

CT 5001/2012

Contracts Circular N° 13/2012

Department of Contracts
Notre Dame Ravelin
FLORIANA

To Heads of Department and Government
Organisations

13 June 2012

Electronic Public Procurement

The Department of Contracts in collaboration with the Malta Information Technology Agency is rolling out to Departments and Government agencies an electronic public procurement system. This system will provide new opportunities to public administrators and also to economic operators. It will increase efficiency and business opportunities while it reduces administrative burdens. There will not be the need for economic operators to deliver their offers in hard copy to contracting authorities. The bids of economic operators can be delivered online irrespective of the distance between the contracting authorities and the location of bidders. This new public procurement system will cater for Departmental tenders and tenders published through the Department of Contracts. It can also be used to obtain quotations.

Preparations for this transition have been going on for a long time. The procurement of this system has been announced through a conference organised by MITA in June 2011. In the conference organised by the Department of Contracts in December 2011, the experience of the first etenders has been discussed. Since that time, regular information sessions for economic operators have been organised. Hundreds of people have attended such sessions. Besides, training to public officials started being organised on a regular basis in collaboration with the Centre for Development, Research and Training. There is an open call for applications for all public officials who would like to attend such training. Those interested should access the Department of Contracts' website at www.contracts.gov.mt.

It is felt that the level of preparedness of all those people involved in public procurement has reached such a high level that a complete transition can be planned. In this regard, all those public officials that attend training on this system are being provided with a user account. Each official is expected to activate his account and to try to create a tender in the demo environment. Anybody encountering any difficulties should address his questions to the IT Unit of the Department of Contracts. Public officials are being encouraged to create simple Departmental tenders in order to develop their experience on electronic public procurement. Those officials that prepare an etender for publication by the Department of Contracts, should forward it to this Office on the e-mail address of this Department at info.contracts@gov.mt. Revised tender templates have been published to cater for the new system of tendering. Officials are to consult with the Department's electronic tenders website at www.etenders.gov.mt.

Departments are to note that tenders forwarded to this Department after 2nd January, 2013 will only be published through the electronic public procurement system. Tenders forwarded to this Office after this date in hard copy will be referred back for re-drafting.

The Department of Contracts will provide all the necessary support to contracting authorities so that this transition will be as smooth as possible.

Francis Attard
Director General (Contracts)