



Personal Injuries Assessment Board

Corporate Procurement Plan

2022-2024
(Version 1.0)

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1.1 Introduction

Public Procurement can be defined as the acquisition, whether under formal contract or not, of works, supplies and services by public bodies. It ranges from the purchase of routine supplies or services to formal tendering and the placing of contracts.

PIAB have detailed best practice procurement policies and procedures in place linked to EU Procurement Directives and National guidelines to ensure that value for money is achieved at all times. These policies and procedures ensure that the best available product or service is sourced within a reasonable timeframe on the most economically advantageous terms, while maintaining the highest standards of compliance, probity, integrity, transparency, and accountability.

This Corporate Procurement Plan is based on key findings from analysis of both past and future procurement-related spend. Early identification of future procurement needs will help in planning how key purchases can be made, supported and delivered on time. This plan aims to address the policy and practical approaches to be adopted by PIAB in carrying out its procurement function.

The Code of Practice for the Governance of State Bodies 2016 states that as part of its requirements “all non-commercial state bodies are to complete a Corporate Procurement Plan”. This plan sets out how PIAB undertakes its procurement functions in compliance with section 8.20 of the code.

8.20 Corporate Procurement Plan
<i>The OGP policy framework requires that all non-commercial State bodies complete a Corporate Procurement Plan. This plan is underpinned by analysis of expenditure on procurement and the procurement and purchasing structures in the organisation. The plan should set practical and strategic aims, objectives for improved procurement outcomes and appropriate measures to achieve these aims should be implemented.</i>
<i>The Chairperson should affirm adherence to the relevant procurement policy and procedures and the development and implementation of the Corporate Procurement Plan in the comprehensive report to the Minister.</i>

1.2. Benefits of completing a Corporate Procurement plan:



There are a number of benefits of producing a Corporate Procurement Plan as listed below:

- Strengthen the link between procurement and PIAB's overall strategic objectives, the CPP should be forward looking.
- Align procurement with Government priorities and secondary objectives, for example, green public procurement, sustainability, innovation, employment of long-term unemployed and the disadvantaged.
- Align procurement with PIAB's Strategic plan and annual business plans.
- Support PIAB's Executive and Board in reporting and compliance.
- Support PIAB's internal and external audit process.
- Demonstrate commitment to public procurement obligations and establishing a good procurement culture.
- Determine future procurement needs and enable more efficient use of resource and value for money.
- Establish action plan and targets leading to improved procurement outcomes and better measurement of these.
- Identify appropriate lead-in times,
- Identify critical contracts and development of PIAB's risk management approach.
- Effective means of reviewing existing procurement strategy, practices, and systems.

- Provide focus for future development and innovation in procurement.
- Provide an opportunity to inform staff how procurement will be developed in PIAB and for staff to contribute to its development
- Help the OGP and other CPB's (Central Purchasing Bodies) to support procurement across the public sector, identify procurement trends and the need for new frameworks, and make enhancements to future iterations of existing frameworks where necessary.

1.3 Purpose and Scope

The purpose of the CPP is to set out PIAB's strategic approach to procurement and identify its procurement priorities over the life of the plan. This provides an opportunity to also consider the incorporation of social, innovative and sustainable considerations into the procurement processes.

The plan should address the following:

- Future procurement needs and identify procurement priorities.
- Outline procurement objectives and how these will be achieved.
- Examine past and future spend on goods and services.
- Identify and address risk.
- Outline the roles and responsibilities of the individuals involved in the procurement of goods and services in PIAB.
- Review existing procurement policies and procedures.
- Identify areas where social, innovative, and sustainable considerations can be incorporated.
- Provide a basis for review and continuous improvement.
- Affirm adherence to EU and national procurement legislation, circulars, and guidelines.

