

ICS 03.100.10; 35.240.20; 35.240.60

English version

## **Business Interoperability Interfaces for Public Procurement in Europe - E-Tendering - Part 106: Profile BII37 Open Procedure**

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## European foreword

CWA 17027-106, **Profile BII37 - Open Procedure** was developed in accordance with CEN-CENELEC Guide 29 “CEN/CENELEC Workshop Agreements – The way to rapid agreement” and with the relevant provisions of CEN/CENELEC Internal Regulations - Part 2. It was agreed on 2015-12-02 in a Workshop by representatives of interested parties, approved and supported by CEN following a public call for participation made on 2013-02-20. It does not necessarily reflect the views of all stakeholders that might have an interest in its subject matter.

The final text of CWA 17027-106 was submitted to CEN for publication on 2016-04-20. It was developed and approved by:

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This CEN Workshop Agreement (CWA) has been drafted and approved by the Workshop on **Business Interoperability Interfaces for Public procurement in Europe (BII)**, phase 3 – CEN WS/BII 3.

CWA 17027 is part of a set of CWAs prepared by CEN WS/BII 3<sup>1</sup>:

- CWA 17025:2016 Methodology and Architecture
- CWA 17026:2016 Notification profiles and transactions
- CWA 17027:2016 Tendering profiles and transactions
- CWA 17028:2016 Catalogue profiles and transactions
- CWA 17029:2016 Post-award profiles and transactions

CWA 17027-106 replaces CWA 16560:2013.

CWA 17027 consists of the following Parts:

CWA 17027-1 e-Tendering overview

*Profiles:*

- CWA 17027-1 E-Tendering overview
- CWA 17027-101 Profile BII11 Advanced Qualification
- CWA 17027-102 Profile BII12 Advanced Tendering
- CWA 17027-103 Profile BII22 Advanced Call for Tenders
- CWA 17027-104 Profile BII34 Advanced Call for Tenders with Pre-award Catalogue Request
- CWA 17027-105 Profile BII35 Advanced Tendering with Pre-award Catalogue
- CWA 17027-106 Profile BII37 Open Procedure

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<sup>1</sup> In order to ease the reading the CWAs provided by the CEN BII initiative, they are also made available on <http://www.cenbii.eu> together with explanatory notes and supporting material. The official version is however the version as published by CEN.

CWA 17027-107 Profile BII38 Advanced Invitation to Tender  
 CWA 17027-108 Profile BII39 Restricted Procedure  
 CWA 17027-109 Profile BII40 Advanced Invitation to Tender with Pre-award Catalogue Request  
 CWA 17027-110 Profile BII41 European Single Procurement Document  
 CWA 17027-111 Profile BII46 Subscribe to Procedure  
 CWA 17027-112 Profile BII47 Call for Tenders  
 CWA 17027-113 Profile BII48 Call for Tenders Questions and Answers  
 CWA 17027-114 Profile BII49 Qualification  
 CWA 17027-115 Profile BII50 Tender Clarification  
 CWA 17027-116 Profile BII51 Qualification Rejection  
 CWA 17027-117 Profile BII52 Invitation to Tender  
 CWA 17027-118 Profile BII53 Tender Withdrawal  
 CWA 17027-119 Profile BII54 Tendering  
 CWA 17027-120 Profile BII56 Virtual Company Dossier  
 CWA 17027-121 Profile BII58 Notify Awarding  
 CWA 17027-122 Profile BII59 Contracting  
 CWA 17027-123 Profile BII60 Tender Status Inquiry

*Transaction syntax implementation guidelines (UBL):*

CWA 17027-201 UBL Syntax Implementation Guideline for Trdm040 Advanced Call for Tenders  
 CWA 17027-203 UBL Syntax Implementation Guideline for Trdm042 Qualification Reception Confirmation  
 CWA 17027-204 UBL Syntax Implementation Guideline for Trdm044 Advanced Tender  
 CWA 17027-205 UBL Syntax Implementation Guideline for Trdm045 Tender Reception Notification  
 CWA 17027-212 UBL Syntax Implementation Guideline for Trdm083 Call for Tenders  
 CWA 17027-215 UBL Syntax Implementation Guideline for Trdm087 Qualification Rejection  
 CWA 17027-216 UBL Syntax Implementation Guideline for Trdm083 Call for Tenders  
 CWA 17027-218 UBL Syntax Implementation Guideline for Trdm090 Tender  
 CWA 17027-221 UBL Syntax Implementation Guideline for Trdm094 Awarding Notification  
 CWA 17027-224 UBL Syntax Implementation Guideline for Trdm105 Call for Tenders with Pre-award Catalogue Request  
 CWA 17027-227 UBL Syntax Implementation Guideline for Trdm108 Advanced Invitation to tender  
 CWA 17027-228 UBL Syntax Implementation Guideline for Trdm109 Advanced invitation to tender with Pre-award Catalogue Request

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## Introduction

The first CEN BII Workshop was established in May 2007 with the objective of harmonising electronic procurement in Europe. The CEN BII initiative, which now comprises a further two CEN Workshops, is a standardisation activity within CEN (European Committee for Standardisation). It provides a framework for interoperability in pan-European electronic transactions expressed as a set of technical specifications.

