



Oifig um Sholáthar Rialtais Office of Government Procurement

OGP Newsletter



Welcome

I hope that you, your family and colleagues are safe in these challenging times. Despite the ongoing challenges facing us all, there have been a number of positive updates from the OGP this summer as we continue to meet the needs of our clients. In this issue of the newsletter, I would like to update you on a number of the developments that have been taking place on our end.

With the aim of providing greater flexibility to our clients, the roll out of training for those who wish to self-serve and run mini competitions from OGP frameworks has commenced. eTender training sessions have taken place over the past few months where we have seen over 500 attendees across the Education, Local Government and Central Government sectors.

In addition, the Commercial Skills Academy have released their three-tiered training prospectus to advise public servants involved in the delivery of infrastructure of the training opportunities made available to them. This is designed for public servants in Ireland at all levels of expertise and we highly encourage you to enrol in their forthcoming courses.

We have placed a continued emphasis on green public procurement since the formation of Government. As the EPA are due to release their updated guidance on green public procurement for public sector bodies, we strive towards more sustainable and environmentally friendly forms of procurement. An example of this can be seen with our Managed Print Services framework which aims to minimise the carbon footprint of a client organisation while also reducing costs and improving productivity. We provide further detail on these developments and information on how to access this framework in this newsletter.

Finally, I would also like to announce the recent release of the Interim Procurement Reform Board Annual Report 2020 and my own report as Chief Procurement Officer to Minister Michael McGrath and Minister of State, Mr Ossian Smyth TD, where we reflect on the essential role public procurement has played throughout the pandemic. A summary of these reports are presented within this issue.

Paul Quinn

Chief Procurement Officer

For regular updates on the Office's work, you can visit the website at ogp.gov.ie and also follow on Twitter

Green Public Procurement

Internationally, it is now recognised that government spending on procurement can be utilised to address important social and environmental policies. The UN sees public procurement as playing a key role in addressing the Sustainable Development Goals (SDGs) in general, and particularly SDG 12: responsible consumption and production. The European Commission's 2017 *Communication on making Public Procurement work in and for Europe* states that strategic public procurement should play a bigger role for central and local governments to respond to societal, environmental, and economic objectives, such as the circular economy.



In Ireland, commitments relating to green public procurement (GPP) can be found in a range of policies dating back to 2012. However, emphasis has increased greatly in the last couple of years, evident in the introduction of the Climate Action Plan 2019, the Local Authority Climate Action Charter signed in 2019, and the Waste Action Plan for a Circular Economy launched in 2020. Ireland's first Circular Economy Strategy was drafted for public consultation this year, and work is underway in developing the next, more ambitious, Climate Action Plan. These developments will inevitably increase the demand to address environmental considerations in public procurement.

In response, the OGP and the Department of the Environment, Climate and Communications set up an Environmental subgroup of the Strategic Procurement Advisory Group, to allow more technical discussion of environmental considerations in public procurement. The subgroup includes expertise from key bodies in the environmental sphere, including the Environmental Protection Agency (EPA) and the Sustainable Energy Authority of Ireland.

The EU has been increasingly developing green criteria for different sectors in recent years. In 2014, the EPA published *Green Procurement – Guidance for the Public Sector*, which incorporated descriptions of green criteria for the eight sectors prioritised in *Green Tenders*. The EPA has since revised these criteria, updating them and adding more sectors. In the coming months, new guidance incorporating these updated criteria will be launched. The criteria reflect both the EU GPP criteria and the procurement needs of Irish contracting authorities, which will allow for acceptable competition, cost and quality of outcomes. The criteria address 10 priority sectors, and more general purchasing recommendations for electricity and professional services are also included. The launch of these new criteria will aid government departments in meeting the instruction in Circular 20/2019 to consider using green criteria in procurement.



To assist public procurement staff in using the new criteria and guidance, in 2020 the EPA developed a GPP training programme, which is being rolled out further this year. Under the Government of Ireland's *Interim Climate Actions for 2021*, development of GPP training for suppliers is also being considered, to help suppliers meet the increased demands for sustainability from the public sector.

Commercial Skills Academy Prospectus



The Commercial Skills Academy Training Prospectus was launched by Minister of State for Public Procurement Ossian Smyth TD and Paul Quinn, CEO of the Office of Government Procurement in May 2021.

The prospectus provides details of the Commercial Skills Academy's tiered training programme. The programme has been developed to cater for the varying needs and backgrounds of public servants involved in the delivery of public capital works projects. Training ranges from introductory to practitioner level, and includes masterclasses and roundtable discussion on key topics and issues facing public servants involved in delivery of capital projects under the National Development Plan.

