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***Workshop on  
“Reorganization of the Secretariat General of Commerce:  
Enhancing SGC’s Function as CPB”***

***Session 4  
Revision of the UPP Programme***

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Athens, 01/07/2014



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# Revision of Unified Purchasing Plan

**Analysing the Proposal for reform of the UPP and relation with Greek Central Procurement Bodies (CPBs)**

**Major proposed changes in the UPP**

## **NEED FOR PRE-REQUIREMENT STATEMENT**

**THE UPP IS AN INTERNAL DEPARTMENT OF THE CPB  
DEVOTED TO DEMAND AGGREGATION AND ANALYSIS**

## Major proposed changes in the UPP

<p><b>Procurement Policy and Planning Committee (PPPC),</b> which decides regarding which requests should be included in the UPP</p>	<p>Decrease the size of the PPC and change its structure. Include the</p> <ul style="list-style-type: none"> <li>- Secretary General of Commerce, the Director General of Commerce, all Directors from the Directorates of Procurement (takes decision)</li> <li>- Single Public Procurement Authority - SPPA (provides opinion)</li> <li>- Experts (provide opinion)</li> </ul> <p>... instead of including representatives from all political parties and productive classes</p>
<p><b>Evaluation Committee</b> for the tenders</p>	<p>Define a single evaluation committee per tender</p> <p>... instead of having one static committee for all the year, for all tenders of the same product category</p>

  
**ANTICORRUPTION**

# Revision of UPP

## Major proposed changes in the UPP

Not CPB activity

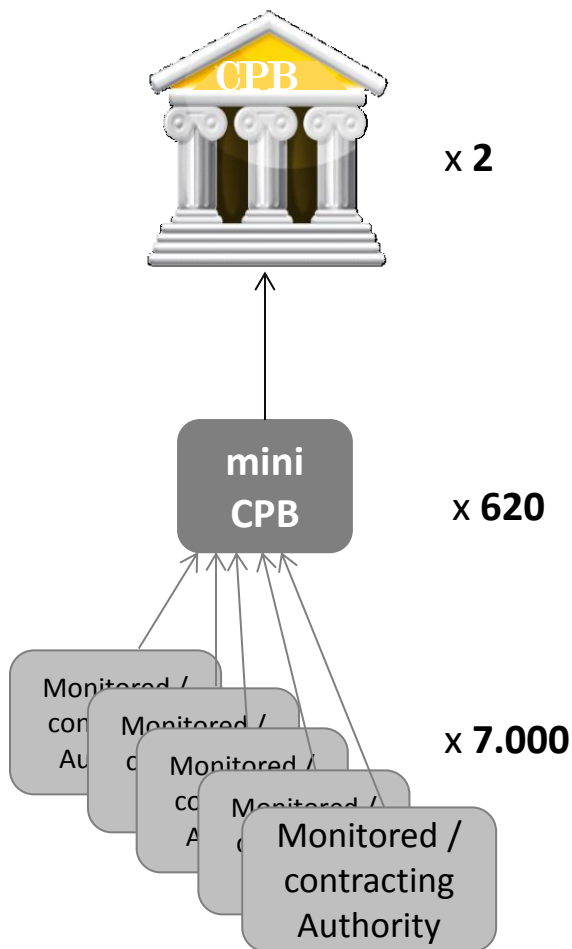
<p><b>Checking of the technical specs</b> of the procurement requests</p>	<p>Check the specs <u>after</u> including a procurement request in the UPP. I.e. include all items that fall into the predefined categories for UPP and then check the specs and possibly adjust them ... instead of checking the specs <u>before</u> the inclusion in the UPP</p>
<p><b>Product categories</b> included in the UPP</p>	<p>Define the product categories to include in the UPP dynamically <u>once a year</u> depending on the available information ... instead of <u>once forever</u></p>
<p><b>Exceptions</b> from the UPP</p>	<p>Revise the rules for Authorities, procurement types and specific cases excluded from the UPP and include as much as possible. Reduce the exceptions list to a minimum ... instead of having a large number of exceptions</p>

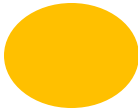
Effect of centralization

## Major proposed changes in the UPP

<b>Services</b>	Include certain types of Services (e.g. security and cleaning) in the UPP, apart from Products ... instead of having only Products in the UPP
<b>Ministry of Finance</b>	Exclude the MinFin from the UPP approvals procedure, as all authorities insert information about the planning of their procurement into an electronic system of MinFin ... instead of necessarily having the MinFin in the UPP approval procedure

