

Department of Contracts
Notre Dame Ravelin
FLORIANA

To Permanent Secretaries
Directors General
Directors
Heads of Public Sector Organisations

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ROLE OF GPP CO-COORDINATOR

Further to Contracts Circular No 22/2014 '**Mainstreaming GPP across the public sector contracting authorities**' published on the 10 December 2014, this circular aims to clarify the role of the GPP coordinator within the respective Ministries, namely with regards to the clause:

(iii) The Ministry GPP coordinator shall ensure that all Contracting Authorities within the respective Ministry comply with the provisions of the GPP NAP.

This department would like to expand further on the GPP co-coordinator's role of ensuring compliance with the NAP (National Action Plan). Whilst a flexible approach has been adopted, the GPP weekly reports have indicated that additional effort is required in order to ensure the success of the Green Public Procurement initiative. It is being emphasized that the GPP coordinator shall ensure that the following measures are implemented:

- a) Ongoing screening of tenders to ensure that all tenders are in line with the GPP requirements;
- b) Identify tenders not submitted for screening by relevant Contracting Authorities and ensure necessary follow up is carried out;
- c) Coordinate and maintain an up to date GPP weekly report;
- d) Participate in training sessions related to GPP;
- e) Enforce the right to cancel tenders which are not in compliance with the mandatory GPP criteria;
- f) Ensure that drafters are aware that the self certification of the Tender Originators Form (TOF) is only one step in verifying compliance to the GPP criteria.

Whilst appreciating the efforts of all concerned, one has to acknowledge the fact that the role of GPP coordinator can only be fulfilled if every measure is complied with in a diligent manner. This will ensure that the whole exercise is of benefit to each particular organization and the Public Administration as a whole.

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