



making e-tendering as easy as



www.**delta**-ets.com

Delta-ets is a seamless, tried and tested public sector tendering solution, from contract notice creation through buyer and supplier exchanges to final contract award.



“The Delta suite of products offered by BiP Solutions – **Project**, **Select** and **Vault** – is a most welcome addition to our procurement management toolbox and I have to say that the company was excellent in holding our hands throughout the process. Everyone was very impressed by their service.”

JIM LIVINGSTONE, EAST RENFREWSHIRE PURCHASING AND PROCUREMENT MANAGER



The e-tendering solution with a difference

Electronic tendering is no longer a theory – it is a fact, and public authorities are rapidly embracing e-tendering. However, they are still wary of the complexity and expense of the systems being offered.

The Delta electronic tendering service provides the leading-edge EU-compliant modules of Project, Select and Vault, which deliver reduced risk e-tendering in a fully secured, managed and audited environment. And Delta is supported by BiP Solutions, Europe's leading exponent of public procurement solutions.

How does Delta-ets work?

Delta-ets is written in open source language and offers buyers the opportunity to decide which separate modules to use to facilitate variable efficiency based on the contract or tender. The system sits within a suite of applications which records all actions through Project, Select, Vault and Vault e-Auction.

This scalability allows the optimum benefits for buyers without prescribing actions which negate any of the benefits utilising that particular part would provide – eg on a low-value call for competition you may only use Project and Vault, but for an OJEU level contract you will require Project, Select and Vault.

These individual actions can be grouped together to form a tender exercise, showing the various elements of the process which may be required as a report under the Consolidated Directive.

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Delta – the completely scalable modular solution

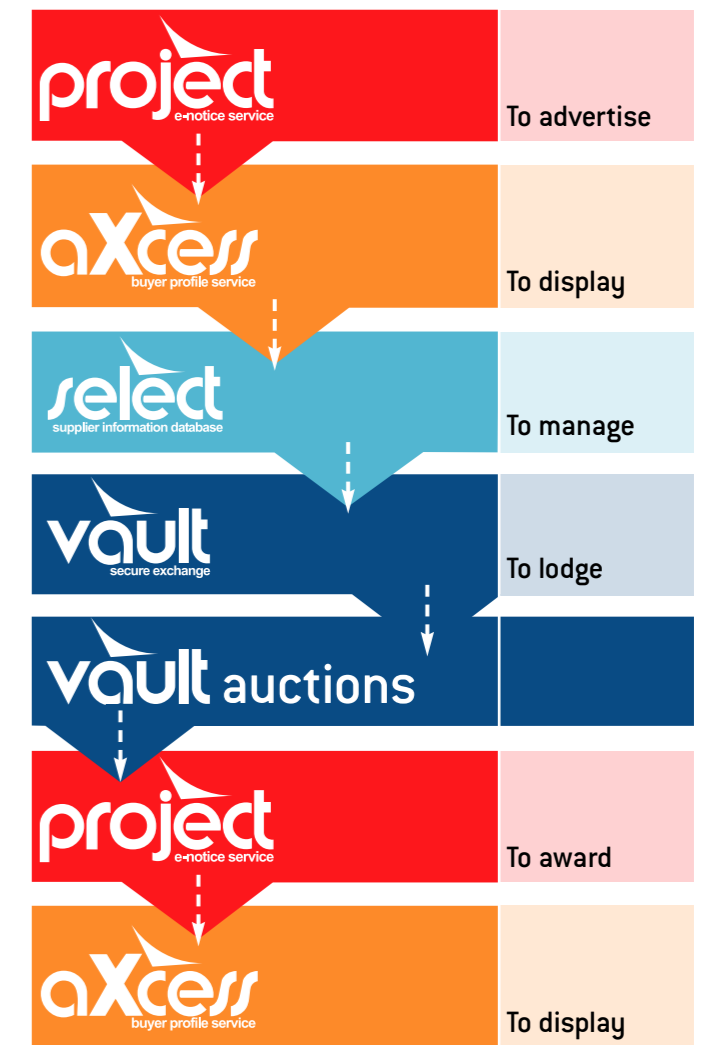
e-tendering

e-Procurement/e-Tendering is seen as a key enabler in achieving greater public sector efficiency. This is high on the Government's agenda and was the focus of Sir Peter Gershon's review of the public sector, *Releasing Resources to the Front Line* (the 'Efficiency Review') commissioned by the Prime Minister and published in July 2004.

What is e-tendering?