2. Procurement Structure & Governance

2.1 Management & Governance:

In PIAB, the Procurement model is primarily a centrally co-ordinated procurement model in that core procurement activities are performed by the procurement function for budget holders. Under this Plan, it is intended that the centralised function that sits within the Finance Division will provide more centralised support to minimise the resource impact on non-

specialised teams and allow for more efficient and expert led procurement within the organisation.

Procurement will be the responsibility of business units subject to oversight and or service delivery by the Procurement Function. In some instances, in particular for large or complex procurements, the procurement function will manage the procurement with the support of the business unit in terms of business requirements.

The procurement function has three key objectives:

- Obtain best value for money, competitive tendering is the normal procedure.
- Ensure compliance with all procurement regulations i.e., EU, National and in-house.
- Manage contractual risks by utilising robust terms and conditions and active Contract Management.

The Procurement function sits in the Finance Division and supports PIAB in meeting its various procurement obligations and have the necessary suppliers in place to deliver services. They will oversee, support, and manage the procurement cycle by working with managers/budget holders to ensure compliance and value for money in line with PIAB's policies and procedures. This oversight, support and management role encompasses the following:

Governance, Planning and Oversight

- Ensure that all procurement meets EU and national directives, legislation, circulars, and guidance requirements.
- Develop, refine and communicate the PIAB's CPP, for approval by the Finance Director, CEO, in consultation with key purchasing personnel and senior management and for approval by the Audit and Risk Committee of the Board.
- Development, Management and implementation of the Annual procurement plan, policy, procedures and associated documents.
- Maintain a contract register to assist in forward planning and exercising appropriate internal control and arrange for the publication of relevant details where required.
- Liaise with corporate functions regarding procurement governance obligations and risk management.
- Provide updates on advice and guidance issued by the OGP.
- Report to CEO, senior management and the ARC as appropriate on procurement performance and compliance.

Support

- Support to staff on procurement including assistance with identifying appropriate procurement methods; the preparation of Request for tenders (RFT's) and contracts: conducting evaluations: providing feedback etc.
- A Member of the finance and procurement team will participate on evaluation teams for all major contracts.
- Have strong knowledge of public procurement guidelines to support business units when PIAB is required to go to market for services and OGP centralised arrangements are unsuitable or are unavailable.

Communication

- Inform business units of the overarching public procurement policy framework, PIAB's procurement policy and the frameworks available through the OGP.
- Review documentation issued by the OGP and communicate onwards within PIAB.
- All persons involved in procurement should be made aware of changes to procurement guidelines, thresholds, regulations and circulars.
- Be the first point of contact for the OGP and Develop a relationship with the OGP Customer Service Team, support@ogp.gov.ie and avail of various supports from OGP in relation to public procurement.

To ensure appropriate oversight and governance of PIAB's procurement, the following is in place:

- Appropriate prior approval is required for all procurement and purchasing activities in line with policies/level of spend etc.
- Annual expenditure budgets are set by the Chief Executive and approved by the Board.
- Limits per Purchase Order, will apply to the approval of orders on the finance systems and Approval of Purchase Orders or contracts is limited to the cost category for which a Member of staff or the Board has an approval role. The Board delegate authority to the Chief Executive to enter into contracts below a certain value, all other contracts/procurements must come to the Board for approval. This threshold is reviewed annually having regard to expenditure and the operational environment.
- A contract register is in place which is updated on a quarterly basis. The contract register includes those contracts currently in place, including those which are expiring

and therefore require consideration/inclusion on the Annual Procurement Plan (APP).
The contract register will be brought to the ARC for review on an annual basis.

- Quarterly review and reporting on all procurements over €25,000.
- Internal audits
- External audits – (C&AG)
- Statement of Internal Control (SIC) includes section on procurement with requirement to outline/include areas where full compliance not achieved. The SIC requires the Chairperson's signature.
- Audit & Risk Committee – The A&RC will approve the CPP.

2.3 Systems, policies & processes:

PIAB's procurement policy and procedures comprise the following elements;

- Procurement policy: this outlines the principles that govern PIAB's procurement activities.
- Procurement procedures: this provides guidance on tendering processes, threshold levels, use of framework, templates and contracts etc.