## Major proposed changes in the UPP



<b>Mini CPBs</b>	<p>Introduce the mini CPBs concept, i.e. create a middle layer of procurement requests collection, filtering, consolidation and management, between the 7.000 requesting authorities and the CPB (Secretariat General of Commerce –SGC, Health Procurement Committee - EPY)</p> <p>... instead of having the CPB manage the requests of all 7.000 public authorities</p> 
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620 still a big number of entities  
 Need to be translated into a concrete reality, a physical entity  
 Mainly at regional level?  
 Problem of resources and skills!!  
 Who controls them?  
 Who tracks their purchasing activity?

# Greek proposal for GDPP Organization (June 2014)



## General Directorate of Public Contracts for Procurement of Goods and Services

Directorate of Support of Contracting Authorities and Planning of Public Contracts	Directorate of Management and Execution of Tendering Procedures and Framework Agreements	Directorate of Development and Technical Support of ESHDHS	Directorate of Technical/Economical Research, Development and Coordination of Framework Agreements
Department of Goods Procurement Requests Control and Planning (Unified Procurement Program)	Department of Food Products, Paper, Chemicals, Textiles, Plastics and Leather	Department of ESHDHS (National System for Electronic Public Contracts) and KHMDHS (Central Electronic Registry of Public Contracts) Operation Support	Department of Market Research and Economical/technical Analysis
Department of Legal Support for the Compilation of Calls for Tender and Contracts	Department of Transportation Media, Mechanical, Medical, Electronic Equipment and Scientific Instruments	Department of Support and Technical Training of ESHDHS users, KHMDHS users and Suppliers	Department of Development and Coordination of Framework Agreements
Department of Communication and Training of Contracting Authorities and Suppliers	Department of Provision of Services	Department of Suppliers Registry, Statistics, Reporting and Administration Support	Department of Technical Specifications of Electrical, Mechanical and Electronic Equipment and Services
Department of Contracting Authorities Support			Department of Technical Specifications of Food, Chemicals, Textile Goods and Services



CUSTOMER  
SUPPORT  
PLANNING

SOURCING

E-PROCUREMENT

FA SUPPORT

# COMPARISON BETWEEN 2<sup>nd</sup> COUNTER PROPOSAL AND LATEST GREEK CHART



MINISTRY OF DEVELOPMENT

PROCUREMENT POLICY & OVERSIGHT

6

GDPP as a CPB

MANAGEMENT BOARD

CUSTOMER SUPPORT & PLANNING

FA MANAGEMENT

OPERATIONS SUPPORT

EPROCUREMENT (NEPPS)

DEMAND AGGREGATION (UPP ACTIVITY MANAGEMENT)

CATEGORY MANAGEMENT 1

FA DEVELOPMENT AND COORDINATION

ESH DHS & KHM DHS SUPPORT

ACCOUNT MANAGEMENT

CATEGORY MANAGEMENT 2

MARKET ANALYSIS

EPROCUREMENT TRAINING

COMMUNICATION & TRAINING

CATEGORY MANAGEMENT 3

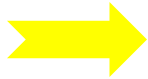
TECHNICAL SPECIFICATIONS

E-REGISTRY

LEGAL SUPPORT TO TENDER AND CONTRACT DRAFTING

CATEGORY MANAGEMENT 4

SUSTAINABLE PROCUREMENT SPECIFICATIONS (GPP, SME...)







**DEPARTMENT OF GOODS PROCUREMENT REQUEST AND PLANNING (that incorporates UPP) NEEDS SUPPORT FROM**

- **ACCOUNT MANAGERS (department of CA support)**
- **COMMUNICATION AND MARKETING (department of communication and training)**



**THERE IS A NEED TO FORMALIZE THIS RELATIONSHIP AND SUPPORT BY DEFINING THE PROCESS AND THE WORKFLOW**



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# Account Manager Profile

**The Account Manager creates, develops and manages relationship with Administration's users**

- Constant relation management with Administration's users, including top managers, intermediate and collaborators
- Promotion of Consip's services offer : frame contracts agreement and market place
- Identify specific user's requirements and special needs
- Training and user's support about purchasing process
- Consultancy for special projects
- Monitoring of user's feeling about quality provided by Consip services
- New development opportunity identification

# Coordinated Team Working

## FA DEVELOPMENT & COORDINATION

