

Agenda

for the BEREC Office afternoon training session on public EU procurement for economic operators

18 September 2019, 14:00-18:00

Big Meeting Room, BEREC Office, 2nd floor, Z. A. Meierovica Bulv. № 14, Riga (ring button No 2 from outside the building)

Time	Action	Speaker
14:00-14:25	Arrival of participants to the BEREC Office, registration, welcome coffee Participants are expected to arrive at the security on the 2nd floor with a valid ID document	
14:25-14:30	Housekeeping matters for on-site participants (not web streamed)	BEREC Office staff
14:30	Start of web streaming	Moderator of the event: Ruslanas Kudriasovas, Team Leader for Finance and Procurement, BEREC Office
14:30-14:45	Opening of the event by the Director of the BEREC Office. <ul style="list-style-type: none">- Presentation of the area of business of BEREC and the BEREC Office- Introduction to the aim of the training	Speaker: Laszlo Igneczi, Director of the BEREC Office
14:45-15:00	Benefits for Latvian economy and business from the training. <ul style="list-style-type: none">- Introduction by Ministry of Economy of the Republic of Latvia	Speaker: Jānis Zakovics, Deputy Director of the Department of the EU and External Economic Relations, Ministry of Economy of the Republic of Latvia
15:00-15:10	General overview of the legal framework of the BEREC Office: <ul style="list-style-type: none">- Legal requirements to procurement, budget and finance;- Introduction to the Financial Regulation and the BEREC Office procurement plan.	Speaker: Iskra Stoilova-Tsoneva, Head of Administration and Finance, BEREC Office
15:10-16:00	Specificity of the procurement rules for EU institutions and EU Agencies with a focus on the specificities of the BEREC Office <ul style="list-style-type: none">- Presentation by General Secretariat of the Council of the EU, as follows:	Speaker: George Paraskevaidis, Public Procurement Administrator Procurement Coordination Unit

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	<ul style="list-style-type: none"> - Thresholds, description of procedures with focus on open procedure and negotiated procedure; - Tenders, minimum requirements, evaluation (what we need to see in your tender to be able to evaluate it); - Award of the tender; - Model contracts, specific and general conditions. 	General Secretariat of the Council of the EU
16:00-16:15	Coffee break (not web streamed)	
16:15-16:45	Presentation of TED e-tendering and e-submission module by DG DIGIT	Speakers: Marco Di Molfetta, On-boarding Team Leader e-Submission Anda Delia Mirita, On-Boarding Manager e-Submission
16:45-17:15	Comparison of Latvian and EU public procurement rules: <ul style="list-style-type: none"> - Joint presentation by Latvian authorities and the BEREC Office 	Speakers: Agnese Irmeja, Director of the Methodology Department, Procurement Monitoring Bureau; Dina Morica, Procurement and Legal Officer, BEREC Office
17:15-17:25	Information videos about the activity of BEREC and the BEREC Office	Technical break for summarizing the questions received via e-mail and social media
17:25-17:40	Questions and answers session	All speakers
17:40-17:50	Final remarks from the Ministry of Transport of the Republic of Latvia	Speaker: Emīls Dombrovskis, Senior Officer at Communication Department
17:50-18:00	Closing of the session, information on the follow-up by the BEREC Office	Speaker: Laszlo Ignezi, Director of the BEREC Office
18:00	End of web streaming	

Please note that the event will be video-recorded!