Thresholds (see appendix 3 and 4)

The thresholds (exclusive of VAT) which must be applied, and form part of PIAB's Procurement Policies and Procedures, are as follows;

Contract Description	Low Value (min 1 quotation)¹	Intermediate Value (min 3 written quotations)²	High Value (Full Tender Process)
Goods and Services	Up to €5,000	€5,001 to €25,000	€25,000 to EU Limit

Note: All figures are net of VAT

Contracts for supplies and services with an estimated value of €25,000 or more should be advertised on the www.etenders.gov.ie website. In planning the procurement of goods and services, consideration will first be given as to whether the items/services required can be procured through existing OGP central procurement arrangements.

Official Journal Threshold (OJEU): The EU Thresholds are set out below, contracts above these levels must be advertised on OJEU. This is obligatory.

Supplies and Services (applicable from 1 January 2020)		
Contract Notice	€214,000	Threshold applies to Local and Regional Authorities and public bodies outside the Utilities sector.
Contract Notice	€750,000	Threshold applies to light touch regime – social and other specific services listed in Annex XIV of the EU Directive 2014/24/EU

Procurement Planning

It is recognised best practice that procurement should be planned in advance (or at the earliest opportunity), where possible. PIAB recognises that such planning significantly increases the likelihood of securing an outcome more directly suited to requirements, with greater value for money, enhanced levels of compliance and transparency and a timely selection process.

As such, an Annual Procurement Plan (APP) will be developed based on the requirements of the business areas. The business areas will outline key procurement requirements and the required timelines. This information will be captured, monitored and tracked in the APP. In addition, it is now a requirement to publish the award of all contracts over €25,000 on www.etenders.gov.ie. The aggregation of procurement requirements will be considered where there are frequently recurring categories of procurement.

The APP is a dynamic document, monitored and updated on a regular basis as procurements progress and subject to change based on any new/additional requirements which may arise during the year. The APP will be reviewed with the relevant business areas on a regular basis throughout the year. The APP will also be reviewed at senior management meetings. The objective of this review is to highlight any potential issues, agree corrective action to ensure delivery of goods and services in line with business requirements. The Contract register will also be reviewed in tandem with this, to highlight any potential procurements or consideration of any extension to contracts in line with the original procurement.

In addition to the above, updates will be provided to the ARC with the relevant Senior Manager/Procurement Officer providing periodic updates on procurement matters. In addition, the Procurement Officer will report monthly to the Director of Finance on procurement.

Guidance and Documentation

Standard procurement documentation (standard templates, contracts, SLA's etc.) have been developed. These along with current, prior procurements and OGP frameworks are available resources for the relevant staff.

3 Procurement profile:

3.1 Expenditure analysis – Past (2021)

Appendix 1 provides an analysis of PIAB's 2021 expenditure, split between revenue, claim related (i.e. direct services required to complete the assessment of a personal injury claim for example medical reports) and capital expenditure. It also includes spend on OGP framework agreements. Appendix 2 provides an analysis of suppliers during 2021 split between general and claim related suppliers.

In relation to **revenue expenditure** there are a number of high value contracts in place, the most significant being a contract for Business Processing Outsourcing services (Service Centre) which accounted for approximately 40% of the revenue expenditure in 2021. This strategically important service was procured again during 2022. Another high value contract relates to IT managed service provider. This contract is in place until early 2024. The renewal of both contracts will be considered during the term of this Corporate Procurement Plan. Both contracts are managed within the Business Support Services team with regularly governance meetings (quarterly) coupled with weekly/monthly reporting of Key Performance Indicators (KPI's).

In relation to claim related expenditure (direct services required to complete the assessment of a personal injury claim), we purchased services to the value of approximately €5.8m during the period. The number of suppliers paid in the period has reduced to 276 (2021) compared to 448 (2019). A review of this expenditure will be carried out by the relevant Business unit during the life of this plan.

