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English version

Business Interoperability Interfaces for Public procurement in Europe - eCatalogue profiles

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Foreword¹

This CEN Workshop Agreement has been drafted and approved by a Workshop of representatives of interested parties on 2012-09-27, the constitution of which was supported by CEN following the public call for participation made on 2010-02-10.

A list of the individuals and organizations which supported the technical consensus represented by the CEN Workshop Agreement is available to purchasers from the CEN-CENELEC Management Centre. These organizations were drawn from the following economic sectors:

- Evenex
- University Koblenz-Landau
- Flowcanto
- INVINET SISTEMES 2003
- Ministry of Economic Affairs, The Netherlands
- ICEPRO
- Single Face To Industry(SFTI)
- Agency for Public Management and eGovernment (Difi).
- University of Duisburg-Essen, Germany
- AMMPL
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- Consip SpA
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BII2 built forward on semantic modelling work in UN/CEFACT and UBL.

¹In order to ease the reading and review the content of this CWA is also made available on <http://www.cenbii.eu/deliverables/cwa-16560-etendering/>. The official version is however the version as published at the CEN website (www.cen.eu).

This CWA is part of the set of CWA's that have been prepared by the second CEN Workshop on Business Interoperability Interfaces for Public procurement in Europe (WS/BII2). The CWA's that were prepared by the workshop are:

- CWA 16558: BII **Architecture**
- CWA 16559: BII **Tender Notification profile**
- CWA 16560: BII **Use of profiles in the tendering process**
- CWA 16561: BII **eCatalogue profiles**
- CWA 16562: BII **Post-award profiles**

The current document is: CWA 16561: eCatalogue profiles.

The CEN Workshop on business interoperability interfaces for public procurement in Europe (WS/BII) is established in order to:

- Identify and document the required business interoperability interfaces related to pan-European electronic transactions in public procurement expressed as a set of technical specifications, developed by taking due account of current and emerging UN/CEFACT standards in order to ensure global interoperability
- Coordinate and provide support to pilot projects implementing the technical specifications in order to remove technical barriers preventing interoperability

This CWA describes profiles for post-award catalogue processes. A catalogue contains specifications of products (goods and services) with their pricing. A catalogue is used to serve as a basis for ordering. This CWA describes the process for sending the catalogue from a Supplier to a Customer, for modifying a previously exchanged catalogue and for subscription to the modifications of a catalogue. Multiparty catalogues are described as well. In this CWA the business requirements are identified, explained and justified.

The final review/endorsement round for this CWA was started on 2012-07-01 and was successfully closed on 2012-09-02. CWA's have been officially approved at the final WS/BII2 Plenary Meeting on 2012-12-05. The final text of this CWA was submitted to CEN for publication on 2012-12-06.

This CEN Workshop Agreement is publicly available as a reference document from the National Members of The following countries: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Former Yugoslav Republic of Macedonia, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.

Comments or suggestions from the users of the CEN Workshop Agreement are welcome and should be addressed to the CEN-CENELEC Management Centre.

Introduction

This CEN Workshop Agreement (CWA) is a deliverable of the second CEN Workshop on Business Interoperability Interfaces for public procurement in Europe (WS/BII2).

The objective of the BII initiative is to provide a framework for interoperability in pan-European electronic procurement transactions, expressed as a set of requirements and technical specifications. The requirements are input into UN/CEFACT in order to ensure global interoperability.

The original CEN Workshop on Business Interoperability Interfaces for public procurement in Europe (WS/BII) was concluded in December 2009, and its results, including a set of profiles, were issued as CWA 16073:2010.

Based on user input WS/BII2 has issued a number of new profiles and reviewed and updated a number of the profiles published as part of CWA 16073:2010.

WS/BII2 profiles

A WS/BII2 profile description is a technical specification describing

- the scope of a business process with its goals, preconditions and the roles of participating parties,
- the choreography of the business process covered, i.e. a detailed description of the way the business partners collaborate to play their respective roles and share responsibilities to achieve mutually agreed goals with the support of their respective information systems,
- the electronic business transactions exchanged as part of the business process, with their information requirements, and the sequence in which these transactions are exchanged,
- the business rules governing the execution of that business process, as well as any constraints on information elements used in the information requirement models of the transactions.

The profiles focus on the standardization on the organisational and semantics interoperability levels rather than on syntax or technical interoperability levels. Consequently the business transactions within a profile can be structured based on different message standards/syntaxes as long these can carry all the necessary information elements.

