to Tenderers (ITT) and Forms of Tender for **Consultancy** contracts
- < € 200,000
  - issue written request for quotation (RFQ) with written specifications
  - get a minimum of **five** quotes confirmed by email
- > € 200,000
  - all contracts should be advertised as part of a formal tendering process on **e-Tenders**



# Mandatory advertising of contracts in the Official Journal of the EU (OJEU)



Values  
exclusive  
of VAT

## GOODS & SERVICES

- € 143,000 : applies to Government Departments and Offices
- € 221,000 : applies to Local and Regional Authorities and public bodies outside of the Utilities Sector
- € 750,000 : applies to all services listed in Annex XIV of the EU Directive 2014/24/EU

## WORKS

- € 5,538,000 : applies to Government Departments and Offices, Local and Regional Authorities and public bodies

## UTILITIES

- applies to entities in Utilities sector covered by Government Procurement Agreement (GPA) - those operating in water, energy, transport, and postal services, as regulated by the EU Utilities Directive (Directive 2014/25/EU)
- € 443,000 : Goods & Services Contracts
- € 5,538,000 : Works Contracts

# Insurance level requirements

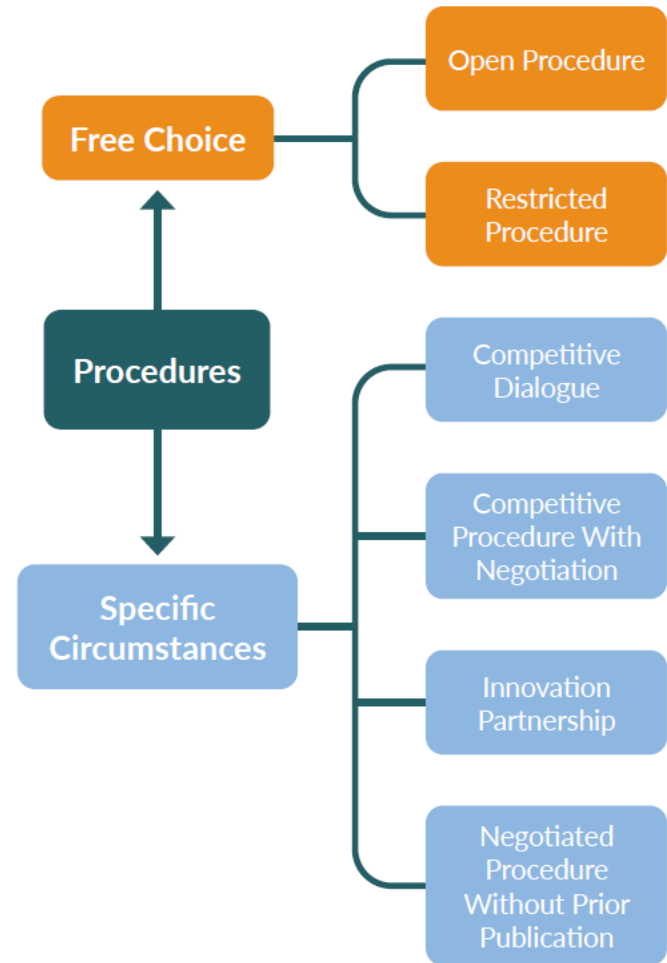
For routine low-to-medium-risk goods and services

Type of Insurance	Minimum Indemnity Limit
Employer's Liability	<b>€12.7m</b> any one claim or series of claims arising out of a single occurrence (if self-employed this is not necessary)
Public Liability	<b>€6.5m</b> any one claim or series of claims arising out of a single occurrence.
Product Liability	<b>€6.5m</b> any one occurrence and in the aggregate per insurance year
Professional Indemnity	Risk assess based on potential damage and/or loss (refer to SCA* guidance)
Cyber insurance	Risk assess based on potential damage and/or loss (refer to SCA* guidance)

(\*) **State Claims Agency:** <https://stateclaims.ie/uploads/banner/Insurance-Risk-Assessment-Template-SCA-GD-01-Form-01.pdf>

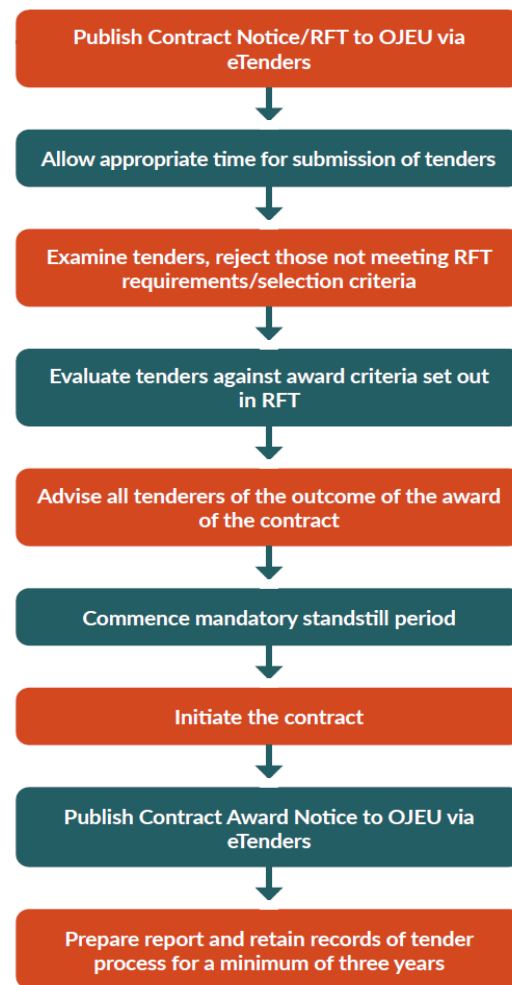
# Award Procedures

There are **six** award procedures that contracting authorities may use when awarding contracts under the 2016 Regulations

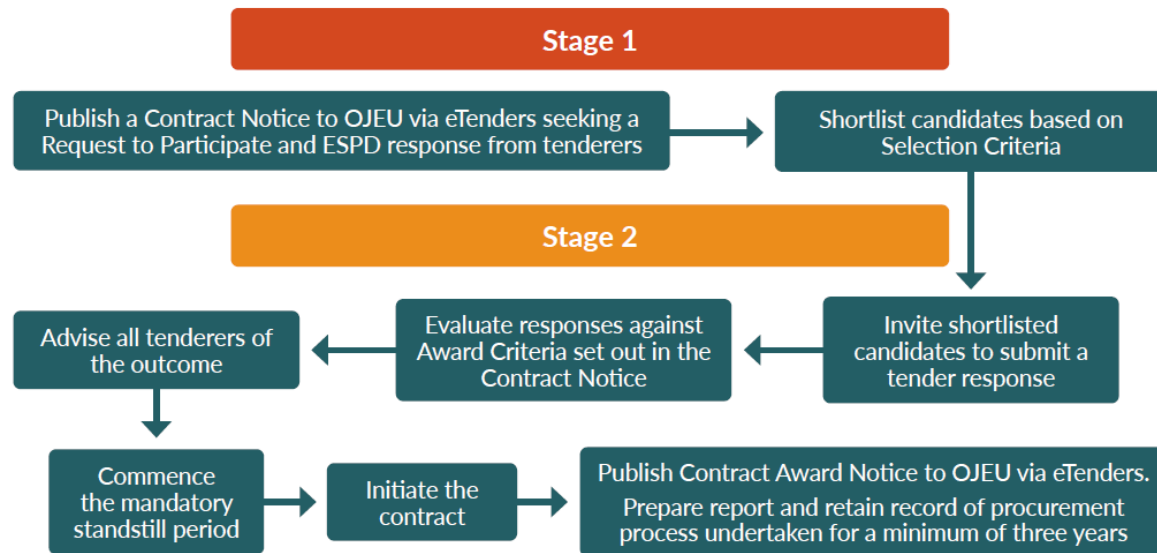


# 1 – Open Procedure

- Single stage procurement where Contract Notice (CN) and Request for Tender (RFT) is published in the OJEU via e-Tenders
- Only tenderers who meet the Selection Criteria are evaluated against the Awards Criteria set out in the RFT
- Tenders are due no less than 35 days from date of Contract Notice in OJEU
- Potential tenderers may be invited to a supplier information session about the requirements of the contracting authority