In relation to **capital expenditure** PIAB are investing in a Digital transformation project. This is a significant capital investment with an estimated total cost of approximately €3m. The first phase of this project will encompass the design and implementation of a new claims management system and associated services. In preparation for this Digital Transformation Project, a multi-party framework agreement for Information & Communications Technology

(ICT) services was put in place during 2021. Two mini competitions were subsequently completed from this framework agreement, and it is envisaged that additional IT services will be sourced from this framework over the life of this plan to assist with the implementation of the Digital Transformation project.

We utilised a number of OGP central government frameworks during 2021, eleven in total with a value of approximately €321k, representing 9% of total spend. We were also able to avail of self-serve options for two competitions utilising OGP framework agreements during the period. This self-serve option, facilitated the usage of established OGP frameworks directly by PIAB.

3.2 Expenditure analysis - future 2022 – 2024

During the period 2022 – 2024, a number of important service contracts will be reviewed, and a number of new strategic services will be procured. In relation to existing service contracts, this includes a contract for legal services and as noted above a contract for outsourced business processing services and the IT managed services contract. These supplies and services are critical to the organisations' core business, therefore effective contract management practices throughout the life of the contract are very important. In recognition of this, the development of a formal supplier management process is included as an action in the implementation plan (see section 4).

Another consideration is in relation to the introduction of the Personal Injuries Resolution Board Act (PIRB) 2022. This legislation will enhance PIAB's remit and service offering and provides for the introduction of Mediation services to be provided by PIAB for the first time for the resolution of personal injury claims. This will require consideration in relation to new service requirements and will include a change of name/rebranding exercise and other services required to create awareness of new services (mediation) and changes within the PIRB Act. Other services that will also be required are recruitment services to assist with the formation of a panel of mediators, training and other necessary support services.

During the period 2022-2024, direct services required to complete the assessment of personal injury claims e.g. medical reports (claim related expenditure) will be reviewed by the relevant business unit to ensure continuity of services in line with business requirements.

Also, during this period (2022 – 2024), as noted above, there will be a significant increase in capital expenditure, in relation to PIAB's Digital Transformation Project. The tendering process (E-tenders/OJEU) to select a successful partner was completed during 2022 with the establishment of a Single Party Framework agreement. The first call off contract relating to this agreement is for the provision of a Claims Management Solution and related services. This key project is scheduled to commence in 2023. It is envisaged that further phases/enhancements will be delivered thereafter through this framework agreement. The management of this supplier/contract will be an important consideration over the life of the contract. There will likely be additional associated procurements arising from this capital project during the life of this plan and as noted above a multi-party framework agreement was established in 2021 for ICT services which will be utilised if appropriate.

Green Public Procurement (GPP)

The public sector has a vital role to play in leading Ireland's transition to a sustainable and carbon-neutral economy and society. Public procurement is one of the primary ways in which public bodies will help to shape this transition. In order to support this transition, we have included a number of specific actions that we will take over the life of this plan, see procurement action plan (action 9) below for further information.

4. High level objectives & Action Plan 2022 – 2024

The high-level objectives of this plan are summarised in the diagram below.



In order to achieve the above high level objectives, PIAB have agreed a number of actions to be implemented over the life of the plan as outlined in the procurement action plan

below. This plan sets out practical, time limited measures that PIAB will undertake to improve routine procurement processes, to assist with compliance and the achievement of objectives as outlined above.

Procurement Action plan 2022 – 2024

No	Action	Output/result	Timeframe
1	Review and approval of the CPP by the ARC. Review and Approval of the CPP by the Finance Director/CEO.	Support the implementation of the actions contained in the CPP, which will assist with the achievement of the objectives outlined above.	On completion of CPP On completion of CPP
2	Review of the Annual Procurement Plan and Contract register by the ARC. Review of the contract register internally by senior management team.	Review of annual procurement plan and contracts register, with a view to understanding any potential risks/dependencies associated with same, mitigation actions required etc.	Annually. Quarterly.

