

CT 5012/2020

Contracts Circular N° 15/2020

Department of Contracts
Notre Dame Ravelin
FLORIANA

To Permanent Secretaries
Directors General
Directors
Heads of Public Sector Organisations

30 October 2020

MODUS OPERANDI OF THE DEPARTMENT OF CONTRACTS AND PUBLIC PROCUREMENT PROCESSES IN VIEW OF POST-COVID-19 (3)

Further to Contracts Circulars: 03/2020 (dated 17 March 2020); and 07/2020 (dated 23 June 2020) the below contents aim at updating the current Tender Evaluation Committee (TEC) operational processes in line with present COVID-19 scenario.

Whilst Evaluation Committees are still to convene, relevant committee members are encouraged to conduct tender evaluation remotely and independently through the ePPS. All Evaluation Committee members may choose to endorse the Evaluation Report, and any subsequent Addenda, through email, and via the ePPS, specifying that they agree with the respective document and its contents. The hard copy of the Evaluation Report / Addendum (endorsed through email or in person) shall still need to be sent to the respective competent authority. For Department of Contracts' Calls for Tenders, a soft copy of the Evaluation Report should be sent to evaluationreports.contracts@gov.mt.

It is important that **all** Tender Evaluation Committee (TEC) members utilise the same endorsement method, being through email, or sign the hard copy in person.

Any queries can be addressed by calling on +356 21220212 or through an email to info.contracts@gov.mt. Due to the special circumstances currently prevailing, the cooperation of Public Procurers is solicited in order to ensure a smooth continuation of business processes.

Anthony Cachia
Director General (Contracts)