Tier 0 provides an introduction to Public Procurement and the Capital Works Management Framework. Consisting of a set of self-directed eLearning modules, the course is designed to be accessed at a time convenient for learners who can work through its 5 short modules at their own pace. This course is currently in pilot phase with full roll-out planned for Q3 2021.

Tier 1 has seen delivery of 6 iterations of the Commercial Skills for Public Capital Works Projects training course, with a further 4 iterations being delivered from September to December 2021. Training is delivered in conjunction with training partners the Royal Institute of the Architects of Ireland and the Society of Chartered Surveyors Ireland.

Tier 2 sees the continuation of the highly successful Masterclasses with roundtable discussions, while the Commercial Skills Academy looks forward to bringing another 4 Masterclasses from September to December 2021.

You can view the Training Prospectus and register in upcoming training at: <https://ogp.gov.ie/commercial-skills-academy/>

Managed Print Service

The OGP has delivered a Dynamic Purchasing System (DPS) for Managed Print Service (MPS) for a 10-year term which went live on the 14th of November 2020.

MPS provides a print solution on an all-inclusive 'price per click' basis. This includes devices, consumables, maintenance, repair, reporting, training and disposal, while redeployment of devices are all incorporated into a 'price per click' model.

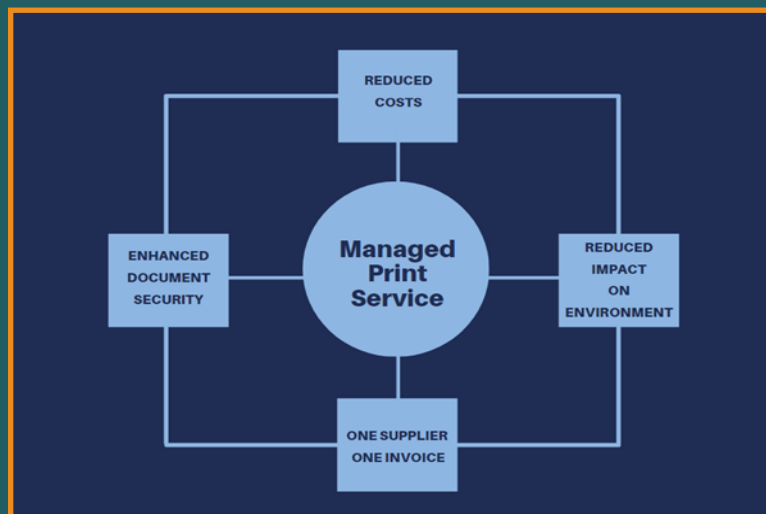
The main objective of MPS is to reduce the impact on the environment while also reducing costs and improving productivity and document security. By its nature, managed print reduces negative impacts on the environment by coordinating and monitoring printing. This in turn leads to a drop in wasteful, unnecessary and duplicative printing while also minimising the carbon footprint of the organisation. The environmental benefits of MPS include:

- Reduced paper usage;
- Reduction in consumables required;
- Reduced number of devices required;
- Reduction in energy consumption.



As well as the substantial environmental benefits, cost savings of up to 40% can be achieved by implementing MPS in your organisation. As organisations look at reducing costs while increasing their commitment to awarding more environmentally friendly solutions, MPS becomes increasingly salient. A growing marketplace with healthy competition, the new DPS has 25 suppliers, 18 of which were successful at the initial publication of the DPS and 7 who have on-boarded since the DPS went live.

This MPS solution is available to all Public Sector Bodies and drawdown is via mini-competition. Please visit the OGP Website to access full details of the user guide and templates. The category team are here to support and guide you through the process.



ProcurCompEU

A new European framework which supports the professionalisation of public procurement has been welcomed by both the Minister with Special Responsibility for Public Procurement and the Government's Chief Procurement Officer. ProcurComp^{EU} is primarily targeted at public procurement practitioners and managers, and can be flexibly applied by all types of public bodies. Rather than providing a one-size-fits-all approach, the framework can be adapted to the context in which procurement practitioners operate.



ProcurComp^{EU} assists organisations with training and career development in line with their overall strategic plan. Defining 30 key competences in a 'competency matrix', it aims to provide a common reference point for public procurement professionals globally. ProcurComp^{EU} is part of the European Commission's public procurement package, which sets out priorities for EU procurement policy. Of these, professionalisation policies that allow buyers to develop their knowledge and skillset of procurement are a key element. ProcurComp^{EU} enables both public bodies and individuals to assess their competences and knowledge of public procurement, identify skills gaps and design targeted learning and development tools that suit their needs.



