



Office & Training Solutions Ltd

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Session Outline –Overview of Procurement Rules

Programme Objectives:

By the end of this session delegates will be able to...

- Outline the purpose of community procurement law & it's principles
- Define a contract & a framework agreement
- Explain the 4 different types of tendering procedures
- Outline the different thresholds
- Explain implications of circular 10/10
- Distinguish between selection and award criteria
- Explore the requirements in each step in the tendering process from contract notice to contract award i.e.
 - Invitation to Tender (ITT)
 - Selection & award criteria
 - Evaluation & award decision
 - Notification of outcome
- Examine the templates and guidance documents to support each of the above steps
- Investigate E tenders and how it works

Target Trainee Profile

Suitable for all individuals engaged in the public procurement of supplies, works and services.

Training Approach

Tutor input

Group work & discussions

Training Duration

This session is delivered over 4 hours