It is conducting the complete tendering exercise – from the advertising of the requirement through to the placing of the contract, including the exchange of all relevant documentation – by electronic communications and possibly by electronic reverse auction. The e-auction process is aided by using e-tendering during the process.

The e-tendering process





Project facilitates the creation and management of all values of contract announcement and, using XML technology, it validates and transmits OJEU contracts directly to the Official Publications Office. **Project** provides the latest format standard forms for submission to the OJEU for all procedure types and also includes the format for below-threshold competitive contracts.

Project also has official OJS e-sender status as a recognised and approved e-notice service. It is currently being used by over 2300 UK public procurement professionals.

More contract notices are forwarded to the OJEU via **Project** than any other electronic system.

Isn't it time you joined the hundreds of other public bodies already reaping the benefits of using the unique **Project** service, including:

- The Department of Health, and Scottish Healthcare Supplies, as well as over 150 NHS Trusts
- Most central government departments, including DTI, DfT and ODPM
- All UK Ministry of Defence buyers, including their agencies
- Dozens of government agencies, including OGCBuying.solutions and the Highways Agency
- Education bodies and universities nationwide, including those in Edinburgh, Exeter, Greenwich and Wales
- Over 110 local authorities, including Essex, Birmingham, Tameside, Surrey and Liverpool
- Emergency services covering all sectors – Fire, Police and Ambulance
- Purchasing consortia, including ESPO, YPO and abc



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Project features & benefits

- F1 Ability to create, manage and transmit contract announcements (notices, awards and addenda) electronically.
- B1 Facilitates requirement for electronic transmission in the EU Consolidated Directive and complies with UK e-government targets, stipulating that 100% of contract announcements be created and transmitted electronically.
- F2 All announcements are recorded in a fully searchable centralised database.
- B2 Provides organisation-wide management reporting.
- F3 Project has official European Union OJS e-sender status.
- B3 Recognised XML gateway; contract announcements are validated and currently published within 2-3 working days.
- F4 Online resources section.
- B4 Instant access to relevant legislation, guidance and a searchable database of OJEU contract notices.
- F5 Internet-based solution, requiring only a username and password for access.
- B5 Provides secure access and removes the requirement for additional hardware or software.
- F6 Fully managed service.
- B6 Close liaison with OPOCE (Office for Official Publications of the European Communities) ensures up-to-date standard forms, plus online, telephone and email support for users.
- F7 Integrated search and report tools.
- B7 Allows you to identify spend in key areas. Also provides the ability to compile data in line with the annual statistical process as required by ODPM/OGC.
- F8 Organisational hierarchy.
- B8 Organisations can join up their tendering administration, whether working from home or office. Procurement units can, using Project, track and report on tendering activity enterprise-wide, regardless of location.
- F9 Procurement code search engine (includes CPV, NUTS, CPC, CPA, NACE, NIPRO).
- B9 Ensures compliance with the requirement of CPV codes published as part of a contract announcement, and the use of up-to-date nomenclature.
- F10 Global fields for pre-setting common areas of information.
- B10 Speeds up notice creation, eliminates repetition, reduces potential for errors and ensures standardisation of qualification and award criteria.
- F11 Provides simple and intuitive menu of all procedure types, including non-OJEU formats.
- B11 Reduces time-wasting by providing the exact nature and procedure type of contract announcement required for a given tender exercise, and offers only relevant fields for completion.
- F12 Formats for creating not only EU-compliant contract announcements, but also any competitive notice, regardless of value.
- B12 Provides single, searchable source of all values of contract data.



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BiP Solutions offers a simple solution for public sector buyers to create a hosted Buyer Profile. The **aXcess** service works in conjunction with BiP's Project e-notification service to deliver real time contract announcement information directly into your Buyer Profile. It reduces administration time spent on the task of updating your Buyer Profile on a daily basis. Instead, **aXcess Online** does it for you, by directly updating from your submitted Project contracts into the relevant Buyer Profile area for future, current and past award opportunities. The web page is open and free for all suppliers to review, reducing the possibility of sub-OJEU advertising infringement cases.

aXcess conforms to the new EU Consolidated Procurement Directive requirements and gives suppliers access 24 hours a day, 7 days a week to constantly updated data. **aXcess** will follow the look and feel of your website and has an easy to use update link to add or amend contact details, policies and purchasing information.

BiP's **aXcess** Buyer Profile service is a low cost, low maintenance solution which saves time and money with its ease of use, is compliant with UK and European Directives and has the ability to constantly inform suppliers of your authority's tender opportunities.

