



SIGMA

A joint initiative of the OECD and the EU, principally financed by the EU



Creating Change Together

SIGMA training on public procurement in the health sector

Workshop programme

19 and 20 June, 2014

Hotel Ramada, Podgorica, Republic of Montenegro

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SIGMA training on public procurement in the health sector

Purpose:

The workshop is intended to give simple and practical guidance for improving the quality of health sector procurement in Montenegro in line with good European practice. For this purpose, the workshop will

- help participants better understand and use specifications, life cycle costing, pricing mechanisms and evaluation of most economically advantageous tenders
- provide information and examples of how framework agreements are used for health sector procurement in EU Member States

It is intended to follow up with another workshop that will go into greater detail in some specific health sector procurement fields, like pharmaceutical products and medical equipment.

Organiser:

SIGMA in co-operation with the Public Procurement Authority of Montenegro (PPA)

Participants:

Participants will come from public procurement institutions, contracting authorities, economic operators and other parties with a role in health sector procurement. For capacity reasons, participation is by invitation only, but all interested parties are welcome to request an opportunity to participate.

Time and format:

The workshop will run over two days. The format will be a mixture of presentations and practical group exercises. Participants will go through a number of specific cases tailored to the situation in Montenegro. Training materials will be given to all participants and will become available on the websites of SIGMA and the PPA.

Venue and practical arrangements:

The workshop will be held in Hotel Ramada, Bulevar Save Kovačevića 74, 81000 Podgorica.

Participants will be offered coffee breaks and lunches according to the agenda.

The workshop will be held in English, with simultaneous translation to and from Montenegrin by experienced interpreters. Training materials will be available in both languages.

Experts:

Daniel Ivarsson – Senior Adviser, SIGMA

Mike Fogg – SIGMA Procurement Consultant

Susie Smith – SIGMA Procurement consultant and UK qualified lawyer

SIGMA health sector procurement workshop agenda

Day 1: Thursday 19 June, 2014

09.15 - 09.30 **Registration**

09.30 - 10.45 **Welcome and Introductions**

Specifications in health sector procurement

- What is a specification?
- EU Directive provisions on specifications
- The place of specifications in the procurement cycle
- Specifying services in the health sector
- The purpose of a specification

10.45 – 11.15 **Coffee break**

11.15 - 12.45 **Specifications in health sector procurement (continued)**

- Writing a specification
- The elements of a specification
- The specification template
- Use of industry standards and labels
- Some unusual examples
- Health sector - specific issues

12.45 – 13.45 **Lunch**

13.45 – 14.45 **Life cycle costing in health sector procurement**

- Definitions
- New EU Directives: provisions on life cycle costing
- Life cycle costing in practice
- Supplier pricing policies 1

14.45 - 15.15 **Coffee break**

15.15 - 16.15 **Life cycle costing (continued)**

- Calculating life cycle costing
- Cost drivers
- Cost levers

Health sector procurement workshop agenda (continued)

Day 2: Friday 19 June, 2014

09.15 - 09.30 **Registration**

09.30 – 10.45 **Life cycle costing (continued)**

- Supplier pricing policies 2
- Contract clauses for life cycle costing

Tender evaluation

- Weighting and scoring elements in the specification
- Principles of evaluation

10.45 - 11.15 **Coffee break**

11.15 - 12.30 • Case study on weighting in tender evaluation

12.30 - 13.30 **Lunch**

13.30 - 14.45 **Framework agreements in health sector procurement**

- Framework models
- EU principles
- Advantages and disadvantages
- Examples from EU member states

14.45 - 15.00 **Questions and answers**

15:00 **Closing of workshop**