

LIST OF PROCUREMENT POLICY NOTES

IMPORTANT TO READ: BACKGROUND NOTE TO PROCUREMENT POLICY NOTES

PPN No	Subject	Date Issued
1	Deposit on Right of Recourse – Appeals	02/12/2013
2	Tendering Period: Repealed on 08/01/2019	02/12/2013
3	Bid Bond (Tender Guarantee Values): Repealed by PPN #31	02/12/2013
4	Estimate Calculation in Tenders	30/01/2014
5	Requests for Samples, CVs and Declaration of Key Experts at Evaluation Stage	30/01/2014
6	Remit of the Evaluation Committees	30/01/2014
7	Financial Offer Confirmation - Arithmetic Errors (Updated) Previous Title: Requests for Arithmetical Errors	24/01/2020 14/07/2014
8	Utilisation of the Best Price Quality Ratio (BPQR) – Previously known as MEAT	18/08/2014
9	Requests for Clarification and Rectifications at Evaluation Stage	18/09/2014
10	Financial Offer Value in Euro (Updated)	02/03/2020 20/10/2014
11	Key Experts	13/01/2015
12	Exclusion of VAT in Contract Value	20/01/2015
13	Extended Recess Periods	25/03/2015
14	Departmental Adjudication Boards	22/05/2015
15	Minimum Indicative Quantities to be requested in a Bill of Quantities	06/07/2015
16	Delivery Lead Time for provision of Supplies	10/08/2015
17	Issues concerning Direct Order Approvals: Repealed by PPN #32	11/08/2015
18	Clarification Letters issued during the Publication Period	26/08/2015
19	Rectifications Procedure (Updated Twice)	12/10/2015 12/10/2015 26/08/2015
20	Inclusion of Evidence and Justifications in Evaluation Reports (Updated Evaluation Report): Repealed on 08/01/2019	19/10/2015

PPN No	Subject	Date Issued
21	Performance Guarantee Value	30/11/2015
22	Single Bond and Performance Guarantee	30/11/2015
23	Notification to Evaluation Committees in respect of the General Contracts Committee's Decision (Award/Cancellation) Previous Title: Letters of award / cancellation sent to Departmental Adjudication Board (Evaluation Committee) by the Department of Contracts (DoC)	04/12/2015
24	GPP Certificates	19/01/2016
25	Best Price Quality Ratio (BPQR) – Precarious Services	25/04/2016
26	Verification of the Tender Guarantee (Bid Bond) during the Evaluation Process	31/05/2016
27	Obligations of Article 6 of the Energy Efficiency Directive on Procurement of Products, Services and Buildings (Updated)	30/03/2020 08/06/2018 28/06/2016
28	Health and Safety issues in respect of Works Tenders including Construction	02/08/2016
29	Requests for Clarifications and Rectifications at Evaluation Stage for Departmental Tenders (Updated)	02/08/2016
30	Supporting Documents: Repealed on 08/01/2019	19/04/2017
31	Bid Bond (Tender Guarantee) Values	15/06/2017
32	Direct Orders below the Local Threshold	19/06/2017
33	Inclusion of Green Public Procurement requirements in Procurement Documents (Updated)	05/07/2017 19/06/2017
34	Pre-Financing for EU Funded Procurement (Updated)	20/12/2017 04/09/2017
35	Updated Rectifications Procedure	18/09/2017
36	Contract Award Notice New Mandatory Fields	23/01/2018
37	Letters to Successful and Unsuccessful Bidders – Quotations and Tenders	28/09/2018
38	Publication Period for above EU Threshold Procurement	03/12/2018
39	Cancellation of a Procurement Call	17/01/2019

