Unified Purchasing Plan and Central Procurement Bodies

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Unified Purchasing Plan (UPP) – relation with CPBs

- Checking of the technical specifications of the procurement
- Product categories included in the UPP
- Exemptions from the UPP
- Services, Public Works
- Mini CPBs
Checking of the technical specifications of the procurement

→ once before the inclusion plan or step by step after having detected the procurement categories
Technical specifications

- It is hard to decide on technical specifications without involvement of public authorities

- What we did in Austria:
  - Define those categories which potentially could generate quick wins
  - Invite the representatives of the big users (Ministry of Interior, Ministry of Education, Ministry of Defence, Ministry of Justice) in order to prepare the tenders
  - Define technical lots in order to achieve some flexibility on the one hand, but to reduce variety on the other hand
Product categories

→ Define the product categories to include in the UPP
In the case of Austria we had a 2 step approach regarding the responsibility of BBG for defined categories

- 9 categories for the start, all of them obligatory to the federal administration
- After 2 years of work 18 other categories were allocated from the federal ministries to BBG
The product range of BBG

- IT & telecommunications: 23%
- Energy: 19%
- Mobility: 21%
- Services: 11%
- Facility Management: 12%
- Office supplies and furnishing: 4%
- Food: 4%
- Machinery and workshop equipment: 1%
- Consumer electronics and electro-technical equipment: 1%
- Chemistry, lab & pharmaceuticals: 3%
- Garments: 1%
- PR & Marketing: 0%
Exemptions from UPP

→ Reduce the exemption list to a minimum instead of having a large number of exemptions
Exemptions

- BBG Law defines the exemptions
  - Federal administration can procure by itself…
  …if BBG does not provide an adequate contract.
  …if local offers are cheaper than the comparable BBG product price.

- In both cases the federal entities have to report this to BBG
Service, Public Works

- Inclusion of certain types of services and public works in the UPP instead of having products only

→ Short answer: yes do it
Mini CPBs

→ Introduce the mini CPBs’ concept instead of having one CPB which has to manage 7000 public authorities.
Mini CPBs

- To speed up the UPP it could be helpful to do some procurement through mini CPBs which function as a concentrator for decentralised needs.
  - But there is a danger that their knowledge of daily business can become a bottleneck for information transfer.

- The success of BBG was to create a catalogue and ordering system in a very early stage. In this sense mini CPBs should contribute to the roll out of a post award procurement system.
e-Shop meets the requirements to...

- simplify and speed up internal processes.
- improve the quality of business process documentation.
- improve the services of BBG by using modern technology.
- map the heterogeneous purchasing processes of the federal administration.
- handle the “small and medium-sized business” subject.
- establish a reporting and evaluation module for the control of the procurement of BBG’s customers.
Effects 1/2

- The implementation of the e-Shop is not only a change of a tool, it also influences the work in the public administration.
- Cost savings and reducing process time
- Better and up-to-date information for our customers about the variety of products
- Time savings in the purchasing process by precise and direct selection; order from electronic catalogues; automatic order transfer to the supplier
- Information is transparent at any time in the purchasing process
Effects 2/2

- Process stability and security for the user (catalogues within the system are valid and conform to the contract)
- Authorized users can easily see the status of the purchasing process
- e-Shop enables specific and systematic supplier management
- Integration of different IT systems (e.g. ERP) using standardized interfaces
E-Procurement strategy (in the post-award)

- Closing the e-Procurement cycle by the implementation of e-Invoicing functionalities for BBG’s customers and suppliers