3	Preparation of an annual procurement plan and regular review thereafter.	To ensure procurements are identified and planned in a timely manner, ensuring compliance with procurements guidelines and regulations and delivery of services when required.	Annually/quarterly.
4	<p>Identify capacity/skill set required to support delivery of the CPP.</p> <p>Provide training for all PIAB staff who have procurement responsibilities and/or are engaged in the procurement process. Agree a training plan (to include Green Public Procurement)</p>	<p>Ensure the requisite level of skills, capacity, capability, and expertise is available within PIAB.</p> <p>Develop the knowledge and expertise within the business areas and the procurement function.</p> <p>This will assist with timelines, delivery, and compliance.</p>	Qtr. 3/4 2023
5	That a formal supplier management process is in place.	<p>The elements which cover supplier management provide a high level of assurance, at a relatively low cost, that contractual deliverables and relationship objectives are met. They include some of the following:</p> <ul style="list-style-type: none"> • Managing service delivery /performance • Seeking continuous improvements • Managing risks • Managing variations and change control <p>The completion of a Contract Performance Assessment Form prior to the completion of the contract is also proposed.</p>	PIAB will develop and roll out a formal supplier contract management plan during H3 2023.
6	Utilise centralised procurement	Framework agreements in place – can result in	Ongoing, life of plan.

	arrangements i.e., OGP framework agreements where appropriate to do so. The OGP has put in place centralised procurement arrangements for common supplies and services.	<p>efficiencies/reduced timelines.</p> <p>It is PIAB's policy to check if an OGP Framework Agreement exists and is appropriate for requirements prior to the commencement of any tender competition.</p>	
7	Expenditure analysis	<p>Review expenditure to identify non-compliant procurement.</p> <p>Review expenditure to identify requirements that can be amalgamated.</p>	Ongoing life of plan
8	Review the procurement policy and procedures on an annual basis, adapt and update as necessary.	<p>An up-to-date policy that outlines the principles that underpin PIAB's procurement activities.</p> <p>Review of procurement procedures to ensure they reflect current and best practice and ensure optimal efficiency.</p>	Annually
9	<p>Apply appropriate procurement processes, award criteria and weighting to support innovation, social inclusion, economic and environmental sustainability priorities into relevant procurement processes.</p> <p>Incorporate Green Public Procurement principles into our Procurement Policy</p> <p>Include "Green" award criteria in procurement</p>	Promotion of sustainability, environment & social considerations through procurement activities.	<p>Ongoing, life of plan</p> <p>Q3 2023</p>

	(where appropriate) in line with the EPA Green Public Procurement Guidance		Ongoing, life of plan
	Participate in relevant forums to increase knowledge and awareness in this area.		Ongoing, life of plan

5. Measurement of Results

The Procurement Action Plan set out above is over a three-year period. The action plan will be monitored over the life of the plan and a progress report will be prepared by Finance and brought to the Audit & Risk Committee on an annual basis.

This report will include metrics/details such as:

- Number of procurements, contracts, eTenders and queries processed, and methods used i.e., OGP frameworks, etenders/OJEU etc.
- Number of relevant procurements where award criteria included Green Public Procurement criteria
- Number of procurements delivered in a timely manner in line with business requirements.
- Number of procurements versus contracts awarded.
- Number of contracts extended.
- Number of non-compliant procurements.
- Number of services amalgamated.
- Number of procurement training sessions held for relevant staff and summary of items covered.
- Review of Contract register.
- Expenditure analysis.
- Review of procurement policies and procedures.

6. Approval of Corporate Procurement Plan

The CPP will be reviewed and approved by the Director of Finance and the Chief Executive Officer and then brought to the Audit & Risk Committee for final approval.

This plan will be fully reviewed in 2024.