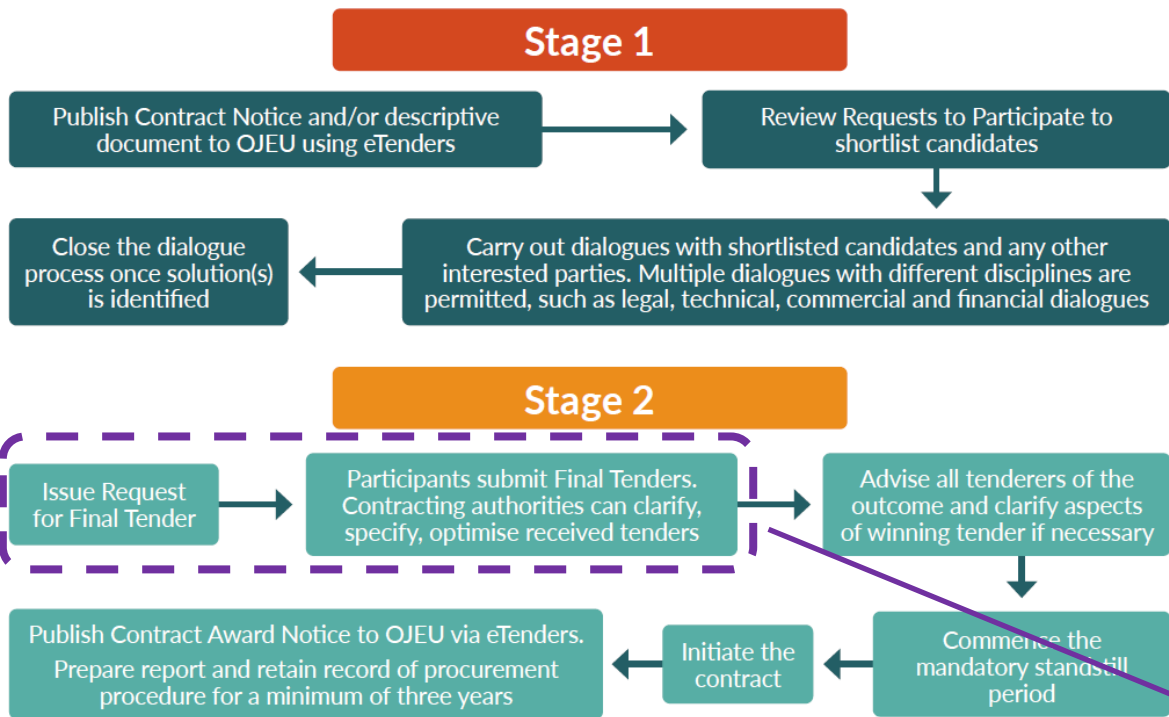


## 2 – Restricted Procedure



- Pre-qualification stage open to all parties interested in submitting a request to participate, and an
- **Award stage** where candidates shortlisted at pre-qualification are invited to submit tenders and are assessed against **Award Criteria** set out in the RFT that is the **Most Economically Advantageous Tender (MEAT)**.
- Once shortlisted, tenderers are granted a minimum of **30 days** further to submit their tenders

# 3 – Competitive Dialogue

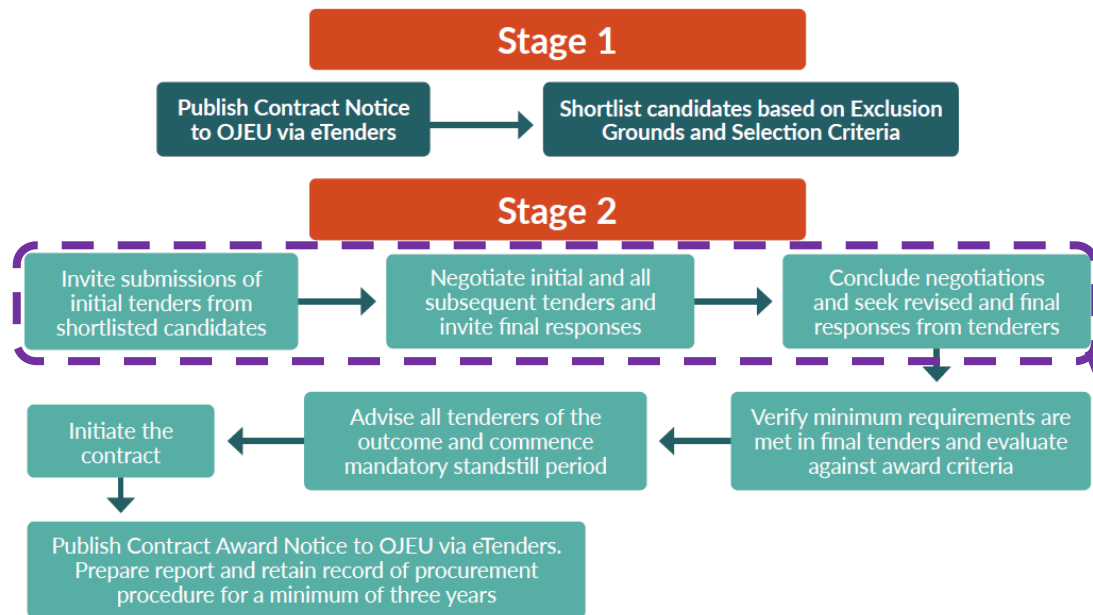


Only if:

- The contracting authority **needs cannot be met** without adaption of readily available solutions
- Contract **includes design or innovative solutions**
- **Technical specifications** cannot be established with sufficient precision
- The contract cannot be awarded without prior negotiation because of specific circumstances related to the **nature**, the **complexity** or the **legal and financial** make-up or because of **risks attached** to the goods, services or works
- In response to an Open or Restricted Procedure where only irregular or unacceptable tenders were submitted

single negotiation stage

## 4 – Competitive Procedure with Negotiation



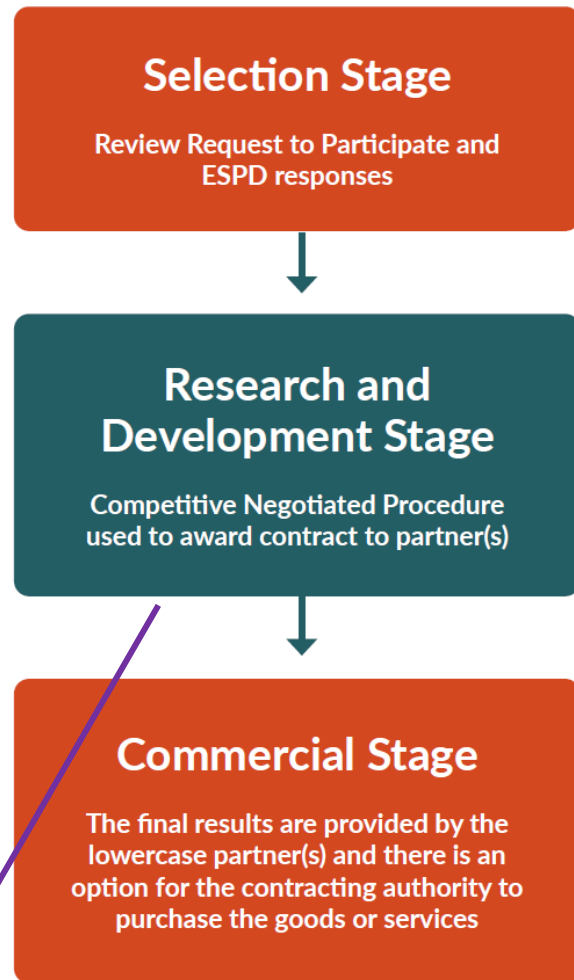
- Any supplier may request to participate. The request must include the ESPD
- Contracting authorities can limit the number of candidate invited to participate
- Only suppliers invited may submit an **initial** tender which is the basis for negotiations
- This is followed by more rounds of negotiation for the contracting authority to seek better offers
- Initial and subsequent tenders can be negotiated, but the **final tender** cannot

multiple negotiation stage

# 5 – Innovation Partnership

- Used when there is **no existing good or service** currently available on the market that meets a contracting authority's needs
- Can set up with **one or more partners** conducting separate research and development activities
- The Contract Notice must **identify the need** is not available on the market and **set out minimum requirements** to be met.
- This information **must be precise** to enable suppliers to identify the nature and scope of the required solution.
- Initial and subsequent tenders can be negotiated, but the **final tender** cannot

