



## Development of template tender documents in Ireland



Public Procurement Principle: **Access**



Procurement Stage: **Tendering**



Audience: **Procuring entity, Policy maker**

### Description

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The Office of Government Procurement (OGP) in Ireland is responsible for drafting public procurement policies, and for regulating and coordinating the national public procurement system. In addition, the OGP is in charge of the preparation of standardised tender documents, as well as guidance material. The OGP has created a standard suite of template tender documents to drive best practices and to reflect the new EU Procurement Directives which came into force in 2016. The OGP's website offers a repository of knowledge section that provides an extensive amount of template documents and guidance material. There are currently six model documents available and more are planned. These templates cover the tender process and the contract phase of procedures.

To date, this suite of documents has been used across the public service for the procurement of low-to-medium risk goods and services. The popularity of these template documents is primarily due to their ease of use and clarity. These documents provide a further opportunity to help professionalise, streamline and standardise the procurement function among Contracting Authorities in the Irish state.

*Source:* OECD (2018), Public Procurement in Nuevo León, Mexico: Promoting Efficiency through Centralisation and Professionalisation, OECD Public Governance Reviews  
<https://doi.org/10.1787/9789264288225-en>

