Bulgarian Public Procurement Portal – overview and steps toward

e-Procurement

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Bulgarian Public Procurement Agency (PPA):

- An independent body, which supports the Minister of Economy, Energy and Tourism to implement the state policy in the field of public procurement
- Keeps and develops the Public Procurement Register (PPR)
- Ensures the application of best European practices and observing the common applicable European standards in the relevant area

PPA internet site evolved into the national Public Procurement Portal (www.aop.bg)

Main PPR characteristics (1)

- PPR is a centralized register;
- Contains information for both classical and utility sector procurement;
- Contains information on all types of procedures, irrespective of the applicable thresholds;

Main PPR characteristics (2)

- Information intended for publication is sent in standard forms, equivalent to the European ones;
- Contains the whole needed information for EU Annual Statistical Report preparation;

Main PPR characteristics (3)

- Contains information from all important Contracting Authority's decisions – for opening, deadline prolongation or termination of a procedure;

- Negotiation without prior publication case – information about who is invited to participate is known in advance;

Main PPR characteristics (4)

- Contains information on completion of each public contract - exact value paid, information about penalties or fees, delays in contract implementation, annexes, subcontractors information etc. ;

- Notices concerning certain public procurement are united into a single dossier;

- Contains information on more than 3000 contracting authorities, entities and branches and more than 15800 Bulgarian and foreign companies and natural persons being awarded a public contract at least once;
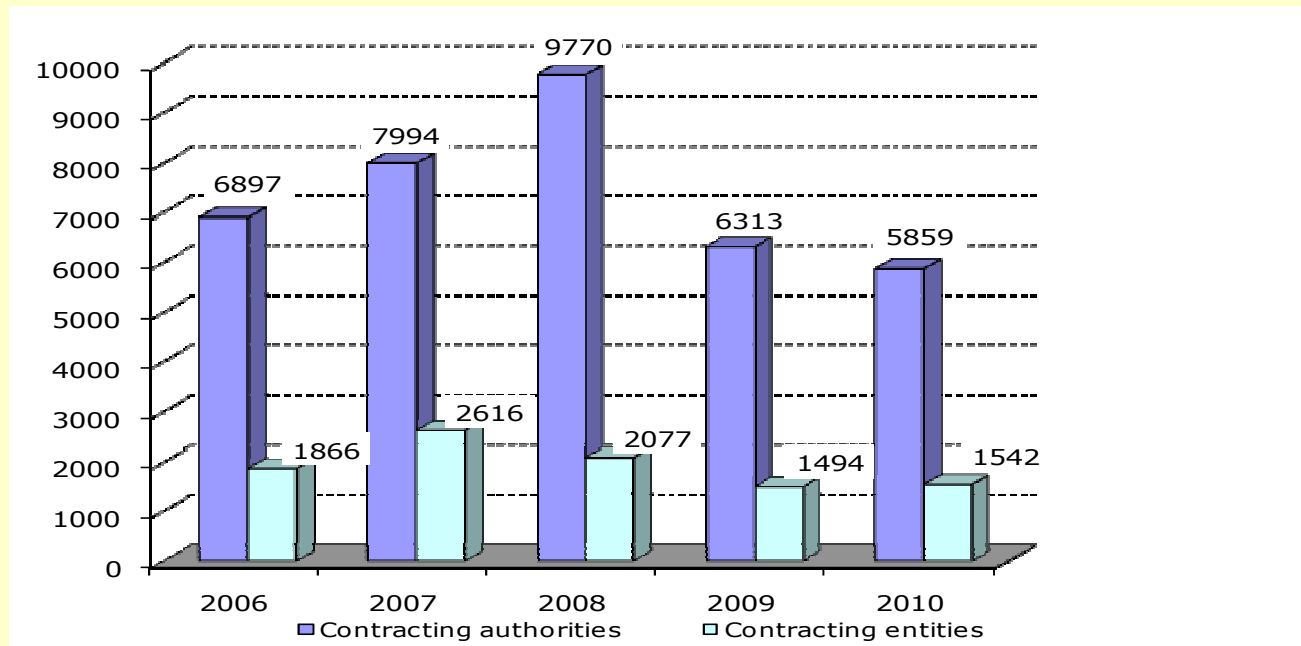
Main PPR characteristics (5)
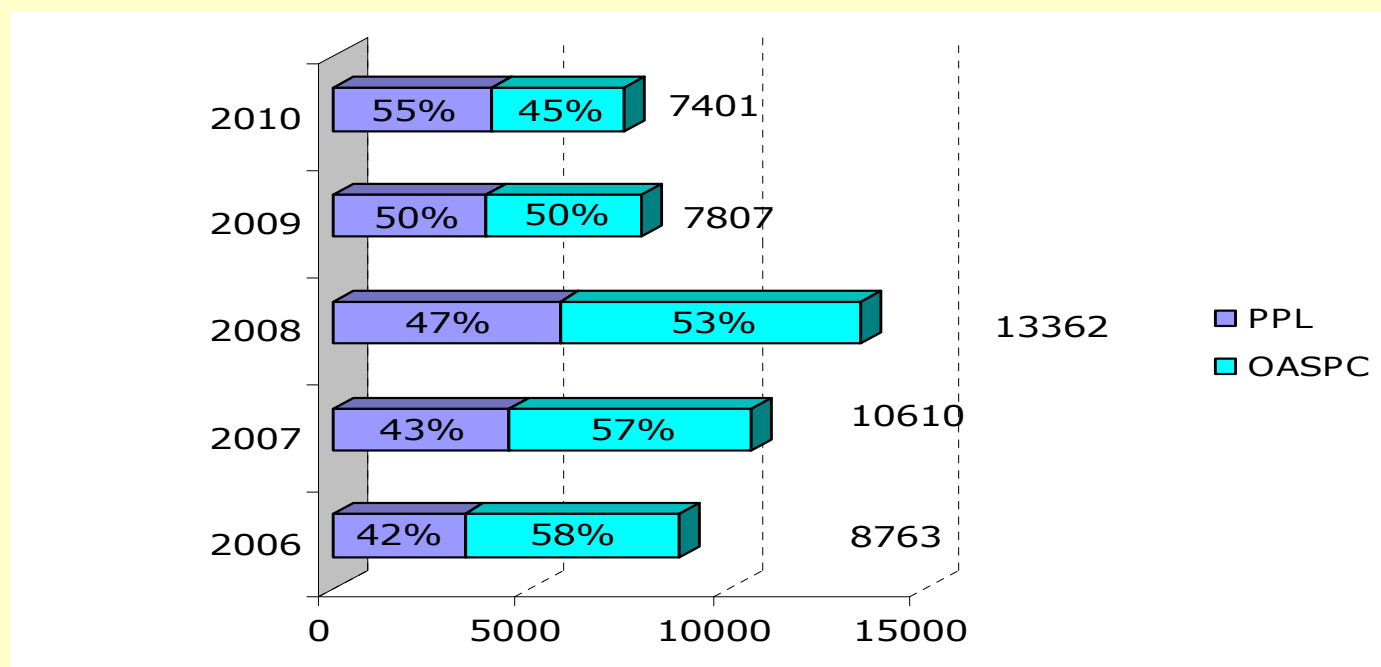
Number of notices published in PPR according to legal act implemented

Main PPR characteristics (6)

Number of notices published in PPR from Contracting authorities and Contracting entities.

Search engines in PPR – How to obtain information?

- Simple (Fast) search;
- Advanced search – notices and dossiers;
- Saved search – patterns;
- Electronic subscription on a daily basis.

Advanced search in PPR:

Unique Procurement Number: [____] - [____] - [____] *(nnnnn-yyyy-xxxx)*

CPV code: [_____]

Site of contract implementation: [_____]

NUTS code: [_____]

Tender documents may be obtained after: [_____] 🗓 *(dd/mm/yyyy)*

Type of procedure (!): [_____]

Object of the procedure: — All — ▾

Legal act applied: — All — ▾

Current Status: [_____]

Ex-ante control: — All — ▾

Tender document published in PPP: — All — ▾

EU funding: — All — ▾

Framework agreement: — All — ▾

Reserved public contracts: — All — ▾

9774 active search patterns saved and 7842 electronic subscriptions

Main PPR characteristics (7) – How the information is entered into PPR?