Multiple negotiation stages, similar to Competitive Procedure with Negotiation





## 6 – Negotiated Procedure without prior Publication

Can only be used in a limited number of circumstances defined in Regulation 32 of the 2016 Regulations (Award of Contracts by Utility Undertakings)

- No suitable tenders or requests in prior procedures
- Technical or artistic reasons, exclusive rights
- Extreme urgency not attributable to the contracting authority
- Additional deliveries by original supplier
- Commodity market purchases
- Prototypes for R&D
- Design contest winners
- Repeat services after a design contest
- Defense and security when prior publication isn't possible

# MEAT

## Most Economically Advantageous Tender

To identify the most economically advantageous tender, the contract award decision should be based on:

- Price, or Cost, using a cost-effectiveness approach such as lifecycle costing (see EPA), or
- The best price-quality ratio based on sustainable criteria including qualitative, environmental or social aspects, or
- Quality only where the cost element is fixed price



# Quality Criteria

The contracting authority is required to adopt **criteria** linked to the subject matter of the contract, which might include:

- Delivery date or period of completion
- Delivery process
- Running costs
- Cost effectiveness
- Aesthetic and functional characteristics
- Accessibility
- Design for all users
- Technical merit.
- After-sales service, (e.g., the extent of advisory and replacement services)
- Organisation, qualification and experience of staff assigned to the contract
- Social, environmental and innovative characteristics

# Consortia and Subcontracting

- SMEs are encouraged to **form a consortium** if they are not of sufficient scale to tender in their own right
- The template RFT requires a **lead/primary contractor**, who assumes **full responsibility** for the delivery of the contract
- Each company must demonstrate [1] economic and financial capacity and [2] professional and technical ability to perform the tasks assigned to them in the tender, by completing an ESPD
- Contracting authorities may require that a successful consortium assume a specific legal form once the contract has been awarded (**seek legal advice**)
- Tenderers will be obliged to produce a commitment indicating that they have the resources in question at their disposal
- Tenderers must indicate in the tender eventual intention to subcontract any of the contract scope. Subcontractors may be required to submit separate **ESPD**

# OJEU Time Limits

	If electronic tender permitted	If urgent+	Where pin published*	If sub-central authority**
Open Procedure				
Minimum time limit for receipt of tenders	35 days	30 days	15 days	15 days
Restricted Procedure				
Minimum time limit for requests to participate	30 days	15 days	30 days	30 days
Minimum time limit for tenders	30 days	25 days	10 days	10 days
Minimum time limit for receipt of tenders				Minimum time limit for tenders to be set by agreement with tenderers.
				In the absence of agreement
				10 days

	If electronic tender permitted	If urgent+	Where pin published*	If sub-central authority**
Competitive Procedure with Negotiation and Innovation Partnerships				
Minimum time limit for requests to participate	30 days	15 days	30 days	30 days
Competitive Procedure with Negotiation and Innovation Partnerships				
Minimum time limit for initial tenders	30 days	25 days	10 days	10 days
Minimum time limit for receipt of initial tenders				Minimum time limit for tenders to be set by agreement with tenderers.
Minimum time limit for tenders				In the absence of agreement
				10 days
Competitive Dialogue				
Minimum time limit for requests to participate/tenders	30 days			
No explicit time limits for submission of initial/subsequent tenders				

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# **Top Tips for Tendering**



## Register

- It is essential that suppliers interested in supplying goods and services to the public sector should register on eTenders, the national tendering website.
- Suppliers should ensure that they are registered with the **CPV Codes** relevant to their sectors in order to be notified of relevant business opportunities.
- Suppliers can search for **historical** Requests for Tenders (RFTs) and view RFT documentation and contract award notice information.
- Consider taking a public procurement **training course**, these can help you to prepare to tender.
- eTenders is not just for large contracts. Public bodies can use eTenders to procure quotes for contracts below the national advertising threshold for goods and services, €50,000 (exclusive of VAT).



## Read

- Read the eTenders user manuals and view the interactive walkthroughs and [FAQ document](#) which have been developed to help users navigate the website.
- Familiarise yourself with public procurement rules and procedures. The [Public Procurement Guidelines for Goods and Services](#) provide an overview of the procedures and policies that govern public procurement in Ireland in a simplified and accessible form. The guidelines are a useful reference for suppliers.
- Suppliers are encouraged to read the RFT documents carefully. Ensure that you meet the criteria to participate in the competition. Note the selection criteria and the mandatory/discretionary exclusion grounds (further information on these are in the Guidelines). Note the weighting assigned to the individual award criteria and tailor your response accordingly, ensuring that you address all of requirements set out in the RFT.
- The Green Public Procurement (GPP) Strategy and Action Plan commits to the overall target that all public bodies include GPP criteria in all tender competitions using public funds. It is therefore useful to familiarise yourself with [GPP](#) and the [GPP criteria](#) for use by public bodies when procuring in 10 priority sectors.
- [Circular 05/2023: Initiatives to assist SMEs in Public Procurement](#) sets out positive measures for contracting authorities to take to promote SME participation in public procurement.





- Respond to **pre-tender engagement**. On occasion, contracting authorities will engage with the market in advance of publishing a contract notice (via a Request for Information or Prior Information Notice, for example) to gain information and a better understanding of what the market can currently offer, and the risks involved.
- Suppliers have an opportunity to **influence the procurement strategy** of contracting authorities by providing this invaluable market insight.
- Check which procedure is being used. There are **six award procedure types** that contracting authorities may utilise when awarding contracts. The procedure used will dictate the structure of the competition. Information on the different procedures can be found in the **Public Procurement Guidelines for Goods and Services 2024**.
- Ensure to fully **read and understand** the procurement requirements, specifications and award criteria. This will allow you to accurately and precisely compile and tailor a tender submission which clearly responds to the specific procurement.



- Suppliers can **raise queries** or **request clarification** on tender documents from contacting authorities via eTenders. Responses are issued to all tenderers in an anonymous fashion. Seek clarifications if you have any questions or are unclear on any aspects of the tender. Read responses from the contracting authority to **clarifications sought by other tenderers** as these may assist in drafting a tender response. Note the deadline for the receipt of clarifications.
- **Price accurately.** A contract may include a price variation clause to account for inflation, but you cannot renegotiate the price after contract award. It is important to consider and maintain pricing when tendering for any frameworks.
- The Tender Advisory Service (TAS) is available should you have a concern regarding a live tender and meet the required circumstances.
- Consider partnering with another company (via a consortium, for example) if you cannot meet the selection criteria on your own or do not have the resources on your own to deliver the requirements sought.
- Note the Tender Response deadline. Provide sufficient time to upload documents.
- Ensure all necessary documents have been completed and uploaded onto eTenders.
- Suppliers can contact a dedicated eTenders Technical Support Team with questions on system usage.



&



- Review your result and reflect on the tender outcome.
- Request feedback if none provided.
- Take time to reflect on the feedback received.
- Explore the feedback and use it to review and evaluate tender process and approach.
- Monitor contract award information in eTenders.

