

CPD CONSTRUCTION PROJECTS SUPPLIER UPDATE: LAUNCH OF CONSTRUCTION OPPORTUNITIES ON eTENDERSNI

The Construction Centres of Procurement Expertise (CoPEs) in Northern Ireland have now made the transition from the eSourcing NI procurement system to advertising opportunities on the new eTendersNI system.

As a supplier (Contractor/Consultant) in the construction sector, how does this change impact on you?

The new eTendersNI system has been designed to help make tendering as easy as possible for suppliers. One of the key improvements offered by the eTendersNI system is the opportunity to save 'routine' procurement information, to your own supplier profiles using '**Supplier Profile Certificates**'.

What are Supplier Profile Certificates, why have we introduced them and how can you find them?

The new eTendersNI system will reduce duplication by storing routine information of your supplier profile. This means that information such as your Insurances and Health and Safety certificates does not need to be re-entered each time you complete a Call for Tender (CfT) submission. The template supplier profile certificates are now available for suppliers to complete in the eTendersNI system.

When you log into eTendersNI the supplier profile certificates can be accessed through the '**EO management**' link on the left hand side of the eTendersNI home screen, and then by selecting '**e-Attestations**'.

Which Supplier Profile Certificates are used for Works and Services Procurement?

Different CoPEs and different procurement competitions will require different Supplier Profile Certificates to be completed. The full list of the supplier profile certificates are contained in the table below and these may be utilised in construction competitions for both Works and Services and for both above and below EU threshold competitions.

Suppliers should now complete the supplier profile certificates that are applicable to them. Each procurement competition will reference the particular supplier profile certificates and version number that will be required. The list of current supplier profile certificates provided below is for general guidance and from time to time this will be subject to change.

Ref	Core Certificate	Version Number
A1	Supplier Identity, Key roles and Contact Information	V0.1
A2	Insurance Information	V0.3
A3a	Public Sector – Mandatory Exclusion Below EU Threshold	V0.1
A4a	Public Sector – Discretionary Exclusion Below EU Threshold	V0.1
A3b	Public Sector – Mandatory Exclusion Above EU Threshold	V0.1
A4b	Public Sector – Discretionary Exclusion Above EU Threshold	V0.1
A5	Equal Opportunity and Diversity Policy and Capability	V0.1

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Ref	Construction Certificate	Version Number
C1	Health and Safety Policy and Capability	V0.1
C1A	Health and Safety – Contractors Only	V0.1
C1B	Health and Safety – Designers Only	V0.3
C1C	Health and Safety – CDM-C Only	V0.2
C2	Environmental Management Policy and Capability	V0.1
Ref	Supplementary Certificate	Version Number
S1	CPD Health Projects Register of Contractors	V0.1
S2	Quality Management Policy and Capability	V0.1

If you are a construction company you should start to complete your profile certificates immediately. Remember it is your responsibility to complete your supplier profile certificates, keep up to date and use the correct version or it may lead to your CfT submission being excluded at the selection stage.

For CPD Construction Division and Health Projects Division

eTendersNI will automatically send email alerts for all published tenders to all firms, provided your firm has saved the relevant procurement categories or CA organisation to your profile. You can do this through the 'EO management' link on the left of the home screen, and then selecting 'Edit CPV codes or under Log in – 'Edit Profile' and in the CAs of Interest box you can add your choice of Contracting Authorities and click on 'save'.

In addition eTendersNI will automatically send email alerts for all published health sector tenders to all firms on the CPD Health Projects Register of Contractors, provided your firm has saved the relevant procurement categories to your profile. You can do this through the 'EO management' link on the left of the home screen, and then selecting 'Edit CPV codes'. All firms on the CPD Health Projects Register of Contractors must include the following CPV code:

Ref	Core Certificate
45215140	Hospital Facilities Construction Work

If you are a construction company on the CPD Health Projects Register of Contractors, you should include this information on your profile immediately.

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Additional information?

Additional information on the eAttestation (Certificates) process is available within the eTendersNI system:-

- In the eTendersNI screen under the title 'Suppliers New to eTendersNI' click the link to download the supplier 'user manual'.
- Look for the title 'User manual for EO end-users' and then click on the attachment "User manual for EO end-users 20150121.pdf" see section on eAttestation (Certificates).
- You can also search for the title 'Filling an eAttestation Certificate' and then click on the attachment 'EPPS0915 – Fill in an eAttestation certificate.pdf' this will provide additional information.

If you have any queries about certificates or this process, contact either

CPD Construction Division by telephone on 028 9081 6555 or email construct.info@dfpni.gov.uk or

CPD Health Projects by telephone on 028 9052 3837 or email
eTendersNI.healthprojects@dfpni.gov.uk