The PPA disseminates through it website the free downloadable application software "Public Procurement Form Editor", containing all applicable set of notices.
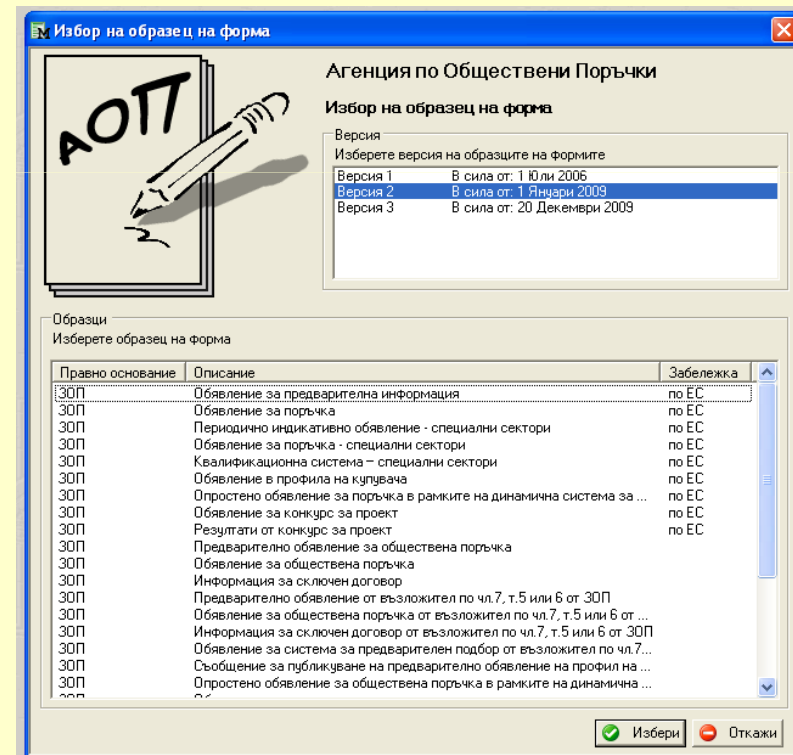
Access to PPR:

The Public Procurement Portal offers three types of access:

- Unregistered users;
- Registered users;
- Authorized Procurement Agents (APA) using electronic signature.

Usage of APA:
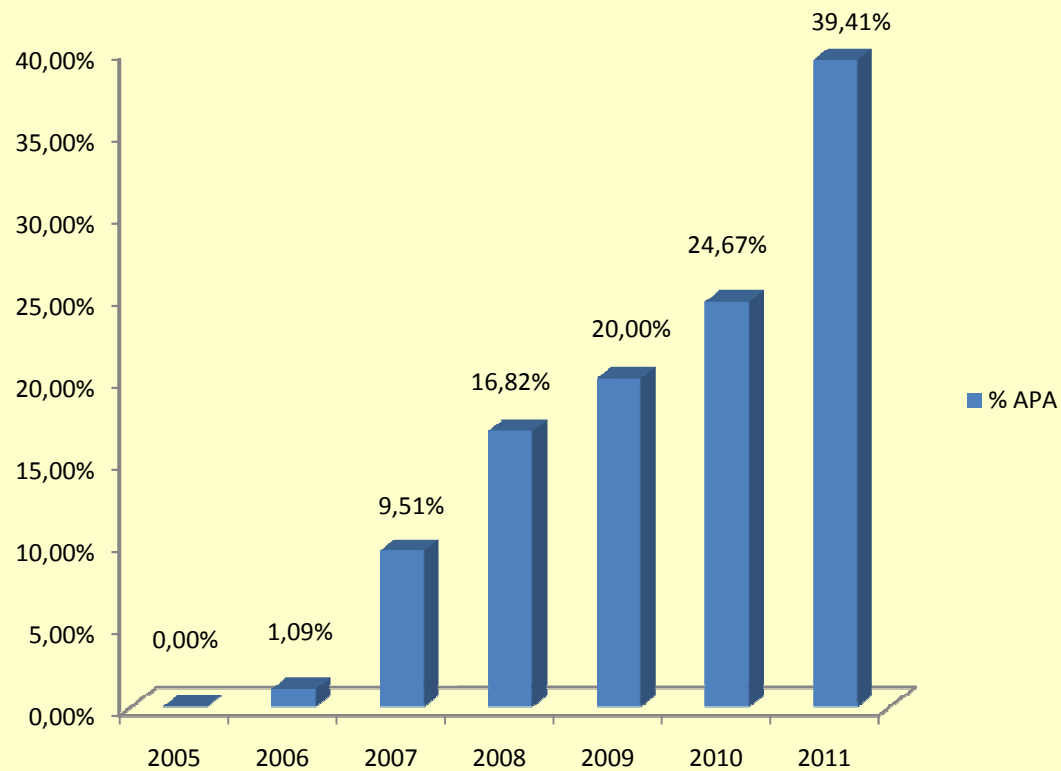
Percentage of notices sent using electronic signature as share of all notices published per year

