



The usual steps to be taken

C.R.O.W

Whatever the procedure may be, a contracting authority will have to take the following steps:

- deciding whether or not to publish the award procedure
- preparing the technical requirements on the basis of which contractors have to base their tender
- formulating the criteria for qualitative selection
- formulating the criteria for the award of the contract
- organize the actual submitting of bids by the tenderers
- · opening the bids
- · evaluating the bids
- deciding which tenderer meets the criteria for qualitative selection
- deciding which <u>bid</u> meets best the criteria for the award of the contract



3

Choice of procedure



- assuming that EC Directives (PPD) have to be observed
 - Public works, supply and service contracts
 - Pubic procurement in the water, energy, transport and postal services sectors
- · freedom of choice as regards:
 - open procedure (all interested contractors may submit tenders)
 - restricted procedure (all interested contractors register for prequalification. Only prequalified contractors are invited to submit tenders)
- only in very exceptional circumstances:
 - negotiated procedure
 - competitive dialogue
- negotiated procedure <u>always</u> allowed under EC Directive 2004/17 (for instance: Dutch Rail)

The seven basic elements of DSS



- · Develop and expand policy of tendering
- Control the policy
- · Be aware of its value
- Know what the definition is of DSS
- What's really important: time, money or quality
- The kind of contract: traditional or
- · Criteria and (pre) selection

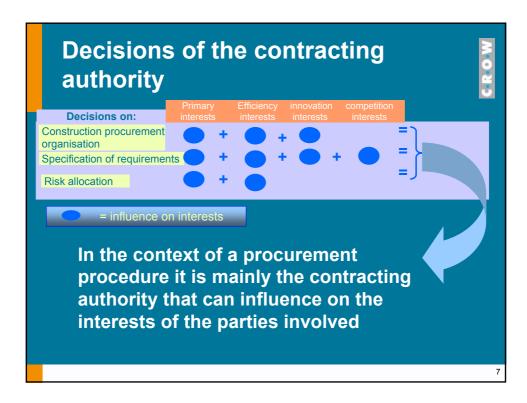
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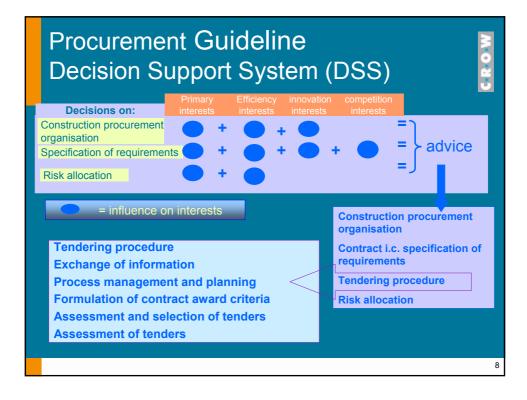
quality criteria: value stipulates



- 10 = excelling (maximum points)
- 8 = very good
- 6 = good (meets the requirements) (zero points)
- 4 = insufficient (don't meets the requirements)
- 2 = bad

Criteria and the method to determine the value should be mentioned in the procurement documents





Tendering and contracting



... can become a dangerous proces

Decisions of the contracting authority

> from initiative till signing the contract

... and asks for awarenes of choices for optimized tuning of

- > Construction procurement organisation
- > Contract i.c. specification of requirements
- > Tendering procedure
- > Risk allocation

9

The tendering guideline ...





.... is developed to support you during the proces of making choices



 \dots it has the ambition to be the professional standard for tendering and contracting in the building trade and construction industry

... consisting

The text booklet (free to enter)

DSS

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> The DSS (log in)

... many professionals gave their support already to the system