What is a Buyer Profile?

In line with the requirements within the EU Consolidated Directive, contracting authorities are encouraged to publish their Buyer Profile on the internet. **aXcess** is a fully managed, website-based service which automatically updates the contract information in a Buyer Profile in real time. It saves your organisation money by completely removing the arduous and time-consuming task of updating your Buyer Profile contract information on a daily basis. Instead, **aXcess** does it for you, by obtaining (from Project) all the relevant contract information needed to populate a Buyer Profile. All you have to do is occasionally update the generic information.

Benefits of a Buyer Profile

A Buyer Profile allows suppliers to be better informed about the purchaser and better able to judge whether they want to bid for a particular tender opportunity.

It also helps save time by taking advantage of the EU's time-saving incentive. The time-limits for receipt of tenders may be reduced by five days (excluding accelerated procedure) where the contracting authority offers unrestricted and full direct access by electronic means to the contract documents and any supplementary documents from the date of publication of the notice, specifying in the text of the notice the internet address at which this documentation is accessible. Additionally, requests to participate dates can be shortened by seven days, where notices are drawn up and transmitted by electronic means, in accordance with the format and procedures for transmission indicated in point 3 of Annex VIII of the Consolidated Directive.

How does a Buyer Profile help suppliers?

aXcess provides your suppliers with access to detailed selling to government-type information on your past, present and future procurement needs. It is especially SME-friendly, as it provides access to low-value tenders and potential subcontractor opportunities.



www.dvla.g2b.info/



www.procurementportal.odpm.gov.uk/



dft.g2b.info/

A Buyer Profile will facilitate:

EU Consolidated Procurement Directive

The EU Consolidated Procurement Directive offers time-reducing benefits, as mentioned above, from the use of electronic means in the competitive tendering process. This covers the procedures for the transmission, publication and availability of contract and supporting purchasing information.

National e-Procurement Project (NePP)

The NePP states that every authority should publish a 'Selling to' guide on its corporate website, together with details of how to do business with the council, details of forthcoming bidding opportunities, and contact details for each contract.

ODPM: Small Business Friendly Concordat Good Practice Guide

The Small Business Friendly Concordat Good Practice Guide seeks to achieve community benefits through procurement, by actively engaging with a diverse range of suppliers. By submitting all opportunities, including low-value and sub-OJEU threshold opportunities on a Buyer Profile, you will be compliant with the ODPM's guide by opening up all opportunities to local and small businesses.

Freedom of Information publication scheme

The Freedom of Information Act requires public sector bodies to adopt, maintain, publish and review from time to time a publication scheme. A publication scheme is a list of the sorts of information that the organisation will make available on a routine basis. As a Buyer Profile includes procurement information, it can be used to facilitate easy access to procurement-related information.

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Select online supplier information database service provides public sector buyers with the facility to search for suppliers who have completed the standard online pre-qualification questionnaire. The service also offers the functionality to create and manage lists of suppliers.



Using Select, public authorities can evaluate Expressions of Interest based on a choice of up to 10 categories of information.



To use Select all you need is an Internet browser version 5 or above.

Select features & benefits



- F1 Suppliers create and manage multiple profiles, containing Expression of Interest/ pre-qualification information.
- B1 Removes the requirement for time-consuming maintenance of supplier information and paper storage.
- F2 Supplier profiles are date and time stamped.
- B2 Avoids the risk of the buyer making decisions based on out-of-date data.
- F3 Select is free of charge to suppliers and requires no additional hardware or software.
- B3 Ensures compliance with the Local Government Act 1988 and with EU pre-qualification processes, which require an open and competitive marketplace.
- F4 Intuitive standard format for Expression of Interest data.
- B4 Ensures a level playing field by providing a common format.
- F5 Buyers can create two different types of lists – select lists and response lists.
- B5 Buyers can maintain open lists of supplier data with the onus on the supplier to maintain. Response lists can be managed using dates to coincide with Expression of Interest dates.
- F6 Suppliers can classify their goods and services using CPV (Common Procurement Vocabulary) codes.
- B6 CPV codes are the codes used in EU tendering; they are mandatory and provide a common code for both buyers and suppliers to search on.