Minister of State at the Department of Public Expenditure and Reform with Special Responsibility for Public Procurement, Open Government, and eGovernment Ossian Smyth TD has noted that increasing professionalisation in the practice of public procurement is vital to ensure results which provide both value for money for the public and opportunities for businesses. Paul Quinn, Chief Procurement Officer, has also endorsed ProcurComp^{EU}, acknowledging that "investing in the development of specialist, expert procurement professionals is a critical element of the programme of reforming public procurement in Ireland."

The framework has now been recommended for all Irish public bodies to increase professionalisation across the sector. As a sign of its support for ProcurComp^{EU} and its commitment to professionalisation, the OGP are partaking in a pilot project with the OECD that will review the adoption of and alignment to the framework by the OGP.

Eircode Encoding Services Framework— A Case Study



Eircodes are recognised as one of the three pillars of the National Data Infrastructure (NDI). Acting as trusted identifiers, Eircodes link associated data to allow both citizens and businesses to locate every Irish address. Previously, more than 35% of Irish addresses were not formally unique. Eircodes solve this problem by accurately identifying specific premises and locations.

Circular 19/2017 (Arrangements for the recording and utilisation of Eircodes within the Public Service) requires that new Information Technology Systems and Processes must include Eircodes in their address fields and outgoing correspondence must include an Eircode in line with the Civil Service Renewal Plan's commitment to eGovernment.

An Garda Síochána (AGS) required Eircode encoding for all addresses in their Pulse database to improve record searches, reduce duplicates and improve usability. Just over 5 million address records had to be processed, and security was of paramount importance. Project timing was also critical, as the processed data was required back quickly to ensure that subsequent project stages could progress as planned.

AGS reached out to the OGP regarding our Framework for Eircode Encoding, and found the Direct Draw-down approach straightforward and user-friendly. The Framework provided both secure file transfers and a secure process environment which was essential for AGS. AGS received the final file back ahead of schedule, relieving a lot of pressure on subsequent processes. Considering the quality and age of some legacy records, the match rate exceeded already optimistic expectations. The Framework Members' systems were even sophisticated enough to interpret the more unusual addresses collected over the years.

The file was uploaded to the PULSE records system in December 2020 and AGS now have a fast, simple search mechanism for matching address records. This strengthens existing search algorithms and further reduces duplication risk.

Questions regarding Eircodes? Contact the Eircode Division in Department of the Environment, Climate and Communications Email: eircodes.info@dcae.gov.ie

Questions regarding the Eircode Framework?
Contact the OGP Helpdesk Email: support@ogp.gov.ie

Annual Report

The interim Procurement Reform Board (the Board) was established by the Minister for Public Expenditure and Reform in 2018. The role of the Board is to oversee the implementation of procurement reform across the whole of the public sector including central Government and the four key sectors of health, education, local government and defence.

The Board is responsible for overseeing the implementation of the public procurement reform programme and advising the Government on national public procurement strategy. It is chaired by Maurice Quinn, former Secretary General of the Department of Defence and includes senior representatives from across the public sector, including the Chief Procurement Officer (CPO) as well as external members appointed by the Minister.

As part of its programme of work, the Board, each year, writes and publishes an annual report to the Minister for Public Expenditure and Reform. The report sets out progress on the implementation of the procurement reform programme across the public service, details the activities of the Board for the previous year and sets out the projected work programme for the year ahead.

A separate, but congruent report from the Chief Procurement Officer to the Board is also published at the same time and sent to the Minister as part of the larger Board report. Work is continuing on the Annual Report for 2020 and it is expected that it will be published shortly.

Key activities highlighted in the 2020 Annual Report include:

- Monitoring the exceptional procurement requirements related to Covid-19, supporting Central Purchasing Bodies (CPBs) in managing the impact of these requirements on their workloads, and offering guidance around long-term planning and preparedness.
- Overview of the work done by the CPBs to help the State respond to the Covid pandemic, particularly in the sourcing of essential goods and services necessary to keep the State's supply chain functioning.
- The Board received regular updates on the development and communication of guidance on Brexit, as well as hearing from the CPBs about preparations for Brexit.
- The new Programme for Government sets out a wide range of actions to be taken in the area of procurement and signals a clear direction for greater inclusion of green and social considerations in procurement arrangements. The Board addressed regular updates on the work being advanced to meet these goals, and the Board met with the new Minister of State to discuss Government's priorities.
- The Board were regularly updated on the development and monitoring of the National Public Procurement Policy Framework.
- The Board, in recognition of the importance of public procurement to the SME sector, received regular updates from all CPBs on efforts to engage with, and encourage participation from, the SME sector.

