

Seminar

For Newcomers to Procurement and/or Non-Procurement Persons:

Basic Introduction to European Public Procurement

Maastricht (NL), 28 February and 25 September 2012

and

Introductory and Practitioners Seminar:

European Public Procurement Rules, Policy and Practice

Maastricht (NL), 29 February-2 March 2012 and 26-28 September 2012



European Institute of Public Administration
Institut européen d'administration publique



Introduction

The European Institute of Public Administration (EIPA) is organising an Introductory and Practitioners Seminar on *'European Public Procurement Rules, Policy and Practice'* which will take place at EIPA in Maastricht (NL) on 29 February-2 March and 26-28 September 2012. Prior to the Seminar, EIPA will provide a *'Basic Introduction to European Public Procurement for Newcomers to Procurement or Non-Procurement Persons'* on 28 February and 25 September 2012.

Target group

The seminar is intended for public officials from national, sub-national and local authorities and other public bodies from the EU Member States, European institutions and European bodies and candidate countries, who wish to familiarise themselves with European public procurement rules, policy and practice, as well as for other interested persons working in this field, for example representatives from industry and academia.

Description

The seminar will cover the principles and procedures of European public procurement policy, focusing on the Public Procurement Directives, relevant case law and the enforcement of the procurement regime. It will address international aspects of and new initiatives in the EU's procurement policy.

Method

A mixture of presentations, discussions and cases concerning actual procurement practice to be discussed in working groups.

Objective

The primary aim of this seminar is to present and explain the European rules and principles on public procurement in an accessible way and to enhance awareness of professional procurement practices. The seminar will also include an interactive workshop with specific cases. Most importantly, the seminar will offer an excellent platform for participants to exchange experiences and concerns in dealing with public procurement.

Programme

TUESDAY – 28 FEBRUARY / 25 SEPTEMBER 2012 **Basic Introduction to European Public Procurement for Newcomers to Procurement or Non-Procurement Persons**

- 09.30 **Welcome; objectives of the seminar**
Rita Beuter, Senior Expert, EIPA, Maastricht (NL)
- 09.45 **European Public Procurement and Multiple Choice Questions (MCQ)**
Rita Beuter
- 11.00 Coffee break
- 11.30 **European Public Procurement (continued)**
Rita Beuter
- 12.30 Lunch
- 13.45 **Public Procurement Rules and Practice in the EU**
Maarten Rooderkerk, EurAssist - European Consultants, European Legislation Specialists, Rijnsburg (NL)
- 15.15 Coffee break
- 15.45 **Public Procurement Rules and Practice in the EU (continued) and Practical Exercise**
Maarten Rooderkerk
- 17.15 **European Public Procurement and MCQ**
- 17.45 **Evaluation of the seminar and end of the day**

WEDNESDAY – 29 FEBRUARY / 26 SEPTEMBER 2012 **European Public Procurement Rules, Policy and Practice**

- 09.15 **Welcome; objectives of the seminar**
Rita Beuter
- 09.45 **The Public Sector Directive 2004/18/EC and Possible Reform**
Rita Beuter
- 11.15 Coffee break
- 11.45 **Case Law of the Court of Justice of the EU**
Velia M. Leone, Director, Leone & Associati Studio Legale, Rome and Milan (IT)
- 13.00 Lunch
- 14.30 **Case Law of the Court of Justice of the EU (continued)**
Velia M. Leone
- 16.00 Coffee break

- 16.30 **The European Approach to Concessions and Public-Private Partnerships**
Michael Burnett, Expert, EIPA, Maastricht (NL)
- 17.45 Guided tour of Maastricht
- 20.00 Dinner at a local restaurant

THURSDAY – 1 MARCH / 27 SEPTEMBER 2012

- 09.15 **The Utilities Directive 2004/17/EC and Case Law**
Martin Oder, Partner, Haslinger / Nagele & Partner Law Firm, Vienna (AT)
- 10.30 Coffee break
- 11.00 **Remedies Directives and Case Law**
Martin Oder
- 12.30 Lunch
- 14.00 **Environmental Considerations in Procurement**
Martin Unfried, Expert, EIPA, Maastricht (NL)
- 15.00 **International Aspects of European Public Procurement**
Rita Beuter
- 15.30 **Distribution of cases; Instructions for working groups**
- 15.45 Coffee break
- 16.15 **The Procurement Process – The Practice**
Gareth Jones, Director, Sardis Consulting Ltd., Pontypridd (UK)
- 17.45 End of the day

FRIDAY – 2 MARCH / 28 SEPTEMBER 2012

- 09.15 **The Procurement Process – The Practice (continued)**
Gareth Jones
- 11.00 Coffee break
- 11.30 **Working Groups: The Procurement Process - Cases**
Gareth Jones
- 12.30 **Reporting from Working Groups**
- 13.30 **Evaluation of the seminar**
- 13.45 Lunch
- 15.00 **End of the seminar**

General Information

Programme

The Basic Introduction will commence on Tuesday 28 February / 25 September 2012 at 09.30.

The Introductory and Practitioners Seminar will commence on Wednesday 29 February / 26 September 2012 at 09.15 and will finish on Friday 2 March / 28 September 2012 at 15.00.