During the second phase of the initiative (CEN WS/BII 2) a set of technical specifications – “CEN BII Profiles” – were documented and published as five CEN Workshop Agreements (CWAs), which are currently used across Europe. The profiles are designed to facilitate effective public e-procurement based on a modular approach for implementation, with a focus on global interoperability.

The CEN BII profiles can be seen as “agreements” on message contents and business processes. The profile descriptions focus on core information elements that typically cater to the majority of user requirements applicable across Europe and lower the need for detailed bilateral agreements between the trading partners.

In its third phase (CEN WS/BII 3), which began in March 2013 with the approval of the business plan, the Workshop has focused on ensuring that all relevant aspects of e-procurement are covered, including additional business requirements coming from the new Public Procurement Directives<sup>2</sup> and alignment to other standardization efforts in the area of electronic invoicing, as well as ensuring wider recognition and adoption of its deliverables.

More information about the CEN BII initiative can be found on [www.cenbii.eu](http://www.cenbii.eu).

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<sup>2</sup> Directive 2014/24/EU on public procurement – replaces Directive 2004/18/EC (“classic Directive”), Directive 2014/25/EU on procurement by entities operating in the water, energy, transport and postal services sectors – replaces Directive 2004/17/EC (“utilities Directive”), and Directive 2014/23/EU on the award of concession contracts (new)

## 1 Scope

### 1.1 Introduction

The BII workshop has developed a set of profiles to support interoperability in the pre- and post-award areas. The scope of BII is public procurement but the profiles apply as well to private trade since many private customers use tendering as good business practice. In those cases official Notification of calls and contracts is often not applicable.

The scope of BII pre-award profiles include processes that support communication of qualifications, calls for tenders with and without catalogue requests, tenders with and without catalogues and contract notices. During these processes additional information need to be exchanged between contracting bodies and economic operators, such as questions and answers and documents supporting a virtual company dossier.

The set of BII profiles for supporting the open procedure in the pre-award area are:

ID	Profile	Transactions	Used in Open Procedure		
			Basic <sup>3</sup>	Advanced <sup>4</sup>	
				Without catalogue	With catalogue
BII14	Prior information notice <sup>5</sup>	Trdm065, Trdm079	X	X	X
BII45	Search Notices <sup>6</sup>	Trdm099, Trdm100, Trdm078, Trdm079, Trdm080	X	X	X
BII10	Contract Notice <sup>7</sup>	Trdm065, Trdm078	X	X	X
BII46	Subscribe to Procedure	Trdm081, Trdm082	X	X	X
BII47	Call for Tender	Trdm083	X		
BII22	Advanced Call for tenders	Trdm040		X	
BII34	Advanced Call for Tender with pre-award Catalogue Request	Trdm105			X
BII48	Call for Tender Questions and Answers	Trdm084, Trdm085	X	X	X
BII54	Tendering	Trdm090, Trdm045	X		

<sup>3</sup> See section 1.3.

<sup>4</sup> See section 1.3.

<sup>5</sup> In CWA 17026

<sup>6</sup> In CWA 17026

<sup>7</sup> In CWA 17026



ID	Profile	Transactions	Used in Open Procedure		
			Basic <sup>8</sup>	Advanced <sup>9</sup>	
				Without catalogue	With catalogue
BII12	Advanced Tendering	Trdm090, Trdm044, Trdm045		X	
BII35	Advanced Tendering with pre-award Catalogue	Trdm090, Trdm044, Trdm068, Trdm045			X
BII53	Tender Withdrawal	Trdm089, Trdm045	X	X	X
BII50	Tender Clarification	Trdm084, Trdm085	X	X	X
BII56	Virtual Company Dossier	Trdm091, Trdm092	X	X	X
BII58	Notify Awarding	Trdm094	X	X	X
BII43	Contract Award Notice <sup>10</sup>	Trdm065, Trdm080	X	X	X
BII59	Contracting	Trdm095, Trdm096	X	X	X
BII60	Tender Status Inquiry	Trdm097, Trdm098	X	X	X

This profile BII 37 Open Procedure describes how the BII profiles may be used in the context of an open procedure according to for example the directives 2014/24/EU on public procurement and 2014/25/EU on procurement by entities operating in the water, energy, transport and postal services sectors. In section 3.3 the choreography of the open procedure is described, both in a BPMN diagram as in text.

This profile BII 37 Open Procedure is a Procedural Profile. In this profile no individual transactions are defined. Reference is made to other profiles, in which the transactions and the transaction information requirements are listed and defined.

## 1.2 Goals

The main business benefits to be gained by implementing this profile are:

ID	Description
G37-001	Reduce human errors and resources - Automated matching of the Tender with the Call for Tender document should eliminate human keying errors and facilitates redeployment of resources.
G37-002	No previous bi-lateral setup or agreements. Required - Parties (economic operators and contracting bodies) should communicate without a previous bi-lateral setup or agreements.
G37-003	Facilitate Automated Tender Preparation - e-Tendering/e-Submission solutions should allow Economic

<sup>8</sup> See section 1.3.

<sup>9</sup> See section 1.3.

<sup>10</sup> In CWA 17026