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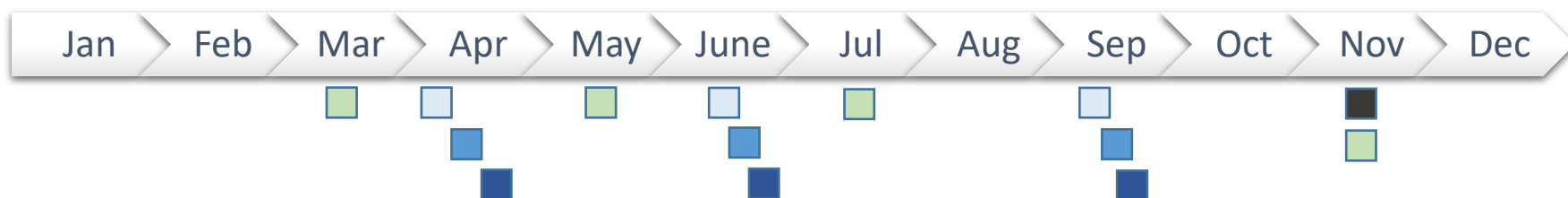
Supplies >200kCHF - Module 1

Procurement Rules, Strategy and Market Survey

<http://procurement.web.cern.ch/>

L.Bellini-Devictor, on behalf of the Procurement Service

Procurement training plan



- Module 1: Procurement Rules, Strategy and Market Survey (2h)
- Module 2: Invitations to Tender and Price Enquiries (2h)
- Module 3: Contract Management and RACI (1h30)
- 1-day service contracts
- Price Enquiries >50kCHF

▶ Check the learning hub



Module 1 layout

Module 1

- Part 1: Procurement Rules
- Part 2: Procurement Strategy
- Part 3: Market Survey
- Part 4: Resources



Training objectives

Learning objectives

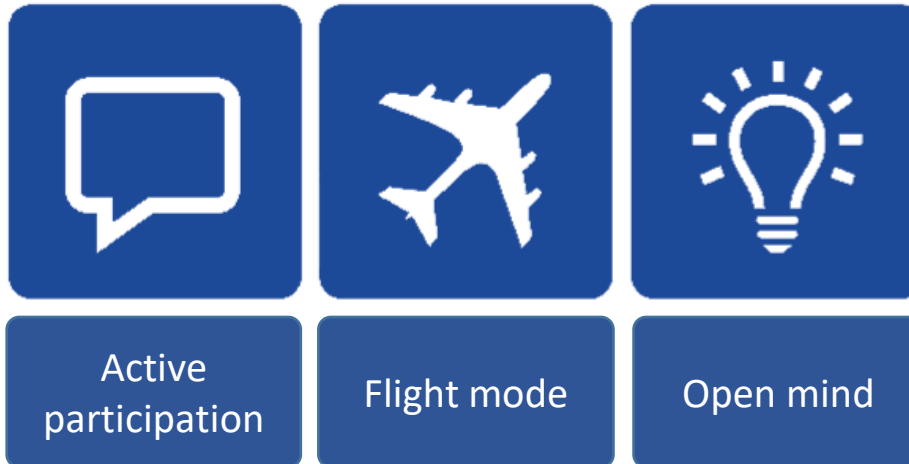
- Gain knowledge on procurement rules and procedures
- Understand the roles and responsibilities of the technical officer
- Develop awareness on key strategic considerations
- Get acquainted with best practices



Outcomes. Each of you will:

- Be able to challenge one's preconception of a procurement strategy
- Be more effective when initiating a tendering process with the Procurement Service

Some housekeeping



Part one:
Procurement Rules

Mission statement and commitment

The Procurement Service (PS) procures all supplies and services for CERN

Meeting the technical, delivery and performance requirements

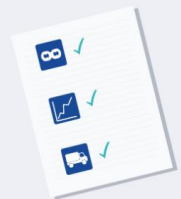
At the lowest possible overall cost

While achieving balanced industrial return for CERN Member States*

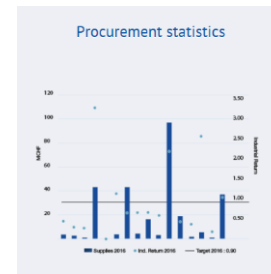
Respecting CERN Procurement Rules

*The above applies for cases where only CERN contributes to the financing. Please contact the Procurement Service for cases where external funding is involved (Eg. for Experiments).

