CEN

WORKSHOP

AGREEMENT

CWA 16562

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English version

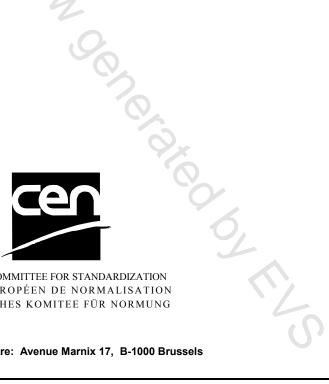# Business Interoperability Interfaces for public procurement in Europe - Post award profiles

This CEN Workshop Agreement has been drafted and approved by a Workshop of representatives of interested parties, the constitution of which is indicated in the foreword of this Workshop Agreement.

The formal process followed by the Workshop in the development of this Workshop Agreement has been endorsed by the National Members of CEN but neither the National Members of CEN nor the CEN-CENELEC Management Centre can be held accountable for the technical content of this CEN Workshop Agreement or possible conflicts with standards or legislation.

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EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

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Foreword[1]

This CEN Workshop Agreement has been drafted and approved by a Workshop of representatives of interested parties on 2012-12-05, 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
- AITI - Associazione Italiana Tesorieri d'Impresa
- Consip SpA
- Document Engineering Services
- Edisys

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The formal process followed by the Workshop in the development of the CEN Workshop Agreement has been endorsed by the National Members of CEN but neither the National Members of CEN nor the CEN-

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[1] In order to ease the reading and review the content of this CWA is also made available on http://www.cenbii.eu/deliverables/cwa-16562-post-award/. The official version is however the version published on the CEN website (www.cen.eu).

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WS/BII2 built forward on semantic modelling work in UN/CEFACT and UBL.
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 16562: BII **Post award profiles**.
The CEN Workshop on business interoperability interfaces for public procurement in Europe 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

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 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 as 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 to provide implementable specifications. Electronic messages can optionally be mapped by the receiver to human readable format, such as pdf, and either sent by email or displayed in a portal solution for the end user.

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

The BII workshops have developed a set of profiles to support interoperability in the pre- and post-award areas. The scope of WS/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 and inventory control, but these other processes are currently out of scope for the workshop. Payment processes are partly in scope, particularly with regard to direct communication on payments between business partners.

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

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

	Profile	Processes	Transactions	Version
BII19	Advanced procurement	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
BII30	**Dispatch only**	**Fulfilment**	**Dispatch Advice**	**BII2**
BII13	Advanced procurement with dispatch	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

Catalogue related profiles were included in CWA 16561. In this CWA 16562, the profiles that are included were developed or updated by the Post Award team in WS/BII2. They are printed in bold in the table above.

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 shall 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/.

1 Business environment

1.1 Introduction

Post-award procurement is a complex process area that involves many activities from several parties. The processes differ per industry. The processes in, e.g., the trade of raw materials are different from those in the fast moving consumer goods. The BII profiles cover basic processes and are focused on the procurement of products that can be itemized. That is not to say that the profiles are not applicable in other industries, but requirements from specialized industries were not taken into account.

BII profiles are modules that may be combined. Some profiles cover the full purchase-to-pay process, other profiles only a part, such as ordering or billing.

1.2 Objectives

The business objectives for implementing post award profiles are:

1. The profiles are a basis for an EDI agreement between the parties and enables trading partners to communicate without a previous bi-lateral setup or agreements.

2. Is a basis for automated handing of orders in a semi manual environment.

3. Enables customers to set up a standardized acquisition process.

4. SME can offer their trading partners the option of exchanging standardized documents in a uniform way and thereby move all orders into electronic form.

5. Significant saving can be realized by the procuring agency by automating and streamlining in-house purchasing processes.

6. Significant saving can be realized by the suppliers by automating and streamlining in-house processing: approval, picking and invoicing can be improved significantly based on increased order quality.

7. Implementation of electronic ordering is a good basis for buyer to enforce a formal process of approval and cost control within his own organization. This may benefit the supplier also by speeding up the payment process (since approval is done on beforehand).

1.3 Scope

BII profiles are intended to support transmission of electronic documents for processing in semi automated processes by the receiver. The intended scope includes:
- B2B and B2G
- Common business processes for purchasing goods and/or services across industries and across borders
- Regional procurement within EU and EEA. The profiles are expected to be applicable to other regions following a review of regional requirements.

The transactions specified in the profiles are intended to be exchanged between the application systems of customers and suppliers. This means that it is expected that customers and suppliers 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.