7- Appendices:

Appendix 1 - Expenditure Profile 2021

1 (a) Split of total expenditure:

The total expenditure for PIAB in 2021 financial year amounted to €9,482,629 (excluding salaries/pensions/staff expenses, revenue payments and third-party legal costs), and including capital expenditure which amounted to €90,930.

Revenue Expenditure	€3,573,122
Claim Related Expenditure (direct services required to complete the assessment of a personal injury claim for example the procurement of medical reports)	€5,818,208
Capital Expenditure	€90,930
Total Overall Expenditure	€9,482,260

Revenue expenditure €3.57m - includes Business Processing Outsourcing services (Outsourced Service Centre costs) accounting for €1.4m/c40% of total expenditure. The balance includes Information Technology (IT), rent & service charges, professional fees and other day to day running costs, see table below for more detail.

Summary of Revenue Expenditure		
Expense Category	Expenditure €	% of Total
Outsourced Service Centre	€1,424,161	39.85%
IT Licence Fees & Support	€588,783	16.5%
Rent & Service Charges	€323,576	9.05%
Other Professional Services	€306,583	8.58%
Postal Services	€212,161	5.94%
Legal Services	€155,272	4.35%
Telecommunications	€57,304	1.6%
Other	€505,282	14.14%
Total	€3,573,122	100%

In total 141 suppliers were paid during 2021 relating to revenue and capital expenditure.

Claim related expenditure €5.82m - PIAB arranges independent medicals and other claim related reports in order to fulfil its statutory obligation as provided for in the legislation (PIAB Act 2003 as amended) in assessing a personal injury claim. This includes GP, Orthopaedic, Psychiatric, Diagnostics, and other disciplines. PIAB arranges where necessary, an independent medical examination or other claim related report (i.e. actuarial report) after a respondent has consented to the assessment of a claim. A total of 15,934 invoices were paid to 276 claim related suppliers in 2021

Capital expenditure €91k differs significantly from revenue expenditure in that it is expenditure which results in the creation of an asset beyond the year in which the asset is originally provided such as, computer hardware/software, fixture & fitting and office furniture / equipment. As noted in section 3.2 above there will be a significant increase in capital expenditure in relation to PIAB's Digital Transformation Project, in particular in relation to the project to replace PIAB's Claims Management System during the life of this CPP.

1 (b) Spend on Central Government Contracts

In 2021 PIAB availed of a number of OGP Framework Agreements in the areas of:

- Photocopying Paper
- Office Stationery
- Cleaning Materials
- Internal Auditing Services
- Electricity Provision
- Office Furniture
- IT Consultancy/Audit Advice
- Media Monitoring
- Key Holding Services
- Managed Print Services
- IT Other Services

Total Spend **€320,691**

% of total spend **9%**

In summary, during 2021 PIAB availed of 11 OGP framework agreements. It is anticipated that these figures will increase during the term of this plan as more OGP Framework Agreements are created and utilised by PIAB where appropriate.

Appendix 2 - Supplier Analysis 2021

(a) General Suppliers

Supplier analysis enables PIAB to identify the value of supplies and services by each supplier, the level and type of business conducted with each supplier, and whether synergies can be achieved in co-ordinating the purchasing of similar supplies and services within the PIAB.

In 2021, our analysis shows that a total of 20 general suppliers accounted for spend in excess of €3.33 million (93.2% of total spend of €3.573 million). Our objective in entering into contracts with existing and new suppliers is to maximise purchasing power where possible, it would be anticipated that the high volume and value of business entered in to with primary suppliers, should attract cost reductions and discounts in a competitive market.

There were 151 purchase orders issued in 2021, these are broken down as follows: -

Number of Purchase Orders issued during 2021		
Expenditure Type	Number of Purchase Orders	% of Total
Outsourced Service Centre	15	10%
Postal Services	5	3.33%
IT Licence Fees & Support	33	22%
Other Professional Services	44	29.3%
Advertising & Research	10	6.7%
Office Stationery & Printing	20	13.3%
Miscellaneous	11	7.3%
Training	11	7.3%
Fixed Assets	2	1.33%
Total	151	100%

Note:

Purchase Orders are required for purchases in excess of €1k with the exception of stationery orders.