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# **Forms of Contract**

# Capital Works Management Framework

The **CWME** is a suite of best practice guidance, standard contracts and generic template documents, developed by the Office of Governance Procurement (OGP) developed to deliver the Government's objectives for public sector construction procurement.

- **Pilar 1 – Public Works Contracts**

- PW-CF1 - Building Works designed by the Employer
- PW-CF2 - Building Works designed by the Contractor
- PW-CF3 - Civil Engineering Works designed by the Employer
- PW-CF4 - Civil Engineering Works designed by the Contractor
- PW-CF5 - Minor Works, Building and Civil Engineering Works
- PW-CF6 - Short Form of Contract
- PW-CF7 and PW-CF8 - Investigation Work, Building and Civil Engineering Works above and below ground
- PW-CF9 - Public Works Framework Agreement
- PW-CF10 - Early Collaboration Contract
- PW-CF11 - Term Maintenance and Refurbishment Contract ()

- **Pilar 2 – Conditions of Engagement**

- COE1 – Standard Conditions of Engagement for Consultancy Services (Technical)
- COE2 – Standard Conditions of Engagement for Archaeology Services

- **Pilar 3 – Cost Planning Control and Suitability Assessment**

- **Pilar 4 - Guidance Notes and Glossary**

<https://constructionprocurement.gov.ie/capital-works-management-framework/>

# NEC4

The **NEC4** contracts are a suite of flexible, collaborative, and clearly written contracts designed for the built environment, including engineering, building, and construction industries, offering various options for procuring works, services, and supplies.

- **Works**

- **ECC** – Engineering and Construction Contract
- **ECSC** – Engineering and Construction Short Contract
- **ALC** – Alliance Contract
- **DBOC** – Design, Build and Operate Contract

- **Services**

- **PSC** – Professional Services Contract
- **PSS** – Professional Services Subcontract
- **PSSC** – Professional Services Short Contract

- **Supply**

- **SC** – Supply Contract
- **SSC** – Supply Short Contract

**DART+**

Option **A**: Priced contract with activity schedule  
Option **B**: Priced contract with bill of quantities  
Option **C**: Target contract with activity schedule  
Option **D**: Target contract with bill of quantities  
Option **E**: Cost reimbursable contract  
Option **F**: Management contract

<https://www.neccontract.com/why-choose-nec/which-nec4-contract>

## CWMF

## NEC4 ECC, Option C

### 1. Risk Allocation

Risk Ownership	Client retains most risks (design, site conditions, legislation). Contractor bears construction risks (delays, defects).	Shared risk model. Early warning system encourages joint risk mitigation.
Pros	Clear demarcation reduces disputes.	Collaborative approach improves risk visibility and accountability.
Cons	Contractor may price risks higher due to limited control.	Requires active management to avoid ambiguity in risk ownership.

### 2. Cost Certainty

Payment Mechanism	Lump-sum pricing with fixed rates. Limited flexibility for adjustments.	Target cost with pain/gain share (e.g., 50/50 split for cost overruns/savings).
Pros	High initial cost certainty for clients.	Incentivizes cost efficiency; aligns contractor/client interests.
Cons	Rigid structure complicates handling of unforeseen changes.	Target cost may drift if baseline is poorly defined.

### 3. Change Management

Process	Formal variation orders with client approval. Retrospective pricing.	Proactive compensation events. Changes are priced before implementation.
Pros	Strict control over scope creep.	Transparent, real-time cost impact analysis.
Cons	Slow approval process delays progress.	Requires robust forecasting and collaboration.

### 4. Collaboration & Interfaces

Collaboration	Traditional adversarial roles. Limited contractual incentives for teamwork.	"Spirit of mutual trust" clause. Integrated team workshops required.
Interface Mgmt	Separate contracts for design/construction. Potential gaps in responsibility.	Single contract covers design and construction. Clear interface protocols.
Pros	Familiar structure for public sector teams.	Drives innovation through shared problem-solving.
Cons	Siloed responsibilities increase interface risks.	Demands cultural shift toward open communication.

### 5. Integration

Systems/Tools	Relies on traditional documentation (BOQs, schedules).	Uses digital tools (e.g., BIM, CEMAR) for real-time dashboards.
Data Sharing	Limited transparency in cost/data tracking.	Open-book accounting with Shared cost databases.
Pros	Simpler for low-complexity projects.	Enhances decision-making with live data integration.
Cons	Poor adaptability to complex, fast-track projects.	Requires investment in training and IT systems.

# Summary of Pros and Cons

## CWMF

### Pros

- Predictable for public sector compliance
- Strong client control over design/scope

### Cons

- Inflexible to changes
- High administrative burden

Ideal for small-to-medium public works with well-defined scopes (e.g., school extensions)