The rate of Internet penetration in Bulgaria

The existence of a proper Internet connection on user's side is vitally important for providing good electronic services to CAs.

But the PPA does not consider the lack of Internet connection as a serious reason not to use the existing electronic services.

E-Sender functionality:
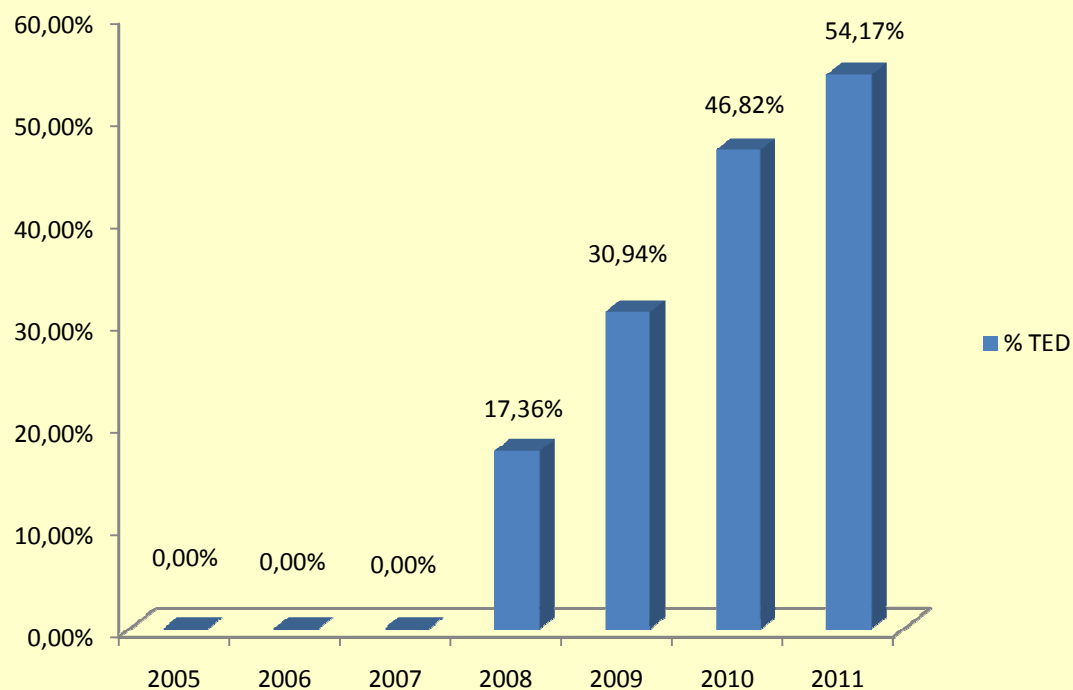
Percentage of notices sent via e-Sender functionality as share of Bulgarian EU-published notices per year

Public attitude to the PPR and the Portal:

- PP Portal usage statistic - more than 4200 visits per working day in 2010;
- Sociological survey results - 73% of the companies know about PPR and define it as "useful", "up to dated", "easy for search" and "easy for use";
- Notification sent by PPA to users.