(b) Claim Related Suppliers

There were in total 276 claim related suppliers paid during 2021 and a total of 15,934 invoices equating to €5,818,208 (as outlined in appendix one above). As stated previously PIAB arranges independent medicals and other claim related reports in order to fulfil its statutory obligation as provided for in the Act (PIAB 2003 Act as amended) in assessing a personal injury claim. Purchase orders are not utilised to requisition the services of a claim related practitioner as the request for services of a practitioner is on a claim-by-claim basis.

A review of this expenditure will be carried out by the relevant Business unit during the life of this plan.

Appendix 3: National Procurement Thresholds

The following procurement thresholds apply for goods and general services. For works and works-related services, the advertising threshold is €50,000, ex. Vat.



Appendix 4 European Thresholds



Oifig um Sholáthar Rialtais
Office of Government Procurement

Thresholds (exclusive of VAT) above which advertising of contracts in The Official Journal of the EU is obligatory, applicable from 1 January 2022ⁱ.

Works	Value	Who it applies to
Contract Notice	€5,382,000	Threshold applies to Government Departments and Offices, Local and Regional Authorities and public bodies
Goods and Services		
Contract Notice	€140,000	Threshold applies to Government Departments and Offices
Contract Notice	€215,000	Threshold applies to Local and Regional Authorities and public bodies outside of the Utilities Sector
Contract Notice	€750,000	All services concerning social and other specific services listed in Annex XIV of the EU Directive 2014/24/EU
Utilities		
Works contracts Prior Indicative Notice	€5, 382,000	For entities in Utilities sector covered by GPA
Goods and Services	€431,000	For entities in Utilities sector covered by GPA

ⁱ Thresholds are revised every two years. Full and up to date thresholds can be checked on the EU public procurement website <https://eur-lex.europa.eu/legal>

Appendix 5 - Procurement legislation and guidance

Included here is a list of relevant procurement legislation and guidance that applies to PIAB.

Name	Source	Description
Directive 2014/24/EU	EU Directive	Current EU directive on public procurement (goods, services and works) implemented in Ireland via S.I. 284/2016
National Public Procurement Policy Framework (November 2019)	OGP	Public Procurement is governed by EU and National Rules. The purpose of this document is to set out the overarching policy framework for public procurement in Ireland.
Public Procurement Guidelines for Goods and Services (January 2020)	OGP	The purpose of these guidelines is to promote best practice and consistency of application of the public procurement rules in relation to the purchase of goods and services.
Code of Practice for the Governance of State Bodies (August 2016)	DPER	Includes the requirement to publish a Corporate Procurement Plan.
Freedom of Information Model Publication Scheme (July 2016)	DPER – FOI Central Policy Unit	Includes the requirement to publish procurement information under FOI Act, 2014.
Circular 20/2019	DPER	Promoting the use of Environmental and Social Considerations in Public Procurement
Circular 02/16	DPER	Arrangements for digital and ICT-related expenditure in the Civil and Public Service

Circular 10/14	DPER	Initiatives to assist SMEs in public procurement.
Circular 16/13	DPER	Revision of arrangements concerning the use of central contracts put in place by the OGP.
Circular 13/13	DPER	The public spending code: expenditure planning, appraisal, and evaluation in the Irish Public Service – standard rules and procedures
Circular 05/13	DOF	Procurement of legal services and managing legal costs
Circular 02/11	DOF	Additional ICT requirements
Circular 01/11	DOF	Model tender and contract documents for Public Service and supplies Contracts

The OGP provide detailed information on all EU and national legislation, guidance, and circulars relevant to procurement in the National Public Procurement Policy Framework.