## NEC4

### Pros

- Fosters innovation through collaboration
- Financial incentives for efficiency

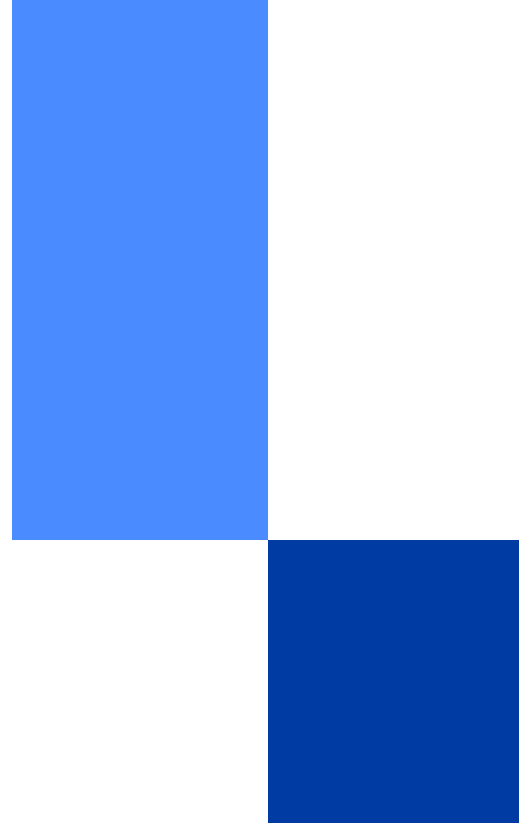
### Cons

- Complex to administer
- Relies on contractor competency and trust

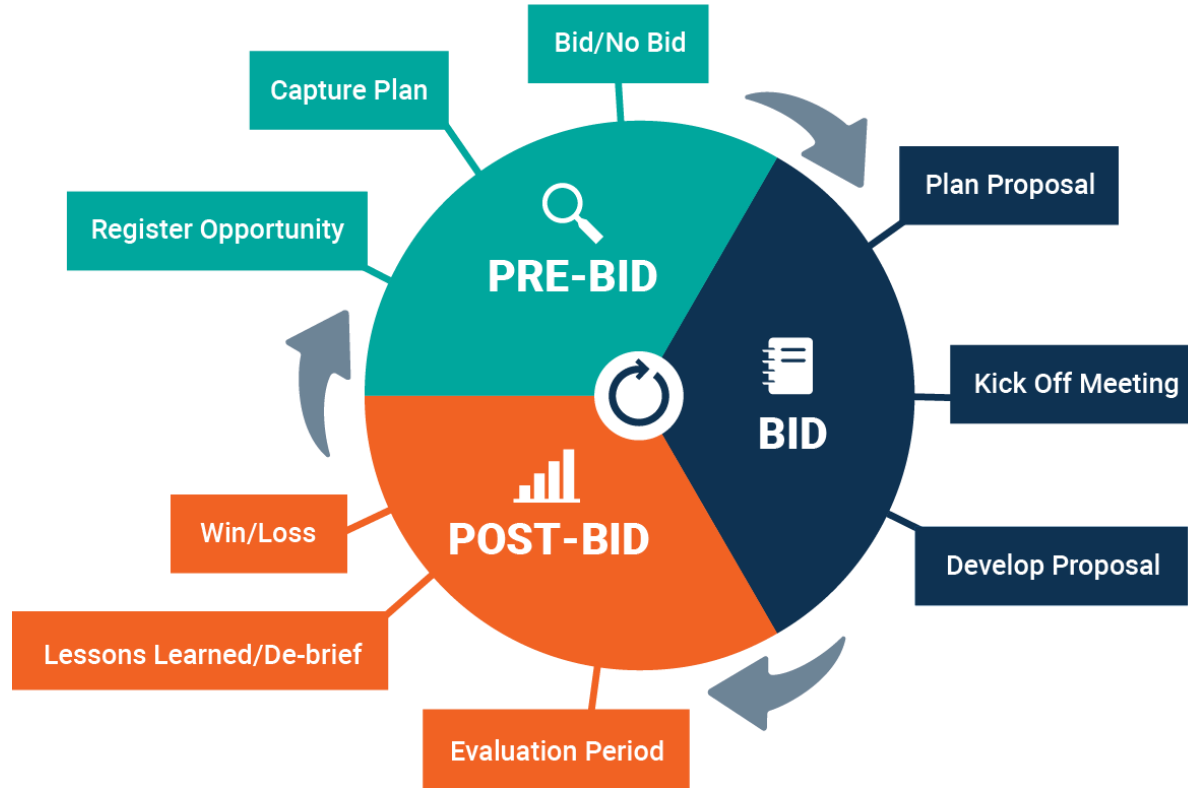
Better for complex, high-risk projects requiring adaptability (e.g., hospitals, infrastructure)



# e-Tenders



# Procurement process



# About eTenders

1. **What is eTenders**
2. **Key Features**
3. **Benefits to Buyers and Suppliers**
4. **How to Register**
  - a) Step 1 – Organisation Details
  - b) Step 2 – Register CPV codes
  - c) Step 3 – Register Supplier Administrator
  - d) Step 4 – Confirmation Email
5. **Finding and Accessing Tenders**
  - a) Search the database of tenders
  - b) Viewing Cft Workspace
  - c) Viewing the Tender's Documents
6. **Bidding on a Tender**
  - a) Creating a Tender Response
  - b) Preparing the Tender Response
  - c) Creating a Tender Response
  - d) The submission – Files and Envelopes
  - e) Ensuring Completeness Before Submission
  - f) Submitting your Tender Response
  - g) Confirmation and Reporting
7. **Important Tips and Considerations**

download User Manual here



eTenders User  
Manual

# What is eTenders?

## Heading

- Official portal for Irish public sector tenders ( $\geq \text{€}25\text{k}$  contracts).
- Operated by the Office of Government Procurement (OGP).
- Purpose: Compliance with EU Directives (2014/24/EU) and Irish regulations.

## Sources

- eTenders Homepage: [www.etenders.gov.ie](http://www.etenders.gov.ie)
- Office of Government Procurement (OGP): [www.ogp.gov.ie](http://www.ogp.gov.ie)
- EU Directive 2014/24/EU: [EUR-Lex](#)
- Irish Public Procurement Rules: [OGP Guidelines](#)



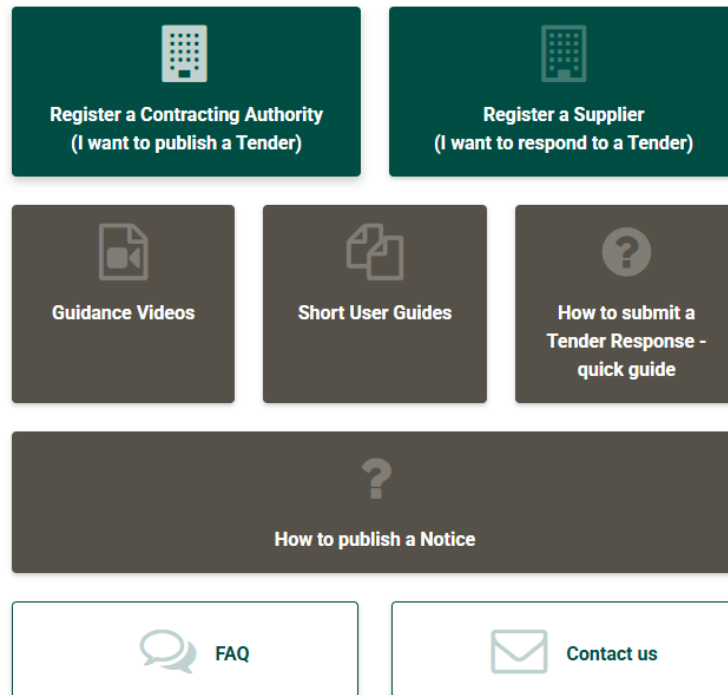
# Key Features

## Heading

- Tender Search: Filter by sector (construction, IT, healthcare), location, or value.
- Submission Portal: Secure, digital bid submission.
- Contract Awards: Publicly accessible records for accountability.
- Alerts: Custom email notifications for new tenders.

## Sources

- Tender Search Guide: [eTenders Help](#)
- Contract Award Search: [eTenders Contract Search](#)



# Benefits for Buyers

## Heading

- Compliance: Automated adherence to procurement rules.
- Efficiency: Centralized process reduces paperwork.
- Audit Trail: Full documentation for transparency.

## Sources:

- OGP Compliance Toolkit: [Procurement Compliance](#)
- EU Procurement Principles: [Transparency & Efficiency](#)

# Benefits for Suppliers

## Heading

- Equal Access: SMEs compete with larger firms.
- Market Insights: Track trends via historical tender data.
- Cost Savings: Free registration and submission.

## Sources

- SME Support on eTenders: [SME Guide](#)
- EU SME Strategy: [SME Participation](#)
- HSE Case Study: [HSE Contracts](#)

# How to Register

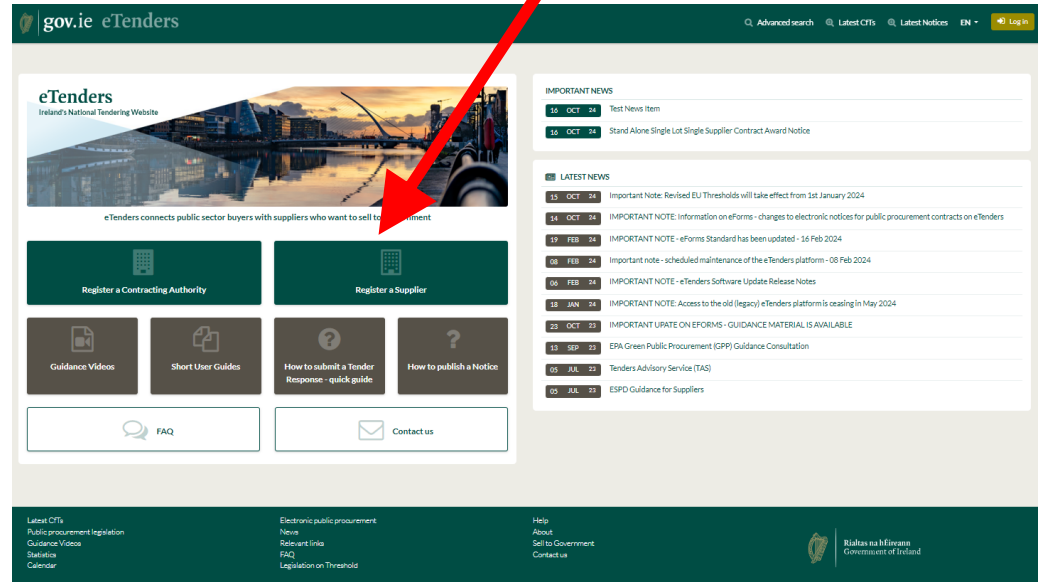
## Heading

- A: Create an account (supplier/buyer).
- B: Verify credentials (tax/VAT details).
- C: Set up alerts and preferences.