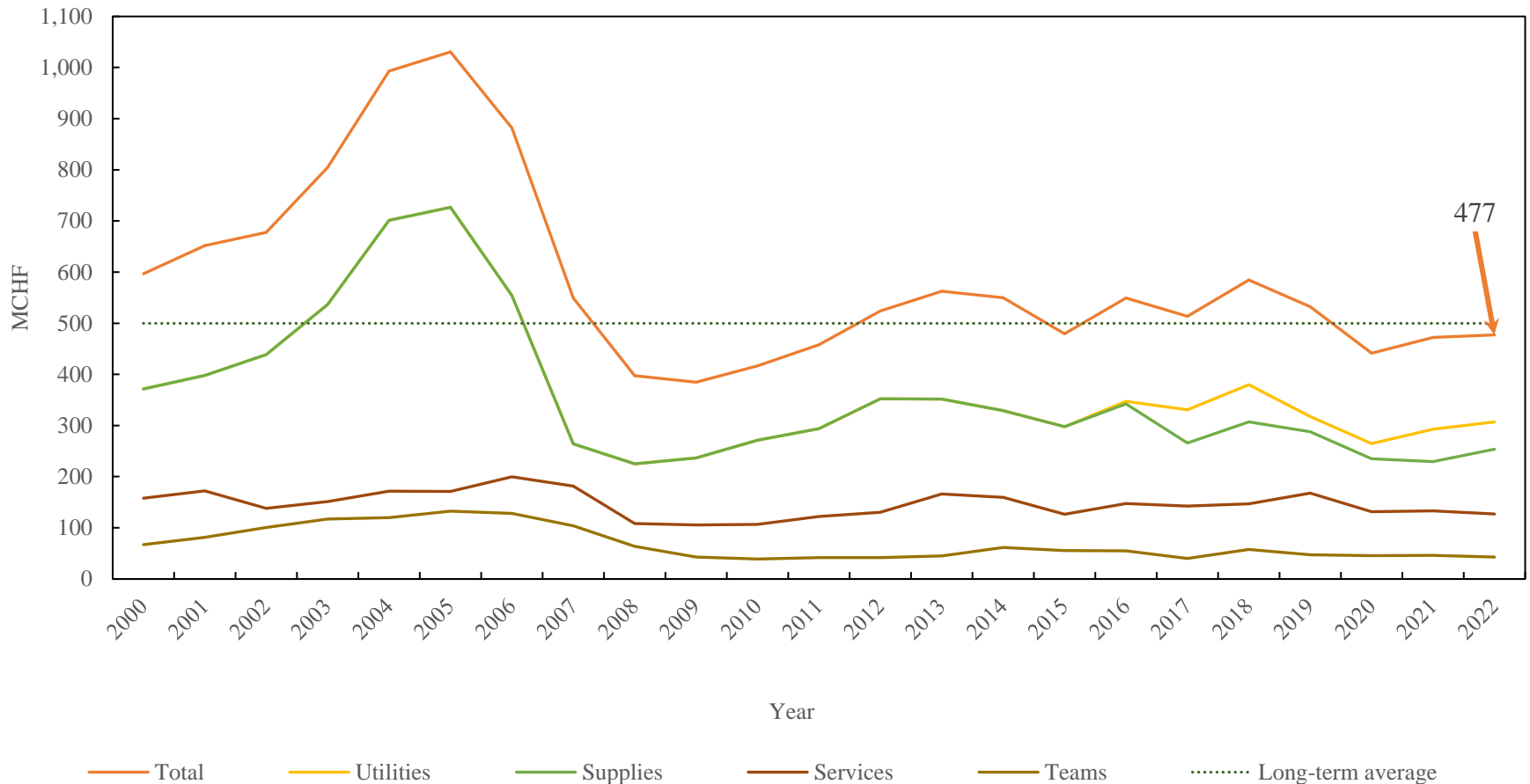
Procurement strategy and policy



Some figures

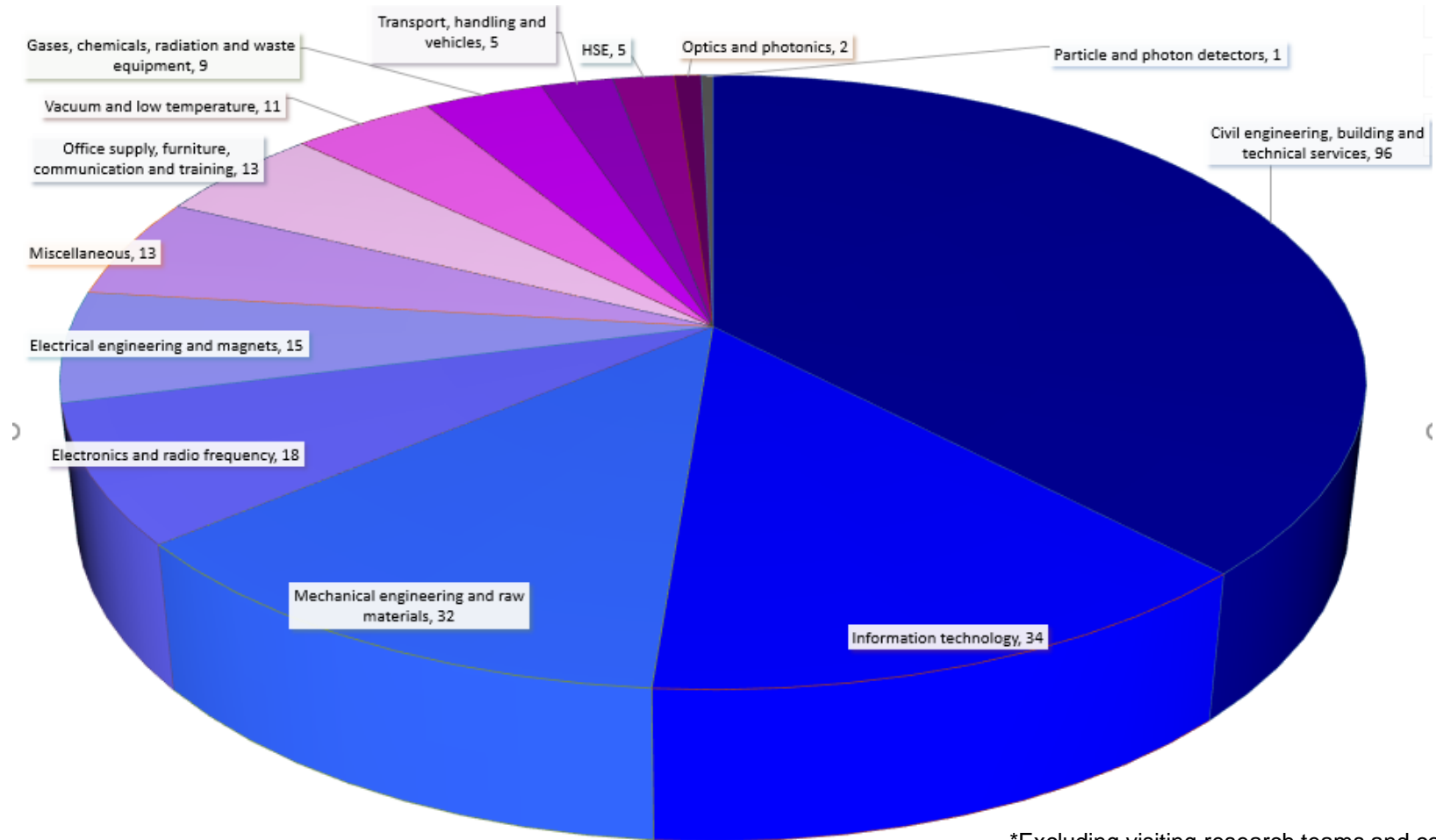
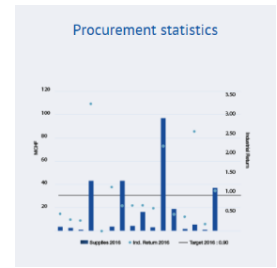


Procurement expenses over time



What we buy (Supplies)

(254MCHF spent in 2022 – CERN budget only*)



*Excluding visiting research teams and collaborations



Importance of industrial return

Yearly Budget (contributions 2022)

Country	Percentage of Total	Amount (CHF)	Country	Percentage of Total	Amount (CHF)
 Germany	20.32%	245 017 700	 Czech Republic	1.10%	13 220 000
 United Kingdom	14.20%	171 219 200	 Portugal	1.09%	13 148 350
 France	13.42%	161 894 900	 Greece	0.99%	11 894 950
 Italy	10.10%	121 766 050	 Hungary	0.71%	8 580 300
 Spain	7.25%	87 403 500	 Slovakia	0.51%	6 151 800
 Netherlands	4.63%	55 847 250	 Turkey*	0.41%	4 961 450
 Switzerland	3.84%	46 281 900	 Bulgaria	0.33%	3 977 800
 Poland	2.88%	34 787 950	 Serbia	0.25%	3 002 950
 Belgium	2.71%	32 668 100	 Pakistan*	0.15%	1 843 950
 Sweden	2.49%	30 045 050	 Slovenia**	0.12%	1 484 800
 Norway	2.21%	26 636 300	 Estonia**	0.11%	1 310 850
 Austria	2.15%	25 937 750	 Cyprus**	0.09%	1 025 350
 Israel	1.95%	23 501 450	 Latvia*	0.09%	1 024 850
 Denmark	1.77%	21 381 600	 Croatia*	0.08%	1 000 000
 India*	1.40%	16 838 200	 Lithuania*	0.08%	1 000 000
 Finland	1.30%	15 708 050	 Ukraine*	0.08%	1 000 000
 Romania	1.20%	14 424 700	Total	100%	1 205 987 050

Poorly balanced Member States (Supplies)

(1st March 2023 – 29 February 2024, based on the previous 4 calendar years)



Well Balanced (≥ 1)	Poorly Balanced ($0.40 \geq x < 1$)	Very Poorly Balanced (< 0.40)
Austria Estonia* France Hungary Italy Lithuania* Switzerland Türkiye	Belgium Croatia* Cyprus* Czech Republic Finland Germany Greece Netherlands Pakistan* Poland Portugal Romania Slovenia* Spain Sweden Ukraine* Latvia* Norway Serbia* United Kingdom	Bulgaria Denmark India* Israel Ukraine*