Seminar venue

The seminar will take place in the Green Conference Room (1.45) at the European Institute of Public Administration (EIPA), O.L. Vrouweplein 22, 6211 HE Maastricht (NL), Tel.: +31 43 32 96 222, Fax: +31 43 32 96 296.

Working language

The seminar will be conducted in English.

Fee

€1500 Participation in the seminar (4 days):
28 February - 2 March 2012
25 - 28 September 2012

€1125 Participation in the seminar (3 days):
29 February - 2 March 2012
26 - 28 September 2012

The participation fee includes documentation distributed during the seminar, lunches, one dinner and refreshments. Accommodation and travel costs are at the expense of the participants or their administration.

EIPA offers its members a reduction of 10% of the registration fee. This reduction is available to all civil servants working for one of EIPA's member countries (i.e. AT, BE, BG, CY, CZ, DK, EE, FI, FR, DE, GR, HU, IE, IT, LT, LU, MT, NL, PL, PT, ES, SE, UK) and civil servants working for an EU institution, body or agency. Officials of the EU institutions, bodies or agencies should enquire about applicable arrangements. If you are eligible for a discount, please tick the box in the registration form. Please note that reductions cannot be accumulated. For more information, please visit EIPA's website: <http://seminars.eipa.eu> (FAQ - special discounts).

Hotel reservations

The European Institute of Public Administration will be pleased to make reservations for you at a hotel in Maastricht. We have made a block booking at the following two hotels in Maastricht:

Hotel Derlon www.derlon.nl € 125,00 p.p.p.n.
Hotel Beaumont www.beaumont.nl € 99,99 p.p.p.n.

All mentioned hotel prices are including breakfast and tourist tax. Should you wish to make use of this possibility, please indicate the name of the hotel and the dates of arrival and departure on the registration form. Payment is to be made directly and personally to the hotel on checking out. Please note that if you register after the closing date, hotel reservations cannot be guaranteed.

Meals

The lunches will be served at the Institute's restaurant. The dinner will be at a restaurant in town. Should you require a special menu (e.g. vegetarian, diabetic), please inform the Programme Organiser so that this can be arranged.

Registration

Kindly complete the registration form and return it before the closing date of registration (see registration form) to Ms Dorina Claessens, Programme Organiser, European Institute of Public Administration, P.O. Box 1229, 6201 BE Maastricht (NL), Tel.: +31 43 32 96 337, Fax: +31 43 32 96 296, e-mail: d.claessens@eipa.eu. You can also submit the online registration form which can be found on <http://seminars.eipa.eu>.

Confirmation

Confirmation of registration will be forwarded to participants on receipt of the completed registration form.

Payment

Prior payment is a condition for participation. Please indicate the method of payment on the registration form. In any case, the participant or his/her administration will receive an invoice for the payment of the registration fee. For cancellations received after the closing date of registration we will have to charge an administration fee of €150 unless a replacement participant is found.

Cancellation policy

EIPA reserves the right to cancel the seminar up to two weeks before the starting date. EIPA accepts no responsibility for any costs incurred (travel, hotel, etc.). For EIPA's cancellation policy, please visit our website <http://seminars.eipa.eu> – FAQ – legal notice).



Registration Form

Introductory and Practitioners Seminar: European Public Procurement Rules, Policy and Practice
Maastricht (NL), 28 February-2 March 2012 and 25-28 September 2012

Surname:	Title:	M/F
First name:		
Current position:		
Organisation:		
Department:		
Work address:		
Postal code & town:	Country:	
Tel. no:	Fax no:	
E-mail address:		

28 February - 2 March 2012 – 1230801

Registration deadline: 23 February 2012

28 February - 2 March €1500

29 February - 2 March €1125

25-28 September 2012 – 1230802

Registration deadline: 10 September 2012

25-28 September €1500

26-28 September €1125

Discount (Please check first the conditions at <http://seminars.eipa.eu> – FAQ – special discounts)

Payment – The participation fee includes participation in the seminar, documentation, lunches, one dinner and beverages

Method of payment

Bank transfer

The participants or their administration will receive an invoice for the payment of the registration fee.

Invoice address (if different from the abovementioned address):

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E-mail:

Credit card

American Express Card Eurocard/Mastercard Visa Card

Card no.: Expiry date: /

Name Card holder: (in case this differs from above)

Address Card holder: (in case this differs from above)

Postal code: Country: (in case this differs from above)

Card Validation Code: (the last three digits on the BACK of your card)

(Exempt from VAT by virtue of Article 11, para. 1 (o), subpara. 2 of the Dutch Law on VAT of 1968)

Hotel Reservation

Please reserve hotel accommodation for me at Hotel Beaumont Hotel Derlon

Date of arrival: Date of departure: No. of nights:

No hotel reservation required

Meals

Vegetarian: yes no Fish allowed: yes no Other dietary requirements:

As the number of places is limited, please return the completed registration form before the registration deadline to:

Ms Dorina Claessens, European Institute of Public Administration, O.L. Vrouweplein 22, P.O. Box 1229, NL-6201 BE Maastricht

Tel.: +31 43 32 96 337; Fax: +31 43 32 96 296; E-mail: d.claessens@eipa.eu



Your name and address will be part of EIPA's database for our mailing purpose only.

Please tick if you do not want to be included in our mailing database.