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services for professional procurement  
**be better informed, make better decisions**



**Lionel McCarthy,**  
**Managing Director**  
**Achilles Procurement Services**

**Public Sector Procurement  
Do's and Don'ts for SMEs  
and the Economic  
Advantages of Clustering  
for Sustainable  
Procurement**

services for sustainable procurement  
**global** resources. **local** skills



Civic Offices, Wood Quay

16<sup>th</sup> March 2011



## Dealing with Public Bodies

### **Classification of Contracts**

- Supplies/Products
- Works, including Renovation
- Services

### **Freedom of Establishment**

### **Freedom to Provide Services**



## Treaty Principles

- Equal Treatment**
- Transparency**
- Proportionality**
- Mutual Recognition**
- Directives**



## General Issues

- ❑ Advertising via [www.etenders.gov.ie](http://www.etenders.gov.ie)
- ❑ **SMEs encouraged to tender (Circular 10-10)**
  - ❑ Contracts for less than €50k not advertised generally
  - ❑ Contracts for €50k - €250k advertised using Open procedure
  - ❑ Contracts above €250k – open or restricted;
- ❑ **Contracts above €4.8m via OJEU – open or restricted**



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Published	Details
14/03/2011	<a href="#">Community Centre Renovation and Upgrade</a> Ref: MAR203955, <b>Deadline:</b> 01-apr-11 By Drumphea Community Centre Committee Document Type: Invitation to Tender
07/03/2011	<a href="#">Stone Cottage Renovation</a> Ref: MAR203395, <b>Deadline:</b> 26-apr-11 By Virginia Show Committee Document Type: Invitation to Tender
03/03/2011	<a href="#">Aclare Development Company Limited</a> Ref: MAR202716, <b>Deadline:</b> 14-mar-11 By Aclare Development Company Ltd Document Type: Invitation to Tender
23/02/2011	<a href="#">Knockerra Hall Renovation &amp; Upgrade</a> Ref: FEB200508, <b>Deadline:</b> 04-mar-11 By Killimer Parish Hall Development Committee Document Type: Invitation to Tender
18/02/2011	<a href="#">Lacken Community Forum Capital Development</a> Ref: FEB200196, <b>Deadline:</b> 03-mar-11 By Lacken Community Forum Document Type: Invitation to Tender
14/02/2011	<a href="#">Ballyvaughan Hall Project</a> Ref: FEB197778, <b>Deadline:</b> 01-apr-11 By Ballyvaughan Hall Ltd Document Type: Invitation to Tender
04/02/2011	<a href="#">Renovation and Restoration of the Eastern Chronic Block at St.Ita's Hospital, Portrane, Co. Dublin</a> Ref: FEB197575, <b>Deadline:</b> 21-feb-11 By Health Service Executive Document Type: Invitation to Tender
01/02/2011	<a href="#">Coláiste Éinde</a> Ref: FEB196817, <b>Deadline:</b> 25-feb-11 By Board of Management Coláiste Éinde Document Type: Invitation to Tender



## General Issues

- Interpreting Needs**
- Seeking clarifications**
- Relying on Resources**
- Forming Groups**
- Legal Personality**



## Resourcing Contracts

- Coping with specifications**
- Gain access to the latest information on contracts being awarded**
- Ensure that all of the necessary skills are acquired**
- Having identified any outstanding needs seek out ways of meeting them**
- Establish the availability of resources and costs**
- Decide on compatibility**



## Tendering Realities

- Have you developed practical Skills for drawing up tenders?**
- Can you respond appropriately to Tender Documents?**
  - Develop a checklist as soon as possible
- Are you familiar with costing and estimating timescales?**



## Tenderers Suitability

### Financial & Economic Standing

Financial Viability

Turnover

Balance Sheets

Insurance

Tax Clearance

Social Insurance



## Technical and/or Professional Ability

- List of Previous works, supplies or services**
- Referees**
- Technical Facilities**
- Production capacity and equipment**
- Qualifications and general suitability**
- Manpower**
- Quality Assurance**
- Descriptions & Photographs**
- Capacities of Others**
- Groups**
- Sub-contractors**



## Clustering Advantages

- More opportunities**
- Expanded variety of work**
- Increased geographical spread**
- Greater resources and skills available**
- Sharing of experience in different work**
- Confidence for the future and better quality work**
- Better financial rewards**
- Set agreed norms, obligations and fees**



## Clustering Disadvantages

- Possible lack of cohesion**
- Independence of members**
- Lack of legal status**
- Lack of reliability and confidence**
- Financial instability**
- Profit and Loss (absence of agreed norms)**



## In Conclusion

- Major opportunities**
- No barriers can be introduced for clusters**
- May need a lead / legal format at award stage**
- Prepare and be prepared**
- Seek debriefing if unsuccessful**
- Over deliver when successful!**



Thank you

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Achilles Procurement Services Limited



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