* Associate Member State or Associate Member State in pre-stage of membership

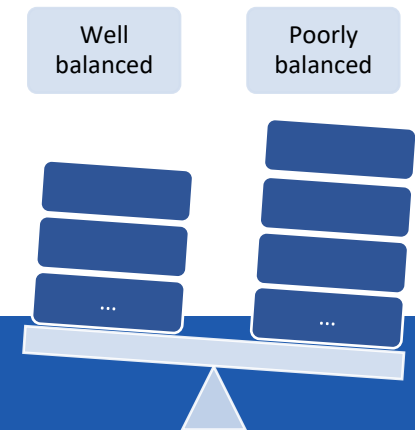
Country of origin

Supplies

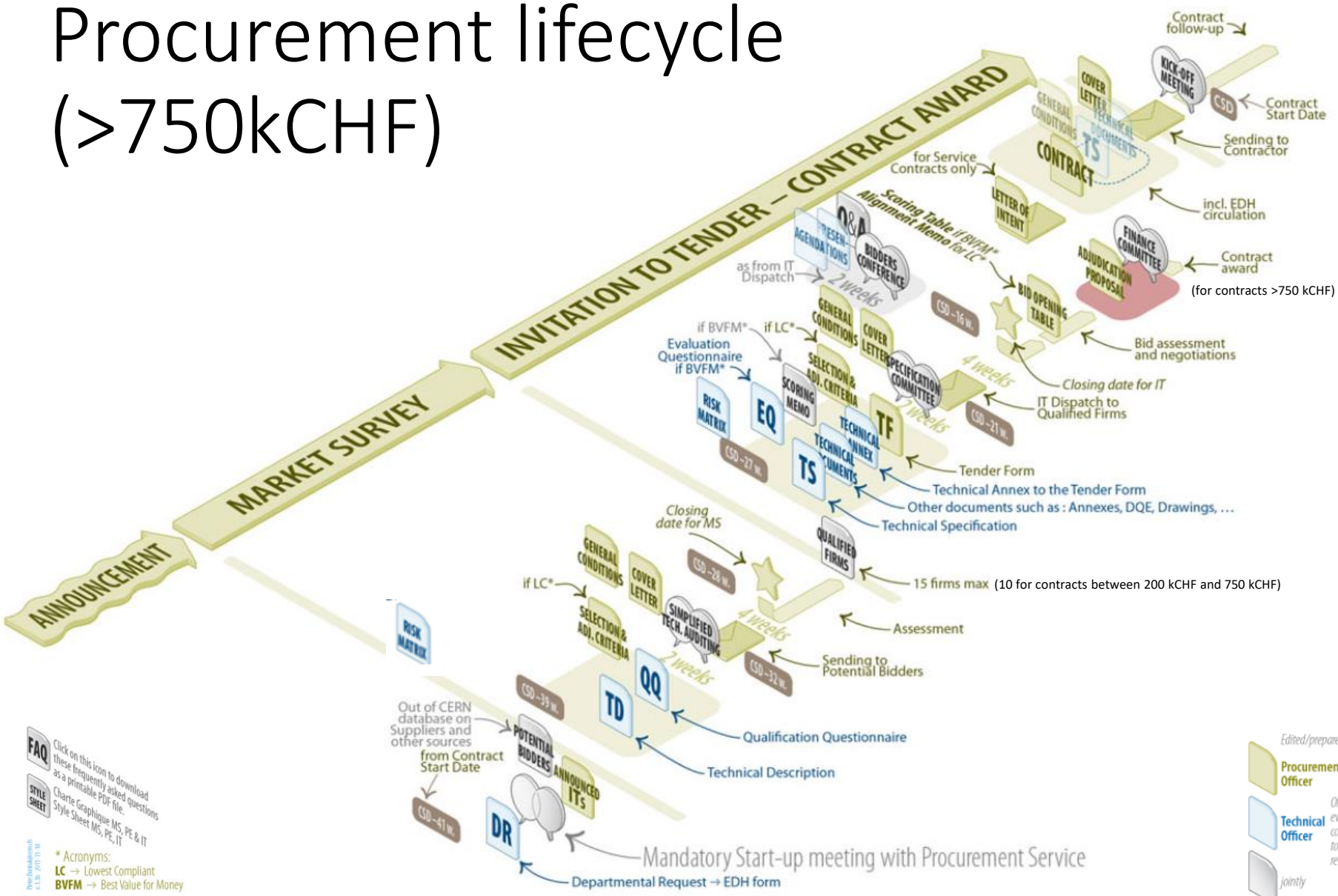
*“Country(ies) where the **supplies** (including their components and sub-assemblies) are manufactured or undergo the last major transformation by the contractor or its sub-contractor”*



If at least **60%** of the total amount of the bid comes from a poorly balanced MS, then the **whole bid** will be treated as that from a bidder in a poorly balanced MS.



Procurement lifecycle (>750kCHF)



FAQ Click on this icon to download these frequently asked questions as a printable PDF file.

STYLE SHEET Chartre Graphique MS, PE & IT Style Sheet MS, PE, IT

* Acronyms:
LC → Lowest Compliant
BVFM → Best Value for Money

Edited/prepared by:
Procurement Officer
Technical Officer

Of course, everyone contributes to their review !!

jointly

Procurement timeline



Beware

- Timelines can be (much) longer, they mostly depend on your capacity to come up with technical documents on time;
- Spec committee review may take time;
- In case of contribution from CERN, CERN's Finance Committee approval may be needed (+ up to 12 weeks).



Limited tendering

« Limited tendering is foreseen by the CERN Procurement Rules to improve the industrial return of very poorly balanced Member States. »

Conditions

- Firms established in very poorly balanced MS;
- There is sufficient competition;
- ILOs can ask to add firms, provided they are established in very poorly MS.



Technical auditing

Purpose

- Review MS and IT documents (incl. price enquiries for R&D)
- Ensure Procurement Rules are complied with

Participants

Simplified technical auditing (MS)

- Technical Officer (TO)
- Procurement Officer
- Head of TO's Dept. or representative
- A representative from HSE Unit
- A technical expert from another dept.
- EN's Spec Committee team (ATS sector only)

Specification Committee (IT)

- Technical Officer (TO)
- Procurement Officer
- Head of TO's Dept. or representative
- Head of Procurement Service or representative
- A representative from HSE Unit
- A technical expert from another dept.
- EN's Spec Committee team (ATS sector only)
- If necessary, another representative (e.g. Legal Service)