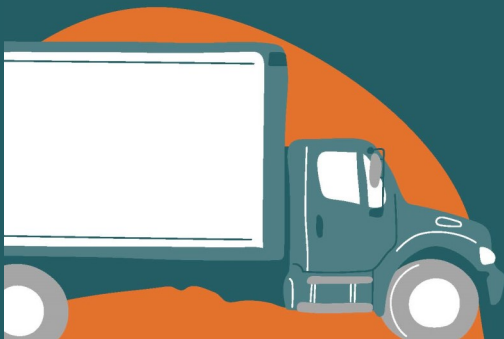
Fleet Maintenance Framework



FAO - FLEET MANAGERS

Did you know we have a wide variety of vehicles and direct drawdown arrangements to suit your fleet needs?

We currently have 31 different Direct Drawdown contracts that you can choose from; from small cars, to Heavy Goods Vehicles and almost everything in between. We also have arrangements for Fleet Maintenance, which includes any make and model of passenger car and LCV, including electric vehicles, and, a contract for vehicle tyres.

As these are all direct drawdown arrangements, they are all easy to use. Go to the OGP website, find the vehicle that suits your needs, download the Notification to Activate Goods Form, fill in the necessary details and return to the contracted supplier, and then submit your order directly to them. Here's an overview of all the vehicles types we have available right now:



- 6 different HGVs that includes options for single-cab or crew cabs from 7,500kgs to 26,000kgs
- 4 different sizes of Minibus; 9, 11, 14, and 17 seaters
- 6 types of passenger cars, from the small family car to the executive SUV
- 2 fully electric passenger cars, a medium range and a long range option 
- 5 different sizes of diesel vans encompassing load capacity from 2.6m³ to 17m³
- 2 different fully electric vans that accommodate payloads of up to 4.2m³ and 6.1m³ respectively 
- 4 Light Commercial Trucks including pickup trucks
- 1 Fleet Maintenance contract that has an extremely robust and highly customisable SRM package built into the contract
- 1 Vehicle Tyres contract that works with our Fleet Maintenance contractors

FOR MORE INFORMATION VISIT OGP.GOV.IE

Move to gov.ie

A new website for the Office of Government Procurement (OGP) is launching on Wednesday, September 1 2021, under the banner of Gov.ie. In 2020, Gov.ie saw 6.7 million page views and 122 million users making it the second biggest Irish based website after RTE. Gov.ie combines the websites of Irish Government departments and agencies and the ultimate aim of Government is to update all of these individual sites to look and function in the same way.

Migration of content from our existing website is now complete and the new home page follows the same format as previously updated Gov.ie sites like that of the Department of Expenditure and Reform (DPER). As a central portal for Government services and information, Gov.ie is a trusted source that puts the user at the centre of everything it presents. Our new website is dynamic, clear, accessible and easy to understand.

Our content will help users with our services and reduce queries to our helpdesk where our principal pillars are content design and plain English which together makes for a user friendly experience. These pillars were informed by the results of our recent Client Satisfaction Survey. In addition, our new look website was informed by analytics tools and data that highlighted what users are looking for when they land on our site. Similarly, our home page gives an overview of our activities, roles and responsibilities in a standard format with consistent presentation. It mirrors the high quality online presence of other sites under the Gov.ie banner.

Main story



[Commercial Skills Academy](#) ×

Secondary stories



[Buy goods and services](#) ×



[Sell to Government](#) ×



[Construction Procurement](#) ×

OGP People & Culture— CIPD Ireland HR Award finalists

The People and Culture team in the OGP were delighted to be shortlisted as a finalist in two categories at the recent 2021 CIPD Ireland HR Awards for their initiatives under the “Flexible and Remote Working” and “Well-being” categories.

The OGP’s approach to flexible and remote working is a key element of developing the organisation as a world class service that provides leadership, best practice and development opportunities. Testament to the agility of the OGP is that within two weeks of the COVID crisis reaching tipping point in Ireland, all OGP employees were working remotely. This working from home was enhanced by innovative technology solutions that were quickly designed and adapted to ensure all OGP employees could work, communicate and learn in a virtual setting. Although this was undoubtedly a challenge, regular and accessible communication has been key to maintaining the sense of connectedness that is vital in the OGP.