Although the profile descriptions and information requirement models provided by WS/BII2 are neutral of syntax, the workshop also published specifications of how the models may be mapped to defined syntaxes. This is done in order provide implementable specifications.

The main focus of the profile description and the associated information requirement models is to address generally expressed business requirements, applicable throughout the European market. Although the profile description is designed to meet generally expressed requirements, it is still the responsibility of the users to ensure that the exchanges within the actual business transactions meet all the legal, fiscal and commercial requirements relevant to their business.

WS/BII2 Post-award support

WS/BII2 has developed a set of profiles to support interoperability in the pre and post-award areas. The scope of BII2 is public procurement but the profiles apply as well to private trade since most public trade involves private suppliers.

The scope of BII2 post-award profiles include processes that support communication of catalogues, orders and invoices. These may link with other support processes like transport, inventory and payment, but these other processes are currently out of scope for the workshop.

The set of BII profiles for supporting the post-award area are:

Profile	Processes	Transactions	Version
BII33 <u>Catalogue subscription</u>	Sourcing	Catalogue Subscription Request Catalogue Subscription Request Acceptance Catalogue Subscription Request Rejection	BII2
BII01 <u>Catalogue only</u>	Sourcing	Submit Catalogue Accept Catalogue Reject Catalogue	BII2
BII17 <u>Multi party catalogue</u>	Sourcing	Catalogue Request Catalogue Request Rejection Multiparty Catalogue	BII2
BII02 <u>Catalogue update</u>	Sourcing	Submit Catalogue Item Update Submit Catalogue Price Update Accept Catalogue Update Reject Catalogue Update	BII2
BII16 <u>Catalogue deletion</u>	Sourcing	Catalogue Deletion Request Catalogue Deletion Confirmation	BII2
BII20 <u>Customer initiated sourcing</u>	Sourcing	Request Quote Provide Quote Reject Quote	BII1
BII18 <u>Punch out</u>	Ordering	Provide Quote	BII1
BII03 <u>Order only</u>	Ordering	Order Submission	BII2
BII32 <u>Simple ordering</u>	Ordering	Order Submission Simple Order Response	BII2
BII28 <u>Ordering</u>	Ordering	Order Submission Order Response	BII2
BII27 <u>Advanced ordering</u>	Ordering	Order Submission Order Acceptance Order Rejection Seller Counter Offer Buyer Counter Offer Counter Offer Acceptance Order Withdrawal	BII2
BII04 <u>Invoice only</u>	Billing	Invoice	BII2
BII15 <u>Scanned invoice</u>	Billing	Submit Invoice Correct with Credit Request Rescan	BII1
BII09 <u>Customs bill</u>	Billing	Submit Invoice Correct with Debit Correct with Credit	BII1
BII05 <u>Billing</u>	Billing	Invoice Credit Note Corrective Invoice	BII2
BII23 <u>Invoice only with dispute</u>	Billing	Submit Invoice Dispute Invoice	BII1
BII06 <u>Procurement</u>	Ordering, Billing	Order Submission Order Acceptance Order Rejection Invoice Credit Note Corrective Invoice	BII2
BII07 <u>Procurement with invoice dispute</u>	Ordering, Billing	Submit Order Accept Order Reject Order Submit invoice Dispute Invoice Correct with Invoice Correct with Credit	BII1
BII31 <u>Reminder only</u>	Payment	Payment Reminder	BII2
BII21 <u>Statement</u>	Payment	Statement	BII2
BII08 <u>Billing with dispute and reminder</u>	Billing, Payment	Submit Invoice Dispute Invoice Correct with Invoice Correct with Credit Issue Reminder	BII1

Profile	Processes	Transactions	Version
<u>BII19 Advanced procurement</u>	Ordering, Billing, Payment	Submit Order Accept Order Reject Order Submit Counter Offer Accept Counter Offer Reject Counter Offer Submit invoice Dispute Invoice Correct with Invoice Correct with Credit Issue Reminder	BII1
<u>BII30 Dispatch only</u>	Fulfilment	Dispatch Advice	BII2
<u>BII13 Advanced procurement with dispatch</u>	Ordering, Fulfilment, Billing, Payment	Submit Order Accept Order Reject Order Submit Counter Offer Accept Counter Offer Reject Counter Offer Provide Despatch Advice Submit invoice Dispute Invoice Correct with Invoice Correct with Credit Issue Reminder	BII1