Select

- Provides secure customised supplier lists for use by public sector organisations.
- Provides supplier information, in an instant.
- Provides multiple-supplier search by product or location.
- Assists identification of potential suppliers by product or service, company name or location.
- Compiles lists of potential suppliers for specific tenders.
- Facilitates the transfer of current paper-based lists to online lists.
- Buyers can manage electronic Expressions of Interest and/or RFQ setting opening and closing dates in time with contract requirements.
- Buyers can view date stamped supplier data and use the email message service to request updates or send and receive bids/quotes.
- Simplifies the supplier evaluation process.
- Provides fast access to supplier credit reports and registered annual accounts.



Do you want a customised supplier information service?

BiP Solutions can provide you with your own customised supplier information management service, using the Select format. This can be based on your pre-qualification questionnaire (PQQ) or other pre-defined requirements, offering you a unique service to manage suppliers in real time, and standardising the data format.

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Vault is a secure document and e-auction exchange service, which facilitates all EU procurement procedures – open, restricted, negotiated and accelerated – as well as low-value contracts.

It provides a totally secure means to store and transmit Invitation to Tender (ITT) documentation and then to receive and manage responses electronically via the internet.

Vault e-auctions offer efficient, transparent negotiations for either lowest price or most economically advantageous tenders, as part of the full procurement process. **Vault** also offers the option of reverse e-auctions.

Security

The **Vault** tenderbox service is accessed via the https protocol and offers two distinct levels of security. Tenderboxes can be set for access using password protection.

Vault features

- Exchanges Invitation to Tender documents electronically.
- Provides an online activity log representing buyer and supplier transactions.
- Enables secure transfer using secure socket layer technology.
- Facilitates all EC procedure types and values of contract.
- Allows internet application.
- Can be used for any type of electronic document or file size.
- Provides easy access to tender documentation.

Why choose Vault?

- Reduces paper, reproduction and courier/postage costs.
- Provides true searchable audit of all transactions between buyers and suppliers.
- Provides high levels of security to ensure repudiation and authenticate end user.
- Can be used for any value of contract, using any nature or procedure type.
- No other locally installed hardware uses internet and email technology offering such an open and competitive service.
- No restriction on types of document that can be used.
- Fulfils Buyer Profile requirement of making tender documents available online.

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Vault e-auctions

Driving **efficiency** savings for your organisation

Introducing an online **Vault e-auction** into your e-tendering system is far more than deploying an IT application tool; it is accessing a complete expert support service.

In addition to the deployment and operation of the auction tool itself, users receive full buyer and supplier side support including:

- Assessment of suitability of forthcoming contracts for the e-auction process
- Advice and guidance on strategy and developing specifications
- Supplier and buyer training
- Mock auctions
- Consultancy support on operational and legislative issues throughout the entire process

Vault e-auctions – **delivering savings**

Overall savings of around 20% using e-auction tools may be possible, but remember – the lion's share of savings may come prior to employing the competitive bidding e-auction technique.

That's where **Vault's** dedicated Delta e-auction support team's service makes the real difference.

Vault e-auctions – **realising the benefits**

Ensuring quality professional advice, information and communication between buyers and suppliers throughout the tendering process is where delivering best value for money starts.

By using BiP's **Vault e-auction** service you are drawing on the vast expert procurement process support BiP can offer. The support team assigned to your e-auction helps you drive efficiency and savings throughout the whole tendering process, to achieve benefits for both buyers and suppliers.

Vault e-auctions:

- Reduce your tender cycle time and administrative costs.
- Remove the email, fax, print and postage burdens normally involved in processing new tenders.
- Provide a full online and real time operational environment.
- Are easy to use – no IT jargon busters necessary.
- Do not require advanced IT skills to be involved.
- Allow you access to experts in public procurement practices.
- Provide suppliers with introductory training to e-auctions and, when required, a test e-auction prior to 'going live' if necessary.
- Provide a tried and tested solution proven to deliver savings.
- Deliver increased compliance.
- Are part of a suite of products that together creates the whole e-tendering life cycle.
- Help manage and minimise risk.
- Provide a full audit trail.

For a **FREE** business case to assist with e-tendering, contact BiP Solutions at: pass@bipsolutions.com

We make e-tendering **easy** with our
completely scalable modular solution

www.delta-ets.com

Want to **try** before you buy?

Why not try the FREE demonstration site at www.demo.delta-ets.com
or contact delta@delta-ets.com to discuss your requirements?



BiP SOLUTIONS LTD

PARK HOUSE, 300 GLASGOW ROAD
SHAWFIELD, GLASGOW G73 1SQ

Tel: 0141 332 8247 Fax: 0141 331 2792

Email: bip@bipsolutions.com

Website: www.bipsolutions.com

FACILITATING BUSINESS WITH GOVERNMENT

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