

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?

HOW DOES IT HELP?

TYPICAL MISTAKES & 25 MOST COMMON ERRORS

HOW TO HANDLE SITUATIONS?

GOOD PRACTICES, CASE STUDIES, TEMPLATES, TIPS







KNOWLEDGE

Most of the **ERRORS**

TOP 10 TIPS TO AVOID PUBLIC PROCUREMENT ERRORS

DO

DON'T

PLAN, choose the CORRECT PROCEDURE, document

Find the appropriate **CONTRACT PACKAGING OPTIONS**

Launch WITHOUT ADEQUATE PLANNING, approval and controls **SPLIT** or avoid grouping **CONTRACTS**



TEN

AWARD

PUBLISH the Contract Notice in the OJEU

Check potential CROSS-BORDER INTEREST and advertise

Follow **MINIMUM TIME LIMITS** in Directives and national rules **DESIGN** selection criteria (eligible tenderers), AWARD criteria (best tenders)

Ensure that everyone has signed a Conflict of interest declaration

Start WITHOUT ADVERTISING nationally and/or in OJEU Launch WITHOUT stating the selection and AWARD CRITERIA



ACCELERATE TIMETABLES faster than the minimum time limits

Apply discriminatory, unrelated or unproportionate selection criteria



Insufficient

CAPACITY

ADMINISTRATIVE

Evaluate using **UNLAWFUL AWARD** criteria/modify award criteria after opening

Allow **CONFLICT OF INTEREST** in preparation or evaluation

Implement without STANDSTILL/REMEDIES PERIOD

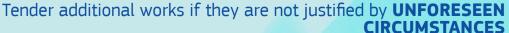
MODIFY the contract/AWARD DIRECTLY SUPPLEMENTARY







PUBLISH contract award notice



Apply **TRANSPARENT** and **FAIR** procedures