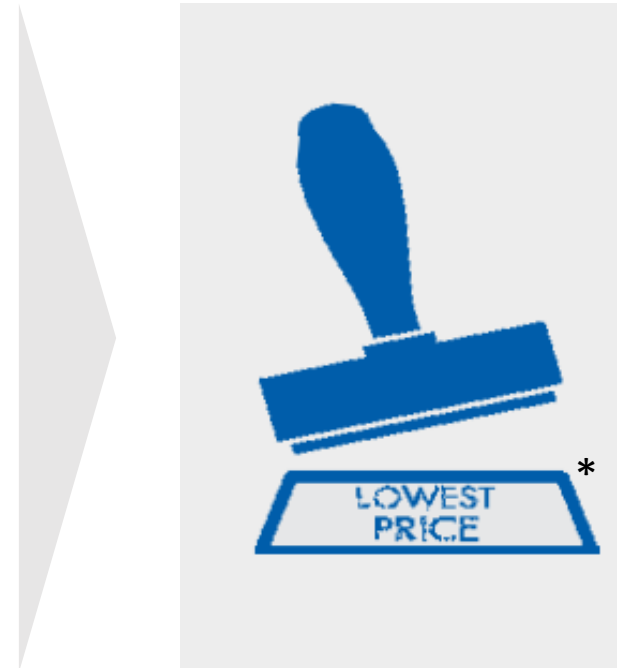
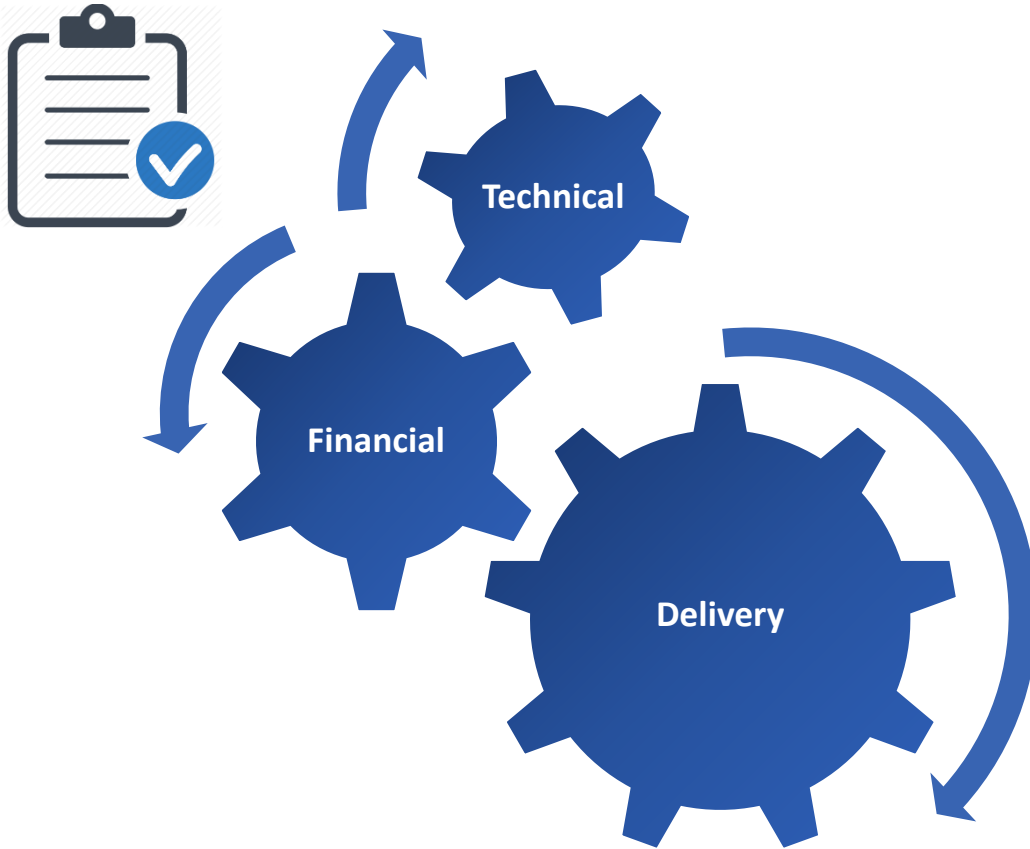
Leadtime

1 week or more

2 weeks or more



Adjudication: lowest compliant bid



*The alignment rule may apply

Confidentiality / communication

Confidentiality

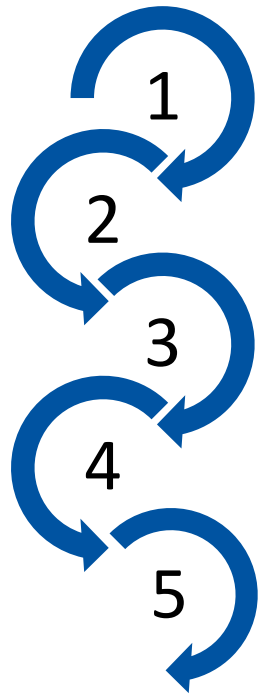
- Keep any information on the procurement procedure strictly confidential (even after contract signing !)

Communication

- Any communication from CERN shall be made by procurement service (including technical clarifications).
- During the tendering process, any communication from bidders shall be directed to the procurement service.

Code of professional ethics

<https://procurement.web.cern.ch/en/code-of-professional-ethics>



Maintain the highest standard of **integrity** in all commercial relationships

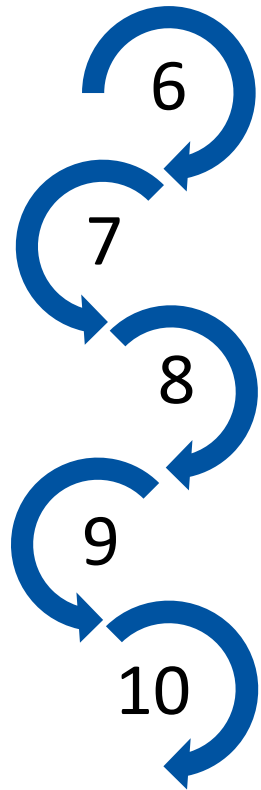
Reject any commercial practice which might reasonably be deemed improper

Optimise the use of resources for the benefit of CERN

Ensure the accuracy of information provided or exchanged

Respect the **confidentiality** of information received

Code of professional ethics



Never use authority or position for personal gain

Avoid conflict of interests or situations that could be perceived as such

Declare to your group leader who should declare to the Head of IPT department* any personal interest that might affect, or be seen by others to affect, impartiality or decision making

Remain **impartial** in all commercial dealings and not be influenced by those with vested interests

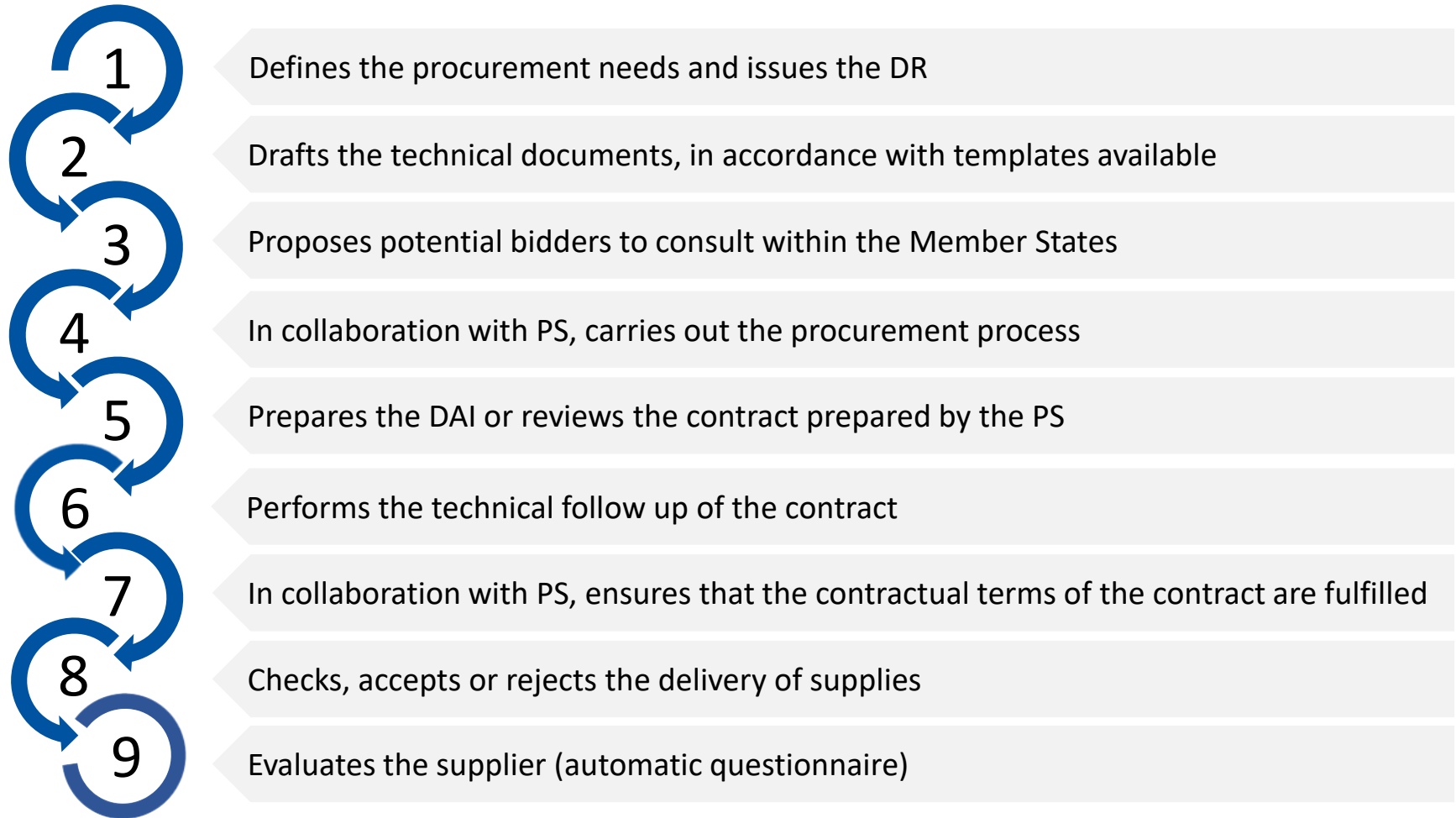
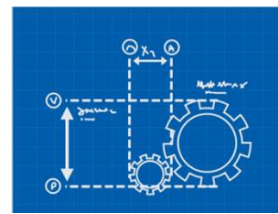
Comply with the [gift policy](#)

