

Department of Contracts
Notre Dame Ravelin
FLORIANA

Permanent Secretaries
Directors General
Directors
Heads of Public Sector Organisations

20 January 2015

TRANSITION TO ELECTRONIC PROCUREMENT FOR DEPARTMENTAL TENDERS

On 11 March 2014 through an e-mail sent to all Permanent Secretaries, Ministries were requested to submit a plan for the transition to e-procurement in respect of departmental tenders published by all Contracting Authorities within their respective portfolio.

Unfortunately only four Ministries (MEIB/MGOZ/MTI/MFSS) approached the Department of Contracts during 2014. In order to facilitate the transition, dedicated training to all members of staff working in the procurement field of these Ministries was afforded accordingly.

It is important to re-state the potential benefits of electronic procurement, not only in terms of streamlining procurement requirements and increasing the efficiency and effectiveness to both Government and Economic Operators, but also in terms of modernising the Public Administration. Furthermore, the lengthy co-existence of paper-based (traditional) and electronic procurement should be avoided as it inevitably results in unnecessary costs to both Contracting Authorities and Economic Operators as staff with distinct skills will have to be retained to cater for both.

Pursuant to the above, those Ministries that have not yet submitted the requested plan for the transition to e-procurement are kindly solicited to contact the Department of Contracts by not later than 15 February 2015. The plan shall detail the envisaged deadline date for the transition and a contact person at Ministry level who shall be responsible for the transition. In order to assist you in the transition, upon receipt of the proposed plan, the Department of Contracts shall contact your Ministry's contact person in order to agree on a training programme for all Contracting Authorities within the Ministry's portfolio. The training which will include an overview of public procurement and hands-on training on how to make the best use of the e-procurement system will be facilitated by staff from the Department of Contracts whereas the Ministries will be expected to take care of all logistics including, venue and invitation to participants, equipment, internet connections, and payment to facilitators.

The cooperation and commitment to this initiative by everyone is critical for the transition to e-procurement across Government which will reap benefits to all

stakeholders including the individual Contracting Authorities as well as Economic Operators and in the process increase the visibility, accessibility and transparency of public procurement.

In case of any difficulty on this subject it would be greatly appreciated that these be addressed to Mr Oreste Cassar, Director (Information Security and Administration) at oreste.cassar@gov.mt.

Anthony Cachia
Director General (Contracts)