## Sources

- Registration Page: [eTenders Signup](#)
- Tax Clearance: [Revenue.ie](#)

*Register a Supplier*





# Step 1 – Organisation Details

## STEP 1: ORGANISATION DETAILS

Organisation Name \*

Company type \*

-Select Company Type- ▼

Enterprise type \*

-Select Enterprise Type- ▼

Type of Business \*

-Select Business Type- ▼

Are you a Social Economy Enterprise (SEE)?

☐ Yes ☐ No

Are you a Voluntary or Community (VOC)?

☐ Yes ☐ No

# Step 2 – Register CPV codes

## Register CPV Codes

### STEP 2: REGISTER CPV CODES

CPV Codes of interest

Search



Search results

48000000-Software package and information system

+ Add to list

Synchronise List

Selected Items

48000000-Software package and information systems


MAIN PANEL CPV

- 03000000-Agricultural, farming, fishing, forestry and related products
- 09000000-Petroleum products, fuel, electricity and other sources of energy
- 14000000-Mining, basic metals and related products
- 15000000-Food, beverages, tobacco and related products
- 16000000-Agricultural machinery
- 18000000-Clothing, footwear, luggage articles and accessories
- 19000000-Leather and textile fabrics, plastic and rubber materials
- 22000000-Printed matter and related products
- 24000000-Chemical products
- 30000000-Office and computing machinery, equipment and supplies except furniture and software packages
- 31000000-Electrical machinery, apparatus, equipment and consumables; lighting
- 32000000-Radio, television, communication, telecommunication and related equipment
- 33000000-Medical equipments, pharmaceuticals and personal care products
- 34000000-Transport equipment and auxiliary products to transportation
- 35000000-Security, fire-fighting, police and defence equipment
- 37000000-Musical instruments, sport goods, games, toys, handicraft, art materials and accessories

The user will select the CPV codes of interest

(CPV = Common Procurement Vocabulary)

# Step 3 – Register Supplier Administrator

 gov.ie eTenders

[Admin Search](#) [Latest OFs](#) [Latest Notices](#) [EN](#) [Log In](#)

Register Administrator

STEP 3: REGISTER SUPPLIER ADMIN

First Name \*

Last Name \*

Username \*

Password \*

Password Rules

Re-enter Password \*

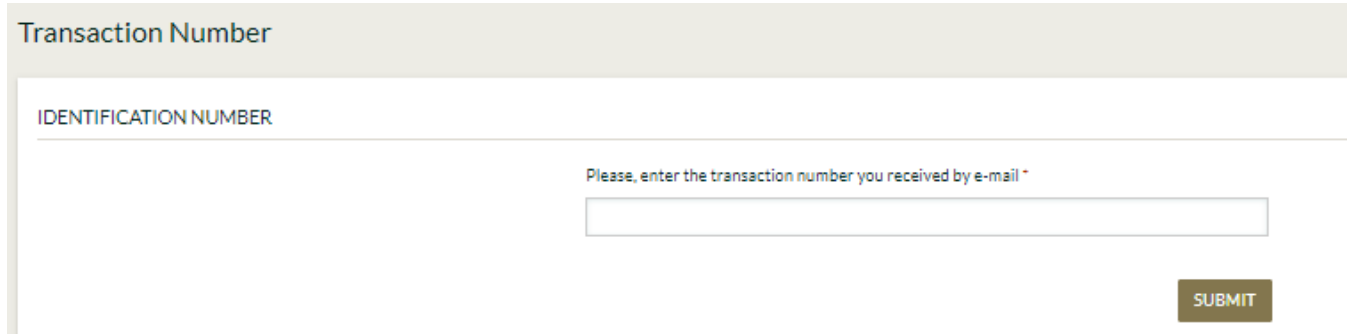
Email \*

Address

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# Step 4 – Confirmation Email

- The Supplier admin user will receive an email notification confirming that the registration process has been successful.
- This email contains instructions on the final step, which the user will need to complete to be able to login into the system.
- Following the hyperlink in the email, the user will access the registration “**Transaction Number**”, which must be copied to the field “**Transaction Number**” field, allowing access to the supplier “**Identification Number**”.
- After selecting ‘Submit’ the user will be directed to the “**Accept Agreement**” page where they will accept the user agreement including the eTenders Terms and Conditions.



The screenshot shows a web form with a light beige header bar containing the text "Transaction Number". Below this, the label "IDENTIFICATION NUMBER" is displayed in a smaller font. A horizontal line separates the label from the input area. The input area contains a text prompt "Please, enter the transaction number you received by e-mail \*" followed by a rectangular text input field. At the bottom right of the form is a brown "SUBMIT" button.

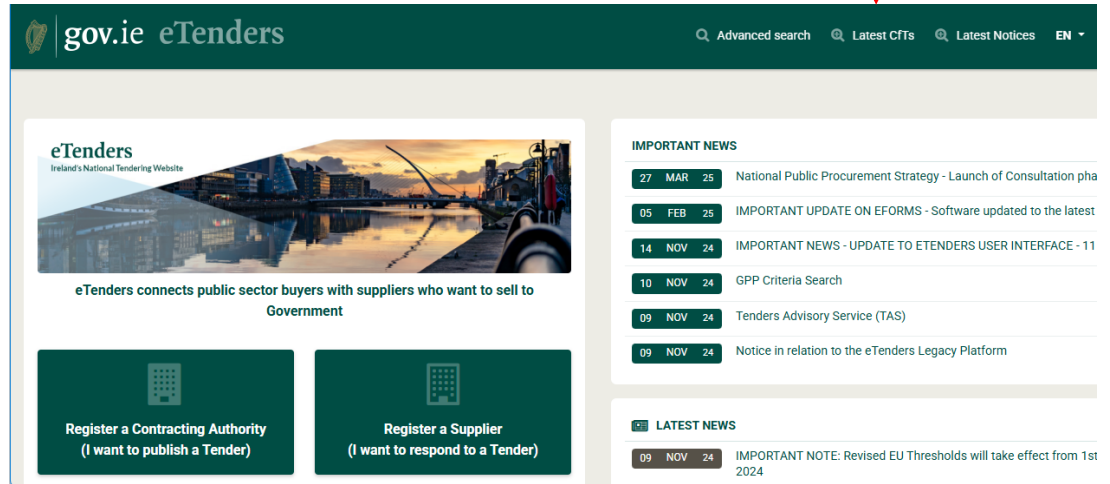
# Finding and Accessing Tenders

## Identifying Opportunities

- Access the landing page on eTenders.
- Select the “Latest CfTc” menu on the top right corner.








## Sources

- Sample Tender: [eTenders Live Example](#)
- Evaluation Criteria: [OGP Guidance](#)



10 ▾ Results Per page | Displaying: 1-10 | 1,850 results in total.

« &lt; Page 1 ▾ &gt; »

#	Title ▴▾	Resource ID ▴▾	CA ▴▾	Info	Date published ▴▾	Tenders Submission Deadline ▴▾	Procedure ▴▾	Status ▴▾	Notice PDF	Award date ▴▾	Estimated value	Cycle ▴▾
1	Brosna Amenity Area and Playground, Co. Kerry - Lot 1 and Lot2	5525066	Brosna Community Development Association		19/04/2025 16:57:08	23/05/2025 17:00:00	Open	Tender Submission			200,000.00	1
2	Naomh Padraig GAA CLUB	5523986	CLG NAOMH PADRAIG CLUB		19/04/2025 10:28:38	26/05/2025 10:00:00	Open	Tender Submission			40,000.00	1
3	Derrynane GAA Community Gym	5523111	Caherdaniel Gym Project		18/04/2025 17:55:28	27/05/2025 17:00:00	Open	Tender Submission			450,000.00	1
4	Premises and Maintenance Tender Dublin Institute For Advanced Studies (DIAS)	5161348	Dublin Institute for Advanced Studies		18/04/2025 16:41:23	18/05/2025 18:00:00	Open	Tender Submission			150,000.00	1
5	cFT Call for Tenders for the Supply,delivery and installation of Construction Studies,Engineering and Graphics/DCG tools and Equipment to Mayfield Community School,Mayfield,Cork	5524103	Mayfield Community School		18/04/2025 16:03:05	16/05/2025 15:00:00	Open	Tender Submission			400,000.00	1
6	Lady Gregory Sculpture	5524052	Department of Housing Local Government and Heritage		18/04/2025 15:49:40	23/05/2025 16:00:00	Open	Tender Submission			70,000.00	1

## Advanced search

CFT

Organisation

CFT Resource ID ⓘ

CFT CA Unique ID ⓘ

Description ⓘ

Maximum Characters: 2000.