* In case the personal interest relates to a procurement procedure, the group leader should declare it to the Head of the PS.

Poll time!



The technical officer (TO)



Questions ?



Part 2: Procurement Strategy

Before we start...

Are you ready?



Make or buy

Who is in the best position to do the job?

Key questions

- Does the technology exist?
- Is the industry mature enough?
- Did we make some prior consultation?
- Time constraints?
- Make at CERN (eg. via existing contracts)?
- ...

The “Buy” check list



Question	Yes	No
Are we able to <u>define requirements</u> ?		
Are the corresponding <u>inputs and outputs</u> clear?		
Is our <u>price estimate</u> consistent?		
Are there <u>vendors</u> to fulfill my needs?		
Is CERN <u>key staff</u> available ?		
Is the <u>management</u> in line with the approach?		
...		

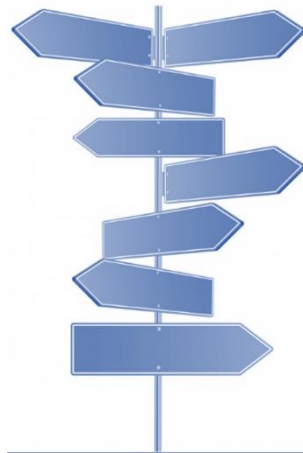
Procurement strategy

Poll time!



Key question

What are the goals and objectives that we want to achieve?



Importance of strategy

“A strategy is a plan of action designed to achieve a specific goal.”

The necessary precondition for formulating strategy is a clear and widespread understanding of the objectives or ends to be obtained.



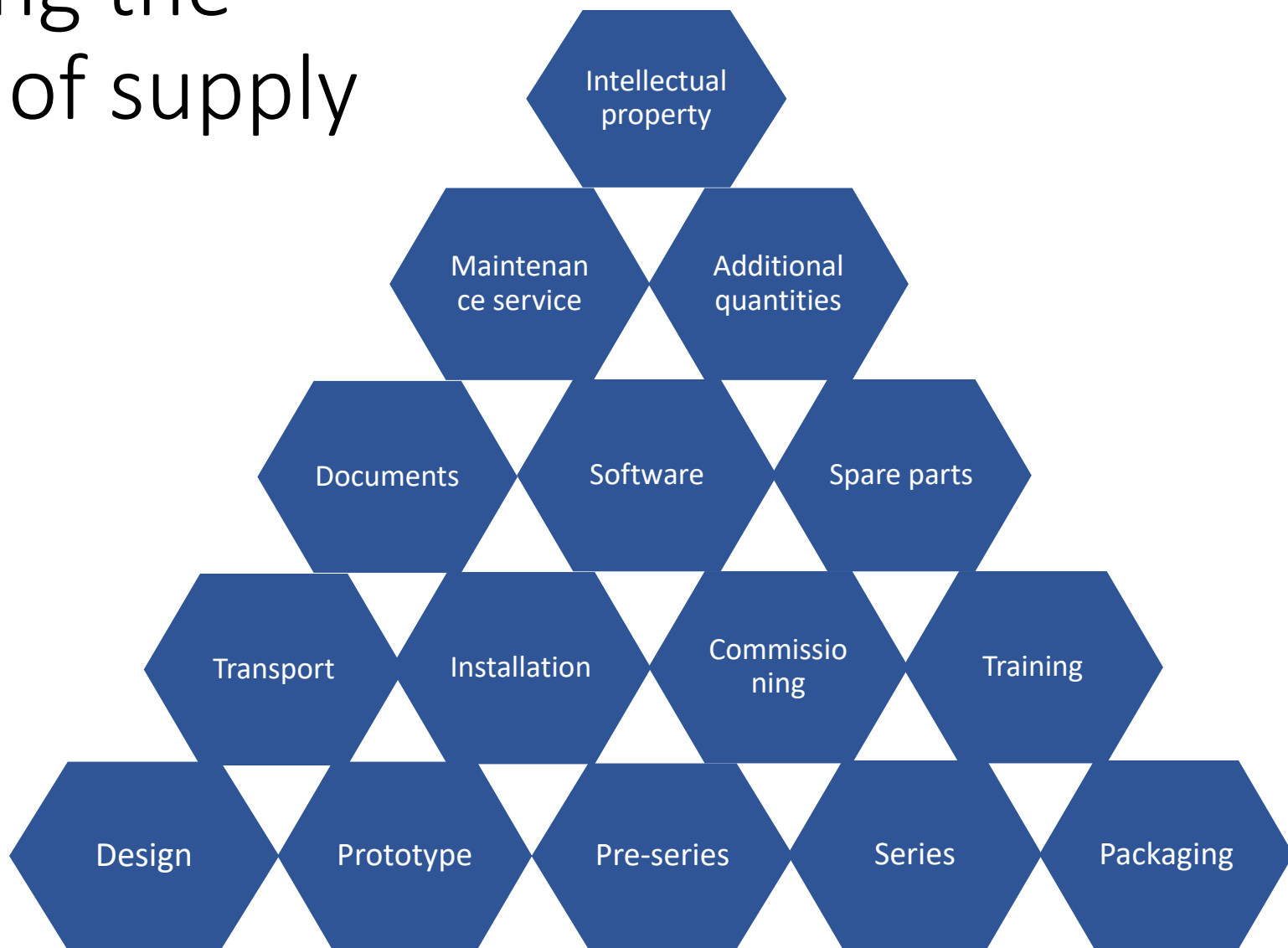
Influencing factors



Brainstorming time!