Usage of Public procurement Portal – statistics for visits:

Usage of Public procurement Portal – statistics for visits:

Year	Visits
2010	929000
2009	664300

0   200000 400000 600000 800000 1000000
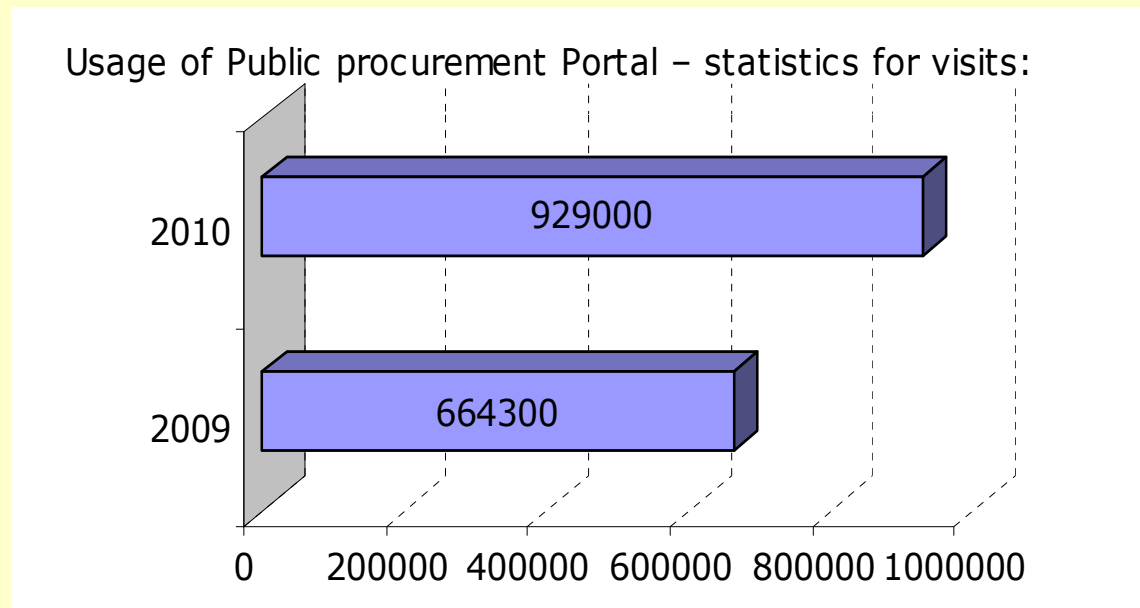
Entirely non-paper communication:

By using the Virtual document keeping and management system (Virtual Clerk Module) the PPA has established entirely non-paper communication with contracting authorities who use electronic signature.

Electronic Procurement – stages implemented (1)

PPA has implemented into Bulgarian practice the initial stages of electronic public procurement process, such as e-Publication, e-Notification, e-Sender.

- e-Publication;
- e-Notification;
- e-Sender.