OGP People & Culture— CIPD Ireland HR Award finalists

Under the pillar of Wellbeing in the *OGP's People Strategy - EMPOWER*, the OGP has set out its commitment to acting as leaders in the enhancement of the health and wellbeing of their people and to increasing awareness of mental health across the workforce, all while building a more open and inclusive culture. As well as making the OGP a centre of excellence for public procurement, a key strategic priority is to create a rewarding and positive work environment with opportunities for all employees to develop their expertise and skills. Wellbeing initiatives which focus on the emotional, psychological and physical needs of all employees have been established.

This industry nomination from CIPD is a reflection of the work that has gone into putting people first and going above and beyond to deliver for all OGP employees across the organisation. None of this would have been as effective or as impactful without the help and support of the OGP's Senior Leadership Team. Furthermore, having such an active and empowered employee engagement group has been fundamental to the success of all HR initiatives, as they have provided immediate feedback and represented the voice of OGP employees.



Open Data Directive

The concept of Open Data relates to ensuring that data held by Public Bodies is available and easily accessible online for reuse and redistribution. As Public Bodies progress in areas such as eGovernment and data analytics, the potential of data, particularly Open Data, to aid in the delivery of democratic, economic and social benefits has become clearer. The *data.gov.ie* portal brings available datasets together in a single searchable website, and aims to provide easy access to data that is free to reuse and redistribute.



The New Open Data Directive (Directive (EU) 2019/1024) is due to be transposed into law by 16th July 2021. Public Sector Bodies (PSBs) will have to respond quickly to meet their obligations under the new Open Data Directive as well as the national Open Data Strategy.

What will the New Open Data Directive mean for Public Sector Bodies?

- List of High Value Datasets to be laid down in an Implementing Act;
- New rules on charging: free re-use becomes a principle;
- Re-use of data held by public undertakings in utilities and transport sector;
- Re-use of publicly-funded research data;
- Prevention of data lock-in;
- Real-time data and APIs;
- Licensing;
- Practical arrangements to facilitate Re-Use;
- Introduction of Implementing Acts to improve access to High Value Datasets (HVDs).



Public Sector Bodies (PSBs) will be able to use the Framework to fulfil their obligations under the New Open Data Directive (2019), including the National Open Data Strategy.

The new Framework is expected to be available to Public Sector Bodies in **Quarter 4 2021**. All services will be available for direct drawdown by the Framework Clients via a Notification to Activate Services Form (NASF). The Direct Drawdown mechanism will allow for faster and more convenient delivery of the Technical Services for Open Data and Data Management for Public Sector Bodies (PSBs).



Procurement Officer Forum



Oifig um Sholáthar Rialtais
Office of Government Procurement

Procurement Officer Forum for Public Service Bodies

The Office of Government Procurement is holding a programme of Procurement Forums throughout 2021

Save the Dates

- 14th September 2021
- 7th December 2021

Time: 10:00am – 12:30pm

*If you wish to be included on the invite list,
please email
Kenneth.Dover@ogp.gov.ie*

OGP.GOV.IE | Delivering Sustainable Procurement Solutions



These forums afford the OGP a key opportunity to engage with a wide client base on a number of key topics relevant to procurement practitioners.

Key subjects for the remaining two forums in 2021 will include:

- Green Procurement;
- Strategic and Sustainable Procurement;
- OGP Updates;
- Framework / Central arrangements updates.

Portfolio Catalogues

The Service Delivery team has developed interactive portfolio specific catalogues which will be accessible on www.ogp.gov.ie in the coming weeks. This resource will give clients an overview of each OGP Sourcing Portfolio. This useful resource will allow clients to view all available frameworks by portfolio, giving clients summary details such as

- Goods/Services in scope of the framework;
- Drawdown mechanisms;
- Green and social inclusions.

Self-Serve Update

The training phase of the self-serve for clients wishing to run mini competitions for OGP frameworks has concluded.

Over 500 Public Servants from across Education, Local Government, and Central Government have attended Self-serve eTenders training sessions which have been delivered by the OGP eProcurement Team. The OGP continue to monitor progress of self-serve uptake and assist procurement practitioners as they familiarise themselves with this new service offering

The revised (Self-serve) Operating Model provides OGP Clients with the option to run and manage the Mini Competition process themselves, making the client responsible for all of the necessary procurement steps.

Clients are required to submit a request to access the Framework they wish to use. Once the paperwork is complete the client is given Tender Level Permission (TLP). This provides access to the OPG Framework workspace on eTenders. Clients will continue to check the Buyer Zone for Framework information and continue to use the template documentation required for each Framework.

If you are interested in Self-serve and would like more information please contact support@ogp.gov.ie