Procurement Type ⓘ

Deadline for tender submission ⓘ

From:  To:

CPV codes ⓘ

Estimated value (EUR) ⓘ

Min:  Max:

Title ⓘ

Name of Contracting Authority ⓘ

Workspace Status ⓘ

Procedure ⓘ

Tenders Opening Date ⓘ

From:  To:

NUTS codes ⓘ

Publication date ⓘ

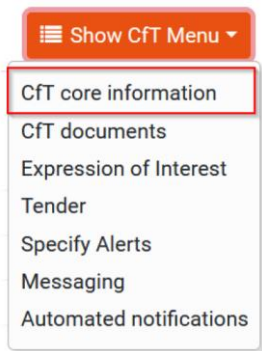
From:  To:

CANCEL

CLEAR

SEARCH

# Viewing CfT Workspace



To preview the details of a CfT, user should select the “**CfT core information**” option from the “**Show CfT Menu**”.

The system will display **CfT details**:

- Title,
- Procurement Type,
- Deadlines,
- etc.

### View CfT Workspace

CFT: CONSTRUCTION OF "ATTIKI ODOS" EXTENSION

NAME OF CONTRACTING AUTHORITY:	European Investment Bank
TITLE:	Construction of "Attiki Odos" extension
CFT CA UNIQUE ID:	
EVALUATION MECHANISM:	Price/Cost Effectiveness
DESCRIPTION:	testing purposes
PROCUREMENT TYPE:	Works
DIRECTIVE:	2014/24/EU (Classic)
PROCEDURE:	Open
CFT INVOLVES:	A Public Contract
CPV CODES:	45000000-Construction work
AWARD PER ITEM:	No
INCLUSION OF E-AUCTIONS :	No
NUTS CODES:	
ESTIMATED VALUE (EUR):	2,000,000,000
ABOVE OR BELOW THRESHOLD:	Above
TIME-LIMIT FOR RECEIPT OF TENDERS OR REQUESTS TO PARTICIPATE:	19/04/2023 00:00
DEADLINE FOR DISPATCHING INVITATIONS:	
END OF CLARIFICATION PERIOD:	18/04/2023 00:00
UPLOAD OF DOCUMENTS WITHIN THE CLARIFICATIONS:	Yes
TENDERS OPENING DATE:	19/04/2023 00:30
ALLOW SUPPLIERS TO MAKE AN ONLINE EXPRESSION OF INTEREST:	Yes
CONTRACT AWARDED IN LOTS:	No



# Viewing the Tender's Documents

Show Cft Menu ▾

- CFT core information
- CFT documents
- Expression of Interest
- Tender
- Specify Alerts
- Messaging
- Automated notifications

## Notice & Contract Documents

CFT: CONSTRUCTION OF "ATTIKI ODOS" EXTENSION

Show Cft Menu ▾

Notices Contract Documents

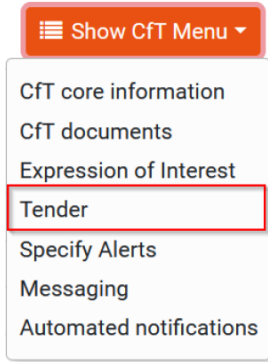
10 Results Per page | Displaying the 1 match.

Addendum ID ▴▾	Title ▴▾	File ▴▾	Description ▴▾	Lang. ▴▾	Document Versions	Actions
N/A	Tender Structure XML - Cycle 1	c4t_110821_1.xml	N/A	EN		

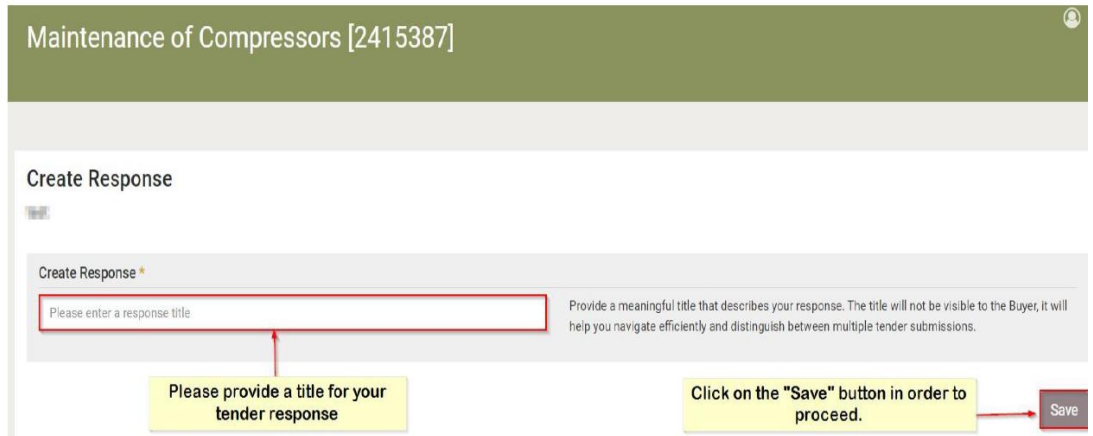
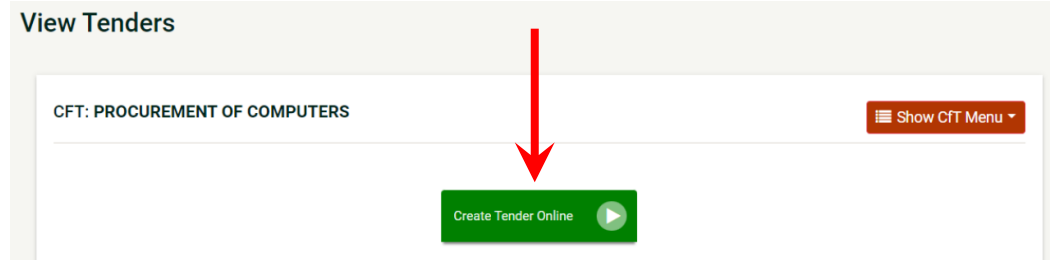
DOWNLOAD ZIP FILE

The platform displays all published OJEU **notices** and **contract documents** which are associated with the Call for Tender

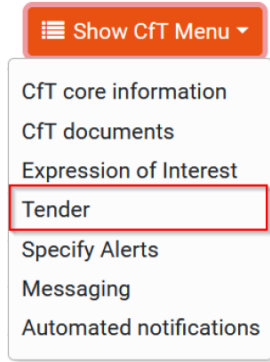
# Creating a Tender Response



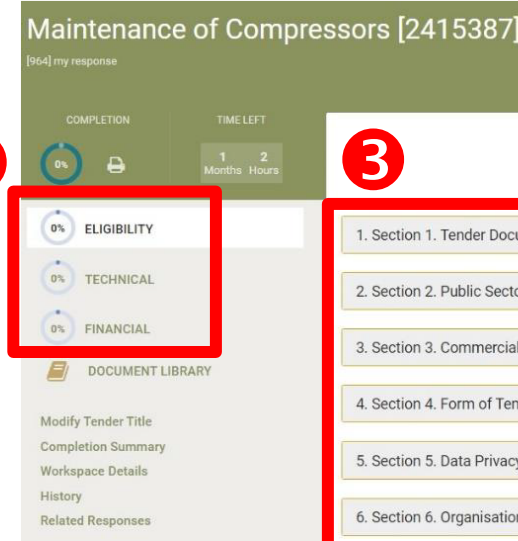
In the **Show CFT Menu** select **Tender**  
Select the **Green Button** to **Create Tender Online**  
Several user from same company can access same tender response at same time