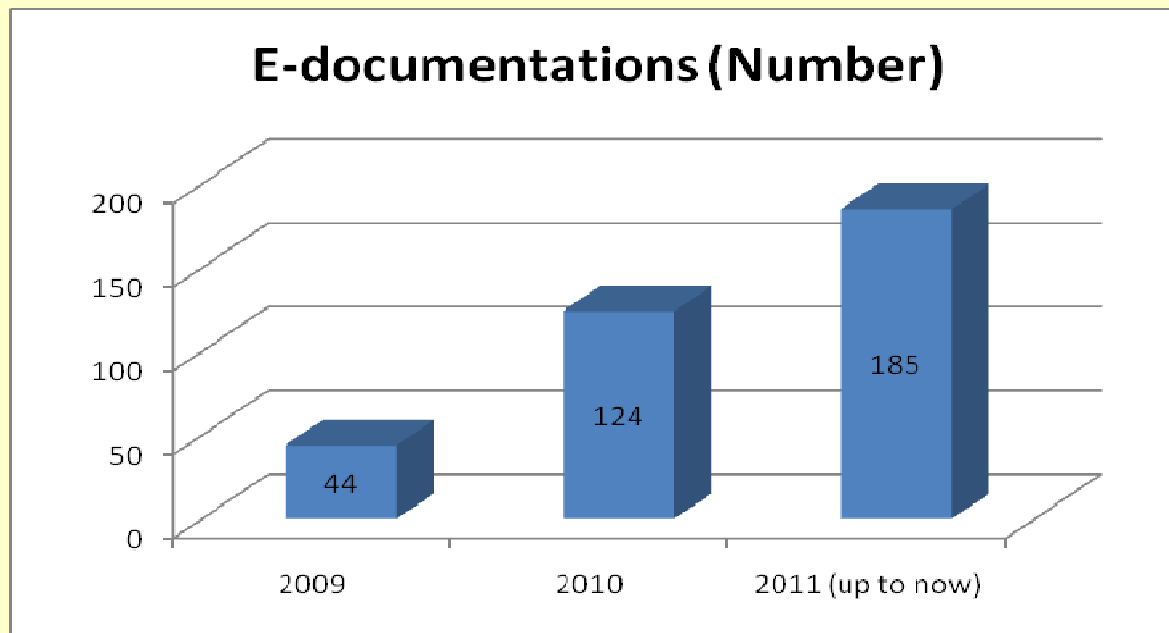# Electronic Procurement – stages implemented (2)

PPA has also introduced some of the elements of e-Tendering, such as.

- e-Documentation;
- Questions and clarifications.

Electronic documentation - figures:

E-documentations (Number)

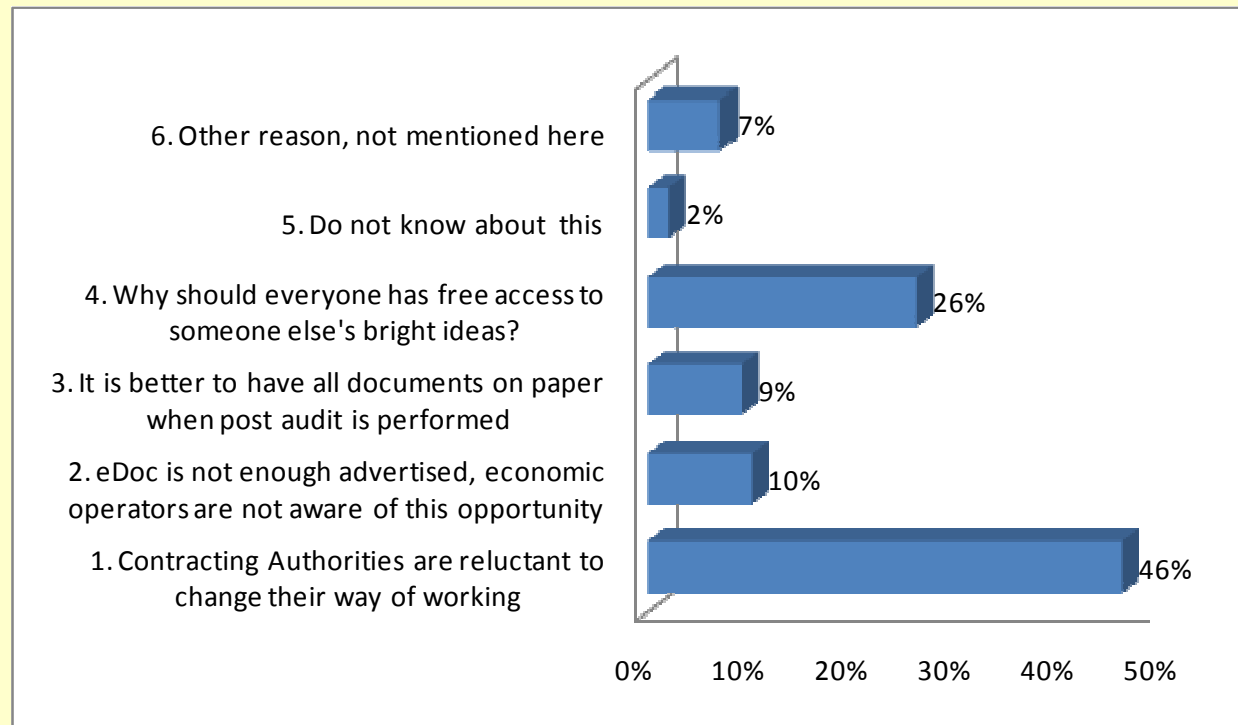| Year	Number
2009	44
2010	124
2011 (up to now)	185

Electronic documentation - figures:

The statistics shows that since its launch in August 2009 this option allowed 28 contracting authorities/entities to upload 353 electronic documentations into the Portal. We do not think that this option is used widely enough and PPA invests time and efforts in its promotion and more frequent use.