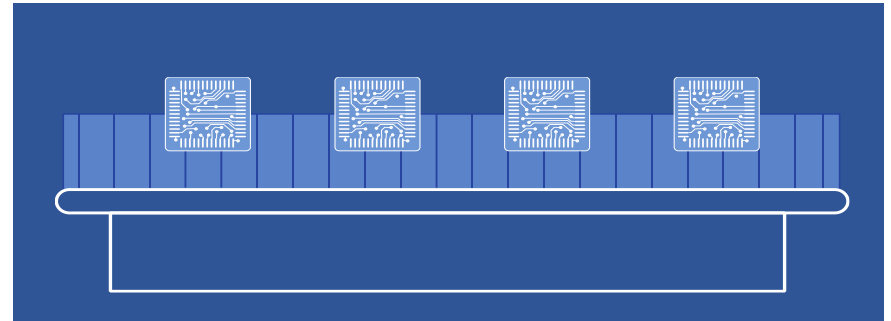
Defining the scope of supply



Defining the specification type

- Off-the shelf or non-standard products which can be produced with existing manufacturing techniques or technologies:

➤ Functional specification



- Non-standard products where industry has neither the required know-how nor the interest to develop and design the products:

➤ Build-to-Print specification



Prototypes and or Pre-series might be required.

Defining the contract type

	Firm commitment contract	Framework contract
Quantities	Fixed	Estimated
Deliveries	Fixed, based on project needs	Fluctuating Based on release orders
Expiry	End of project	Expiry date (or budget ceiling reached)



- Are you the only requestor?
- What about other departments or experiments?

Market Knowledge

Key players and how to maximize competition



**Are we
a big fish in a small pond
or
a small fish in a big pond?**



Group of firms and subcontracting



- The industry knows better how to organise
- Do not put unnecessary restrictions
- Ask yourself: what cannot be subcontracted?
- By default, groups of firms are allowed

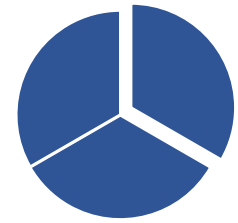
General Conditions of CERN Contracts:

Group of firms: “[...] a consortium, joint venture or any other arrangement concluded between legal entities for the joint execution of the Contract [...] Each member shall be jointly and severally liable for the performance of the Contract.”

Subcontracting: [...] any arrangement whereby the Contractor contracts with another legal entity (the subcontractor) [...] for the delivery of a major part of the Supplies [...]



Splitting



Advantages	Drawbacks
<ul style="list-style-type: none">• Timely supply for big quantities (if a single contractor cannot fulfill the entire need)• Risk mitigation for complex supplies• Better distribution among Member States	<ul style="list-style-type: none">• Increased follow-up• Higher cost• Potential compatibility issues between the two supplies



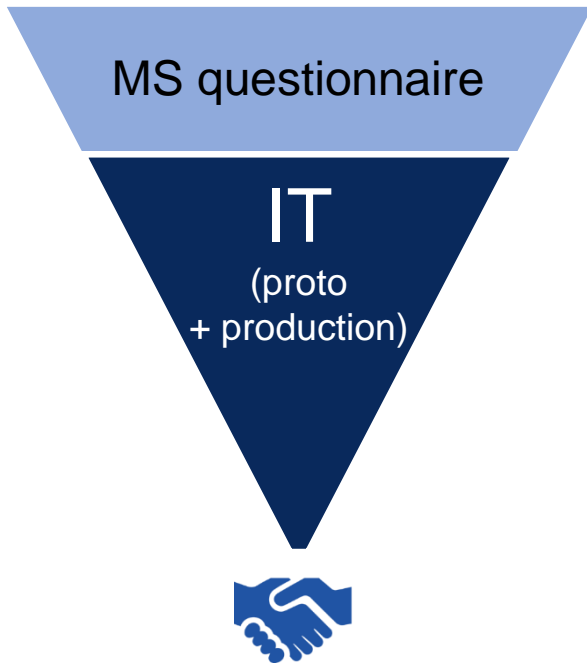
Foresee additional purchase options !

Prototyping: possible scenarios

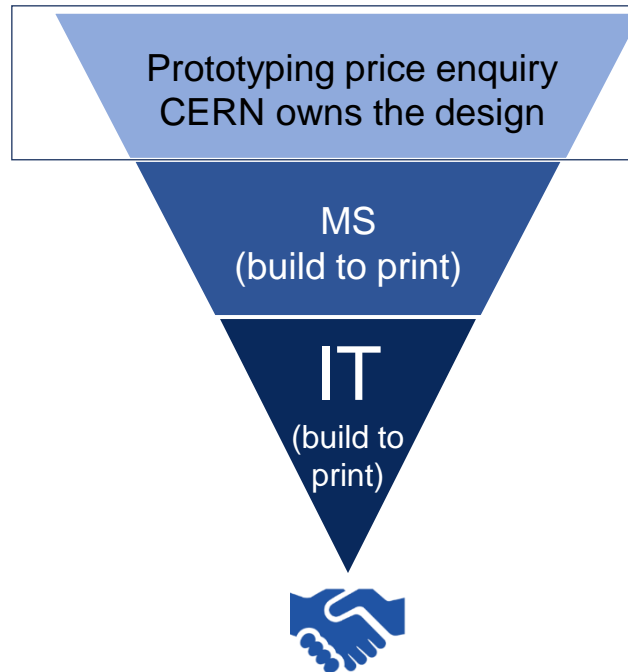
Definitions:

- Prototype unit: product that does not exist yet and for which all later forms are developed.
- Pre-series units: units to validate the industrialization protocol
- Series units: project need