Five profiles are provided to support the communication of catalogues. These profiles cover the life cycle of a catalogue. The profiles BII01 Catalogue Only and BII17 Multi-Party Catalogue cover the first submission of a catalogue to a party on the buying side as well as updating the complete catalogue on the buying side. The difference between the two profiles is that BII01 Catalogue Only addresses use cases where a catalogue contains the products and services of only one seller, while BII17 Multi-Party Catalogue addresses scenarios where an intermediary gathers catalogues from different sellers and compiles these catalogues into one catalogue that is sent to the buying side. Thus, in profile BII17 Multi-Party Catalogue the catalogue may contain products and services of more than one seller.

The profiles mentioned above also support updating catalogues. Profile BII01 allows for adding, deleting or replacing lines or items in existing catalogues, or to replace a catalogue completely. Profile BII02 Catalogue Update allows for updating individual catalogue items. Options are to either update the item price or the item specification.

Use cases where a business relationship ends or is suspended are covered by the profile BII16 Catalogue Deletion. By this profile, the catalogue on the buying side can be deactivated so that no further orders are placed based on this deactivated catalogue.

Profile BII33 Catalogue Subscription supports the process of a buyer, subscribing to the catalogue updates of one or more sellers.

A separate guide on item and packing units has been annexed to this CWA as well.

As the information in a catalogue is used in all subsequent business processes, including Ordering, Fulfilment and Billing, the quality of that information is of utmost importance. Therefore a guideline has been drafted on Catalogue quality. This guideline is also part of this CWA and has been annexed to it.

Implementation, conformance and customization

WS/BII2 profiles define the core functionality that is required in order to achieve interoperability for the business processes that are covered. Parties, claiming conformance to a WS/BII2 profile must adhere to the criteria listed in the BII2 guideline on Conformance and Customizations, which is annexed to CEN CWA16558.

Parties may agree bilaterally or within certain communities to extend the core set of information elements, or to adapt their cardinality. This extension mechanism is also described in the BII2 guideline on Conformance and Customizations.

In order to implement a profile, the transactions are to be represented in some syntax. Syntax representation is outside the scope of the profiles; however, the mapping of the profile transactions to UBL 2.1 and to UN/CEFACT D11A has been described wherever possible. In the profiles, reference is made to technical

documents such as XML schemas, Schematron files and example messages to support technical implementation.

Implementations of the profiles may be validated by means of tools and supporting material, as described in the BII Technical Guideline: BII implementation and use of validation artefacts, annexed to CWA16558. More background information and support material can be found on the WS/BII2 website www.cenbii.eu/.

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1 Business environment

1.1 Introduction

A catalogue contains specifications of products (goods and services) with their pricing. A catalogue is used to serve as a basis for ordering. In the eCatalogue profiles the business requirements for exchanging catalogue data are identified, explained and justified.

1.2 Objectives

The business objectives for implementing the eCatalogue profiles are:

For customers:

- Quick and easy comparison of items from one or several Suppliers.
- Simple storage and automated maintenance of item information.
- Correct identification and pricing of items in the ordering process (reduced errors).

For suppliers:

- Provision of tailored item and price information.
- Correct identification and pricing of items in the ordering process (reduced errors).

1.3 Scope

The eCatalogue profiles are intended to support the synchronization of catalogues between the selling and the buying side in a business relationship, whereas the selling side is the source of the catalogue and the buying side the receiver. In the profiles the selling side can be any Economic Operator and the buying side any Contracting Authority. The intended scope for the profiles includes B2G and B2B relationships.

The transactions, specified in the profiles are intended to be exchanged between the procurement systems of contracting authorities and systems for catalogue management of economic operators. This means that it is expected that the parties have connected their systems to the internet, and that they have middleware in place to enable them to send and receive the transactions in a secure way, using an agreed syntax.

In the eCatalogue profiles, synchronization of catalogues includes the submission of a new catalogue as well as updating an existing catalogue. Profile BII01 Catalogue Only is used to submit a new catalogue, to replace a catalogue completely or to add or replace individual catalogue lines. For updating parts of the catalogue, the profile BII02 Catalogue Update with its corresponding transactions can be used. BII02 Catalogue Update allows changing the specifications and/or prices of individual catalogue items. To suspend completely the usage of a catalogue the profile BII16 Catalogue Deletion can be used.