Feedback from users:

Chart — Questionnaire on use of electronic tender documentation:

- 6. Other reason, not mentioned here — 7%
- 5. Do not know about this — 2%
- 4. Why should everyone has free access to someone else's bright ideas? — 26%
- 3. It is better to have all documents on paper when post audit is performed — 9%
- 2. eDoc is not enough advertised, economic operators are not aware of this opportunity — 10%
- 1. Contracting Authorities are reluctant to change their way of working — 46%

(Axis: 0% — 10% — 20% — 30% — 40% — 50%)

Questionnaire on use of electronic tender documentation

Focus on Small and Medium size enterprises:

Small Announcements (notices for procurement below the threshold)

Contracting authority's Portlets:

Each contracting authority that uses electronic signature and has registered its APA has been given its own place in the portal and may:

- Use it to introduce itself
- Put some useful information
- Promote good practices
- Publish pictures, presentations etc.

This place is intended for contracting authorities and they are given the freedom to arrange it as they wish and can.

Centralized procurement and framework agreements:

- A specialized unit for Centralized procurement has been established within the Ministry of Finance and is already operational.

- Framework agreements for stationary, cleaning services and fuel in place.

Amendments in national legal framework are in Bulgarian National Assembly

- Information about review process to be published in Public procurement Portal, changing the case status;

- All notices for small contracts to be published in PPP using electronic signature.

e-Certis Initiative and Virtual Company Dossier (VCD):

There is a new initiative of the European Commission called e-Certis and the Bulgarian PPA is contributing to it. The idea is to create an international database describing all documents usually requested by contracting authorities on the stage of submitting an offer and on a later stage, before signing of the contract. The legal framework is Articles 45-52 of Directive 2004/18/EC.

e-Certis Initiative:

Steps toward electronic public procurement in Bulgaria - Other examples:

- Ministry of Finance – electronic market for small contracts – since 2008 - http://smallsrv.minfin.bg;
- E-Tendering as a part of a system for EU-funds monitoring;
- Some contracting entities, mainly owned by foreign companies – ENEL Bulgaria – electronic auction;
- Ministry of Defence – intention to build an internal e-procurement system.

Ministry of Finance – electronic market for small contracts:

МИНИСТЕРСТВО НА ФИНАНСИТЕ НА РЕПУБЛИКА БЪЛГАРИЯ

Добре дошли в **Електронния пазар за малки обществени поръчки**

Целта на електронната услуга е да предостави общодостъпна, прозрачна и конкурентна оперативна среда за по-ефективно взаимодействие между **Доставчици** на стоки и услуги и **Възложители** на малки обществени поръчки (МОП).

Условия за ползване на електронната услуга

- Да притежавате валиден цифров сертификат (удостоверение за универсален електронен подпис), издаден от лицензиран доставчик на удостоверителни услуги
- Да приемате използването на защитена (SSL) комуникационна сесия
- Да се подписвате електронно за всяко направено изявление в Електронния пазар
- Да приемете сървърното време на системата за определящо началото и края на даден търг. Сървърното време се вижда в горния десен ъгъл на всяка страница от системата
- Да използвате услугата посредством уеб браузер, който поддържа frames, layers, cascading style sheets, както и приема използването на session cookies
- За повече информация относно работата на ЕПМОП: **Ръководство на доставчика**

Future plans:

- Moving towards Green procurement – National plan for promoting green procurement in the period 2012-2014 was adopted by Council of Ministers

- A huge e-Government project is ongoing and Public procurement is one of the electronic services included

Thank you for your attention!