



Estonia
Latvia
Russia



ENPI cross border
cooperation programme

part-financed by
the European Union

united by borders

Construction works

Estonia–Latvia–Russia Cross Border Cooperation Programme within
European Neighbourhood Partnership Instrument
2007-2013

**Seminar for Beneficiaries and Partners on Closure of the Project
and Final Reporting**

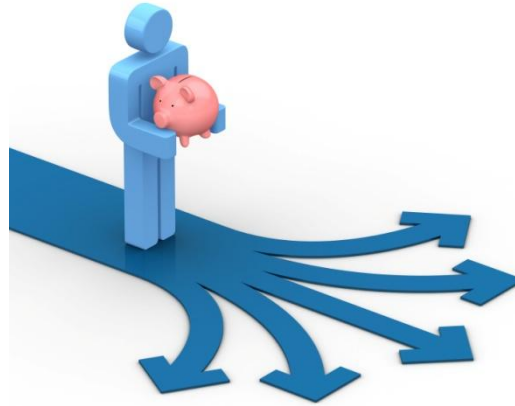


Content:

- Timing (procurements, works)
- Quality of works
- Visibility
- Other (case study)



What is procurement?



Procurement is the timely acquisition of goods, works, and services, which respects the following condition in accordance with the Article 1 and 2 of Annex IV to the Grant Contract:

- the objectives of organisation are concerned;
- fairness, integrity and transparency through competition;
- economy and effectiveness;
- best value for money;
- avoid any conflicts of interest.

Basic steps in procurement

- Development of Procurement Plan;
- Development of technical specification or Terms of Reference (if necessary);
- The Call Forwarding / Publication/ Request for offers;
- Receiving tenders from potential suppliers/ service providers/ contractors;
- Making the decision on the offers;
- Notification of the decision to the responsible bodies and possible contractors;
- Document issued by the responsible authority/authorities confirming that procurement documentation is in compliance with the requirements set in the national legislation (if applicable);
- Contract procedure with the winner of the procurement.



Important remarks

- Procurement process transparent
- Evaluation process objective
- Right procurement procedure used



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Works (timing)

- **We strongly recommend** to inform JTS if you have:
 - delays,
 - problems,
 - or e.g. Construction company propose to change technical solution.
- **Control work timeline**, and make changes ASAP;
- Contractor **previous experience and previous “clients” feedback**;
- Photos of **all** works stages, photos of completed objects;
- **Keep informed** your JTS PM/IM about completeness of the object.



Quality of works

- Outputs sustainability, **to avoid** repair works in just completed object
- Quality of works **will be checked** by JTS nominated construction expert. Based on expert provided opinion JTS can take further actions
- **Please be sure** that selected technical solution can give adequate quality of works and outputs



Visibility

- **Follow** Programme visibility guidelines **to avoid** ineligibility risk
- If you have **doubts – consult** with JTS responsible PM or IM;
- **Bad visibility examples:**
 - banner in the middle of construction site;
 - low quality of banner (paper);
 - wrong template.
- **Recommendation** – please keep installed visibility proofs (foto/video), in case of damage or theft.



Case Study

The Case Study Recipe



Case A

Beneficiary received complaint from local inhabitants concerning inadequate construction work quality/process.

What steps must take Beneficiary/Responsible Partner?

Case B

During construction works tender you received information that works/volumes indicated in AF, technical project and procurement does not match. **What you will do based on you national (Estonia, Latvia, Russia) legislation?**

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Thank you for attention!



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