

Procurement Procedures at CC-IN2P3

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- CC-IN2P3 is a French government organisation
 - Subject to public procurement contracts code
- Complexity of procedure and associated delays depend on expected amount of the contract
 - < 90 K€: simplified procedure
 - ◆ 2-3 weeks for getting tenders
 - > 150 K€: extended procedure
 - ◆ > 170 K€: subject to control by financial services
 - ◆ > 3 M€: subject to approval by special committee
- Duration and conditions of each contract depends on the object of the contract

Context (cont.)

- 8 contracts have been signed during the last 12 months
 - Maintenance for hardware and software, software licensing, purchasing of cartridges, tape drives, disk arrays, disk servers, ...
- This supposes a lot of work, both for technical and administrative staff
 - A person with technical background and (now) aware of the legal framework appointed in 2004
 - ♦ In charge of coordinating the actors involved in every procurement process
 - ♦ In charge of writing the (technical and very often administrative also) documents
 - ♦ Minimizing the intervention needed by administrative people, to make sure the deadlines are kept and the process is under control
- The procurement process described in this presentation is the result of this experience

Procurement process (1/2)

- Phase I

Writing of technical and administrative documents	4-8 weeks
Publication in the appropriate official journal	3 weeks
Minimum publication time	7 weeks
Opening, technical analysis and classification of replies	5 weeks
Financial control	3 weeks
Notification of the selected bidder	1 week
Total	25-29 weeks

Procurement process (2/2)

- Phase II

Delivery	4 weeks
Initial setup and preparation for testing	1 week
Acceptance tests	2 weeks
Final configuration and starting production	< 4 weeks
Total	11 weeks

Summary

- Total duration of the whole process
 - from decision of purchasing to production: ~36 weeks
 - In some cases, some steps may be slightly shortened, allowing a reduction of ~10% of the total duration of the process
 - Market survey time not included, which is typically ~12 weeks

Questions