# Creating a Tender Response



2

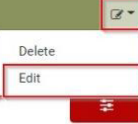


3



1

Click on the "Edit" button in order to be able to fill in your tender response



**WebTPT =**  
= Web-based Tender Preparation Tool

- Click on the “pencil” icon and then on the “Edit” button to start preparing your response.
- This part of the response outlines the number of **envelopes** relevant to the particular tender and will depend on the type of procurement and the submission phase for the tender in question.
- The **left panel** of the WebTPT displays all the **envelopes contained in the call for tender** (e.g. Eligibility, Technical and Financial Envelopes - Eligibility Criteria only for PQQ stage; Technical and Financial Criteria for ITT stage).
- The **right panel** of the WebTPT displays the **requirements of the selected envelopes** (i.e. sections, subsections and criteria in each of these envelopes).

# The Submission - Files and Envelopes

## Organising Your Tender Documents

- The process is similar for 3 envelopes (Eligibility/ Technical/ Financial) or for 1 Offline envelope.
- Make sure you attach files to questions.
- Click on the "no tender files attached" icon.
- To attach files: 1. Choose Files on your computer, 2. Upload them, then 3. click on "Back" to associate them to a criteria.
- Tick files to associate them to a criteria. Only associated files are submitted.
- If the submission shows an OFFLINE envelope, it's better to upload 1 ZIP file including all your files.

**1. Edit tender (before you start)**

**2. Submit Tender (when you finish)**

**1** Access the content of each envelope and prepare response

**2** This icon shows that no tender files have been attached. Click on it !

Process is the same as for 3 envelopes (Eligibility/ Technical/ Financial) or for 1 Offline envelope

**4**

**3** Make Sure you attached files to questions. When submission shows **OFFLINE** envelope better to upload 1 ZIP file including all your files

Procurement of Laptops 2024  
[30469] my test tender

COMPLETION 0% TIME LEFT 3 Days 15 Hours

0% ELIGIBILITY CRITERIA  
0% TECHNICAL  
0% FINANCIAL

DOCUMENT LIBRARY

1.1. Is your company above 5 employees ? \*

☐ yes  
☐ no

1. Complete Tender

1.1. File \*

Please choose files pressing the button at the right.

REFERENCED FILES:  
Tender Response.zip

Modify Tender Title  
Completion Summary

# Ensuring Completeness Before Submission

## Verifying Your Prepared Response

- Fill the content of all displayed envelopes.
- The "no tender files attached" icon turns to white when files are associated.
- All envelopes must show 100% before you can submit.

The image shows two side-by-side screenshots of a procurement system interface. The left screenshot is titled 'Upload Files' and shows a progress bar at 25% completion. It includes a 'Choose Files' button and a 'Back' button. The right screenshot is titled 'Select Reference Files For' and shows a table with two rows of files: 'EN\_F02.pdf' and 'EN\_F05.pdf'. Both files are checked in the 'Filename' column. A yellow callout box points to the checked boxes with the text: 'Tick files to associate them to a criteria' and 'Only associated files are submitted !'. A green arrow points from the 'Back' button in the left screenshot to the 'Select Reference Files For' screenshot.

**Upload Files**

Only files associated with one or more criteria will be submitted.  
If you see "OFFLINE" at the left of the page instead of "Eligibility/Technical/Financial", then please upload a single zip file, with all your tender documents.

Upload Files ⓘ  
File size limit: 250 MB | Total space per response 500 MB

Choose Files Choose Files or drag & drop here

**Upload queue** ⓘ  
Queue length: 2

Name	Size	Progress	Status	Actions
EN_F02.pdf	167 KB	100%	✓	⬆️ ⬇️ ⬆️
EN_F05.pdf	167 KB	100%	✓	⬆️ ⬇️ ⬆️

Queue progress:

Upload Cancel Remove

Back

**Select Reference Files For**

Only files associated with one or more criteria will be submitted.  
If you see "OFFLINE" at the left of the page instead of "Eligibility/Technical/Financial", then please upload a single zip file, with all your tender documents.

Is your company above 5 employees ?

<input type="checkbox"/>	Filename	Title	Comment
<input checked="" type="checkbox"/>	EN_F02.pdf	N/A	Enter comment/s
<input checked="" type="checkbox"/>	EN_F05.pdf	N/A	Enter comment/s

Upload a new file

Cancel Save

2. section BIS

**Tick files to associate them to a criteria**  
**Only associated files are submitted !**

**1. Choose Files on your computer,  
2. Upload them then  
3. click on "Back" to associate them to a criteria**

# Submitting Your Tender Response

## Finalising Your Submission

- Click on Submit tender only when all envelopes show 100%.
- At the end do not forget to click on SUBMIT tender (when you finish).
- No Submission is allowed after the Tender Submission deadline.
- Incomplete Tenders are not accepted.

Procurement of Laptops 2024

[30/09] my test tender

COMPLETION 100%

TIME LEFT 3 Days 15 Hours

(EDITED) **Submit**

1. Technical response ✓

2. Financial response

Fill the content of all displayed envelopes

You can click on **Submit** tender only when all envelopes show 100%

**2. Submit Tender**  
(when you finish)

This icon turns to white when file are associated !

# Confirmation and Reporting

## Post-Submission Verification

- After clicking "Submit", a PDF of the submission report is available for download.
- After submitting, a success message and receipt ID is displayed.
- After tender submission, always check that you see green ticks and can access the tender submission report.
- Also check that you receive an email notification after Tender Submission.

Procurement of Laptops 2024

COMPLETION 100% 3 Days 15 Hours

ELIGIBILITY CRITERIA 100% TECHNICAL 100% FINANCIAL 100% DOCUMENT LIBRARY

Modify Tender Title  
Completion Summary  
Workspace Details  
History  
Related Responses

1. Technical response

1.1. Please describe here the laptops that you can deliver \*

Max 5000 characters.

fgdsgf

After Click on **Submit** a PDF of submission report is available for download

2

Success  
✓ You have received the tender receipt id #000002220

Success  
✓ Submitted

1

After Click on **Submit** a success message and receipt ID is displayed

Orifg um Sholakhthar Riikstais  
Office of Government Procurement

CTF Management • EG administration • Preliminary market

08:57:42 IST

### View Tenders

Tender submission is now open.

CFT: PROCUREMENT OF LAPTOPS 2024

Create Tender Online

Cycle 1

List of submitted Tenders

#	Submitted by	Name	View Tender	D/P receipt ID	D/P submission time	T/P receipt ID	T/P submission time	T/P conformance	Status	D/P match result	Received on Time
1	asup1	my test tender				000002220	25/09/2023 08:57:22	✓	✓	✓	✓

VIEW REMOVE

✓ All items submitted/Hash match | ⚠ Additional items will be needed | ✗ mismatch/Late Submission

► List of draft Tenders

3

After you successfully submit,  
a submission report will be available!

# Important Tips and Considerations

## Key Advice for Successful Submission

- Start the preparation of your tender well before the Tender submission deadline (avoid any last-minute issue)
- No Submission is allowed after the Tender Submission deadline
- Incomplete Tenders are not accepted
- In case of issue with system usage contact the Support well before the deadline (not last day and last hour).
- At the end do not forget to click on SUBMIT tender (when you finish)
- Already submitted tenders are not editable. To provide new information or edit the already submitted information. The user should create a new tender submission.
- After tender submission always check that you see **green ticks** and can access the tender submission report.
- Also, check that you receive an email notification after Tender Submission.



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