

Procurement Policy Note: Availability of Standard EU Forms and Notices for Public Procurement

Action Note 17/15 2 December 2015

Issue

1. This PPN announces that the new EU standard forms and notices for public procurement have been published in the Official Journal of the EU and will come into force on 3rd December 2015.
2. Contracting authorities should now prepare to use the new standard forms and notices in relation to procurements under the Public Contracts Regulations 2015.

Dissemination and Scope

3. This PPN is directly applicable to all contracting authorities, including Central Government, Executive Agencies, Non Departmental Public Bodies, wider public sector, local authorities and NHS bodies. Please circulate this document (for information) within your organisation, including where relevant to Executive Agencies and Non Departmental Public Bodies and other contracting authorities for which you are responsible, drawing it to the attention of those with a purchasing role.

Timing

4. The new standard forms and notices will be accessible on the Tenders Electronic Daily (TED) website, under eNotices, on 3rd December. E-senders will provide access to the new standard forms and notices when they have received TED re-qualification.

Action

5. Contracting authorities must use the new standard forms in relation to procurements under the Public Contracts Regulations 2015 when they become available. The forms and notices are to be electronically

transmitted to the Publications Office, using either the TED eNotices online application or the TED e-Sender system.

Background

6. Directives 2014/24/EU, 2014/23/EU and 2014/25/EU set out the information for public and utilities procurements and concessions that must be included on standard forms and notices submitted to the Official Journal European Union (OJEU).
7. The UK transposed Public Sector Procurement Directive 2014/24/EU early and transitional arrangements had to be employed for completion of the standard forms and notices until new forms were adopted within the EU.
8. The EU Commission's Implementing Regulation (EU) 2015/1986 of 11 November 2015 gives legal effect to the new forms. It was published in the Official Journal on 12th November 2015 (see hyperlink below) and comes into force on 3rd December 2015.
9. Transitional arrangements of augmenting the information on the existing forms and notices will end when the new standard forms and notices are available from TED eNotices or the TED e-Sender system.
10. Due to the requirement to adapt systems to accept the new standard forms and notices, and the time needed to re-qualify, some e-Senders may not have the new standard forms and notices available in December. The transitional arrangements may continue whilst re-qualification phase is taking place.

Further Information

11. More information on the new standard forms and notices is available at http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L_.2015.296.01.0001.01.ENG

Contact

12. Enquiries about this PPN should be directed to the Crown Commercial Service Helpdesk: telephone 0345 410 2222, email info@crowncommercial.gov.uk