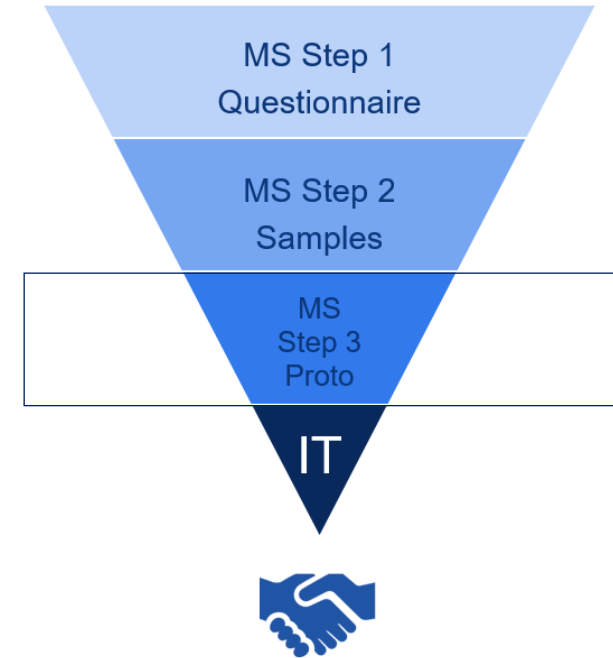
The usual scenario



Possible alternative 1

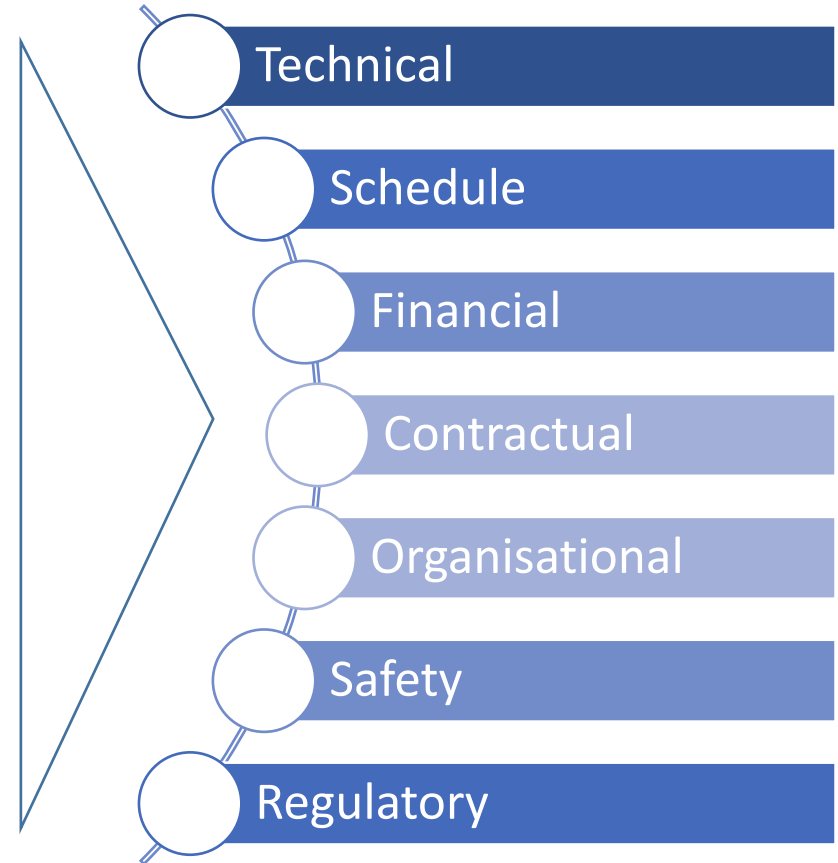


Possible alternative 2



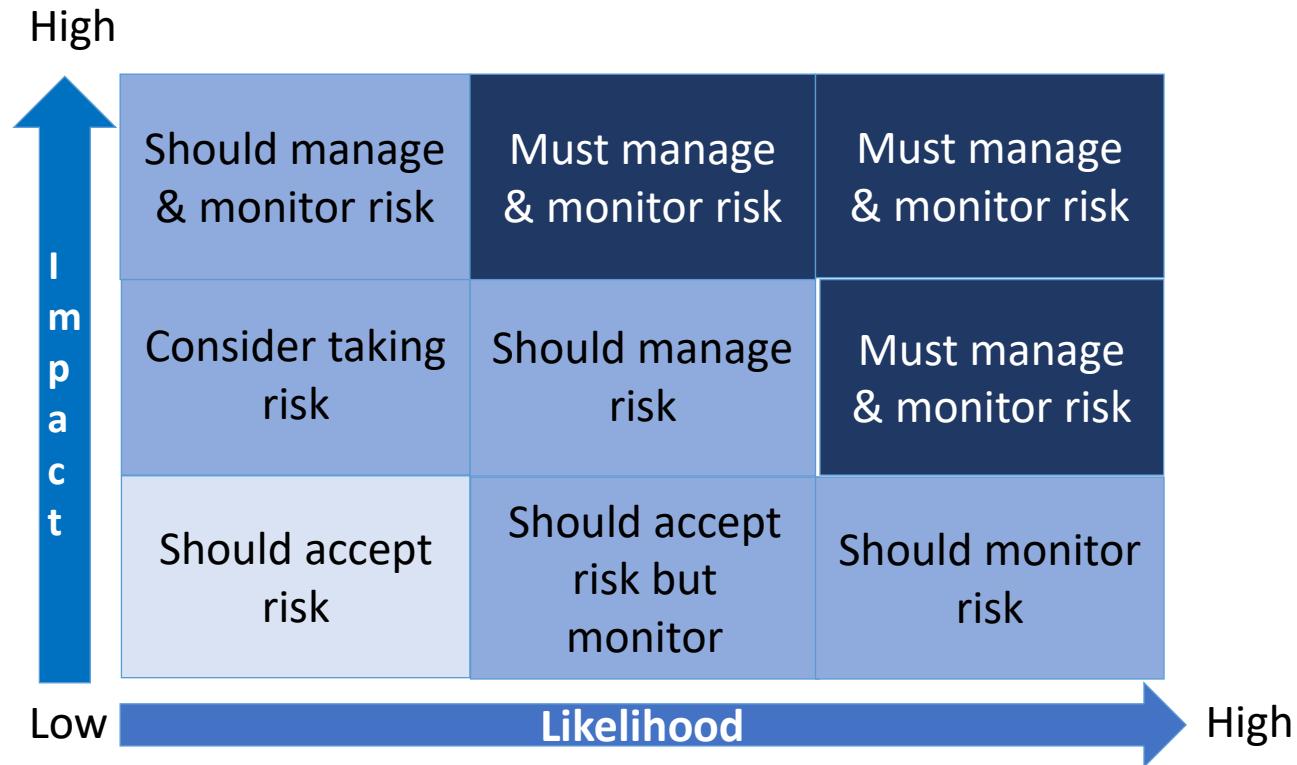
Risks levels and risk types

- **Low risk:** standard / off-the shelf products.
- **Medium risk:** non-standard products which can be produced with existing manufacturing techniques and/or technologies, but industry has no experience.
- **High risk:** new high-tech products requiring a conceptual design phase. The manufacturing methodology has to be developed.



Is CERN in a better position to carry (part of) the risks?

Risks decision matrix



▶ See [templates](#)

Conclusion



Think well ahead of the tendering procedure



Think out of the box when defining the scope



Challenge your preconception of the strategy



Adopt a risk-based approach and mitigate risks in the IT



Ask advice to the procurement service

Questions ?



Other important considerations

Activities at CERN



Key points

- Safety coordination (Prevention Plan, VICs, etc.)
- “Working on the CERN Site” applies
- Registration and accesses: it takes time!
- VAT: separate invoices needed between FR / CH
- Subcontractors registered under the contract
- Activities performed in CH + FR? 4P regime applies!

 [RACI MATRIX WEB PAGE](#)



Civil works



Key question	Impact
Is SCE team aware and ok with the project ?	Construction works have to go through SCE's planification and validation process.
Ground conditions? Is site survey information available?	Ground conditions will greatly influence the price
Who takes care of the design? CERN, a 3rd Party Consultant or the Contractor?	The scope of supply will greatly vary (Design and/or Build)
Do the General Conditions of CERN Contracts provide sufficient protection?	A dedicated contract may be needed for complex works
What are the boundaries and interfaces?	Dependencies and co-activity to be considered
How well can we pre-define the design and required quantities at tender stage?	Helps to select a fixed price or remeasurable payment mechanism
Any potential impact on existing operations or facilities, including sensitive equipment?	A specific insurance may be needed
...	

Software



Usually, CERN does not own the software, it pays for a license of use.

Key points

- Quantity: per user, per server, per site ?
- Time limit: perpetual vs annual subscription?
- Use: research only? KT? Open hardware repository? Other?
- Geographic restrictions: Meyrin, Prevezin or both? Home use? Use in external institutes?
- Maintenance (bug-fixing, upgrades): included?
- Always have an exit strategy and avoid dependency (think of the Microsoft syndrome)



The licence terms are central and dictate the price!


Environment



2016

I believe CERN should become a role model for an environmentally-aware scientific research laboratory.

