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EU Support for Further Improvement of
Public Procurement System
in Serbia



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EuropeAid/137117/IH/SER/RS, Support for further improvement of Public Procurement system in Serbia, IPA 2013

Project “Support for further improvement of Public Procurement system in Serbia”

Workshop:

ELECTRONIC PUBLIC PROCUREMENT NEW PUBLIC PROCUREMENT PORTAL AND ITS FUNCTIONALITIES

**Working with Public Procurement Portal (from the aspect of
economic operator), Electronic submission and opening of tenders
and e-Catalogues**

Kaštel Ečka, Novosadska 7, 23203 Ečka

18 / 19 April 2019



Republic of Serbia
Public Procurement Office

Project implemented by

giz International
Services

In Consortium with

KPMG



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Agenda

18 / 19 April 2019¹

9:00 – 10:00	<p>Welcome and Introduction</p> <ul style="list-style-type: none"> – Teja Kolar (IPA Project), Dariusz Piasta (IPA Project), Dean Firkelj (e-procurement expert), Alena Detan Karlović (e-procurement expert) <p>Public Procurement Portal from the Aspect of Economic Operator</p> <ul style="list-style-type: none"> – Registration of economic operators – Searching through public procurement plans – Subscription to information about specific items of public procurement plans
10:00 – 10:30	Coffee Break
10:30 – 12:30	<p>Preparation of the Procedure with Electronic Submission of Tenders and setting up the e-Catalogue</p> <ul style="list-style-type: none"> – Preparation and publication of procedure with e-Submission, including e-Catalogue (functionality of contracting authority) – Searching through published public procurement procedures (functionality of tenderer) – Downloading of tender documents and public procurement notices (functionality of tenderer) – Information about modified tender documents (functionality of tenderer)
12:30 – 13:30	Lunch Break
13:30 – 15:00	<p>Electronic Submission of Tenders, including e-Catalogues</p> <ul style="list-style-type: none"> – Preparation and submission of e-Tenders (functionality of tenderer) – Modification of e-Tender (functionality of tenderer) – Filling in of e-Catalogue (functionality of tenderer) – Modification of e-Catalogue (functionality of tenderer)
15:00 – 15:15	Coffee Break
15:15 - 16:30	<p>Opening of electronically submitted Tenders and Electronic Communication on the Public Procurement Portal</p> <ul style="list-style-type: none"> – Opening of e-Tenders (functionality of contracting authority) – E-Communication: Contracting authority → Tenderer after the opening of e-Tender

¹ The training programme for both days is identical. Participants are divided into two groups.





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- E-Communication: Tenderer → Contracting authority after the opening of e-Tender

16:30

End of Workshop



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