2021

 **Increasing CERN's visibility through its impact on society**

Maximising CERN's impact on society is a duty of a responsible public research organisation and a crucial, strategic tool to expand CERN's visibility and ensure its long-term future

Environment

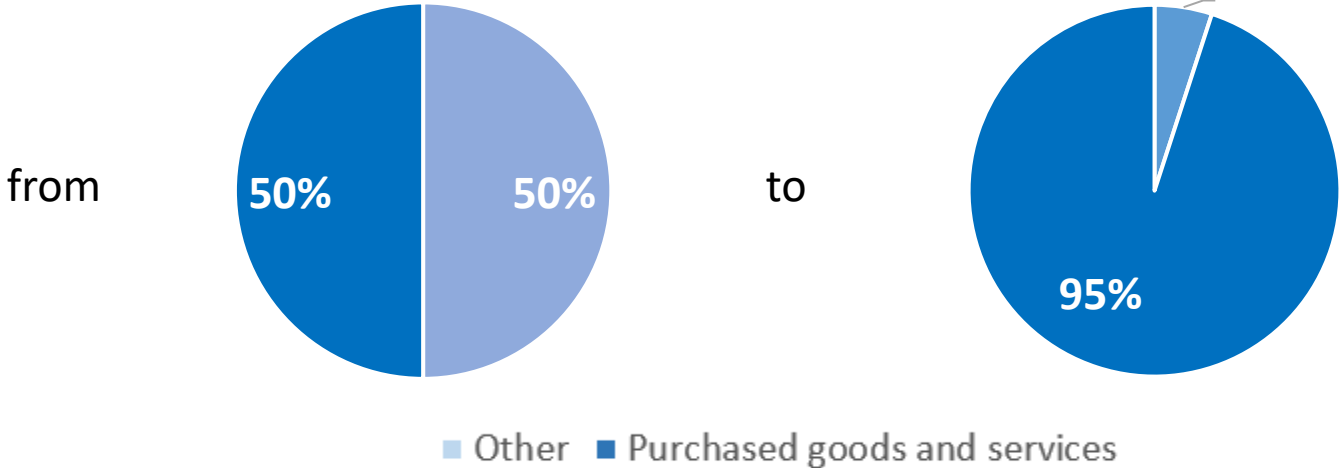
- Environmental and sustainability considerations must be included in all we do *ab initio***
- Meet (ambitious) objectives of first Environment Report (released to the public in 2020)
<https://hse.cern/environment-report-2017-2018>
- Energy savings and re-use (e.g. East Area, LHC Point 8, Computing Centre in Prévessin)
- Explore and pursue CERN's technologies with potential applications to environment



Environment

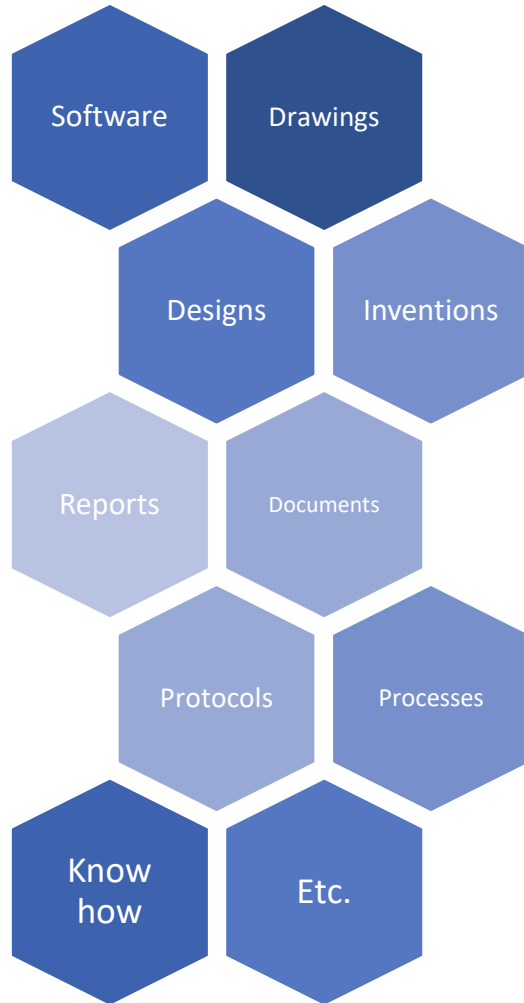
Depending on the sector...

Impact of purchased goods and services on an organization's carbon footprint



At CERN, procurement accounts for more than 90% of CERN indirect emissions.

Intellectual Property (IP)



General Conditions of CERN Contracts:

“[...] Any Intellectual Property generated in the performance of the Contract shall be vested exclusively in CERN [...]”



**Engineering & prototyping orders:
make sure that CERN can use the
IP it pays for !**

Questions ?



Part three: Market Survey

Objectives and key points

Objectives

- Consult the market as widely as possible
- Specify to select: set criteria in accordance with your needs
- Select potential vendors based on their capabilities (not their products!)

Key points

- Follow the plan: the documentation implements and reflects the agreed procurement strategy
- Start with the templates, but adapt them to your strategy

 [Procurement templates](#)

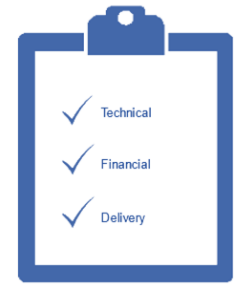


Documents to be produced

Document	Purpose	Prepared by:
Technical Description	<ol style="list-style-type: none"> 1. Light description of the future contract's scope (deliverables, quantities, key technical aspects, timescales) 2. Describes the qualification procedure (e.g. samples, prototyping) 	Technical Officer
Qualification Questionnaire	<ol style="list-style-type: none"> 1. Lists the criteria that the firm must meet (such as technical competence and experience, references, size) to qualify for the IT 2. Completed and returned by firms applying to participate in the future IT 	Technical Officer
Risks matrix	<ol style="list-style-type: none"> 1. Identify potential risks 2. Implement mitigation measures 	Technical Officer
List of firms	<ol style="list-style-type: none"> 1. Identify vendors in all Member States, focusing on poorly balanced Member States 	Technical Officer + Procurement Officer
+ (once bidders have submitted their answers)		
Submissions evaluation matrix	<ol style="list-style-type: none"> 1. Show in one document, for each criterion, the MS results 	Technical Officer
Memo of non-qualified firms	<ol style="list-style-type: none"> 1. Justify why non-selected firms are excluded 	Technical Officer



Type of criteria



Type of criteria

- Administrative situation
- Competence and experience (eg. skills, references)
- Financial (minimum turnover)
- Production capacity (nb of units produced)
- Equipment and facilities (eg. assembly and test machines, clean rooms, etc.)
- Subcontracting restrictions
- Quality assurance (certifications, QA system)
- Sustainability, environment
- Etc.

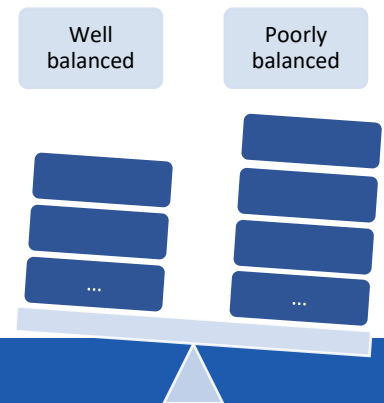


Beware, selected vendors should be 100% compliant

List of firms



- A special effort should be made to source firms from PB MS
- There is no limit in the number of firms to invite



DOs and DON'Ts

DOs

- The qualification criteria must be compatible with the reality of the market (contact potential vendors beforehand, ask colleagues, check on internet)
- Organise preliminary information sessions, contact ILOs
- Select vendors based on their profile, not their product
- Visit vendors, check references
- Ask for samples, if needed

DON'Ts

- Do not set unnecessary criteria
- Do not impose restrictions on subcontracting that are not in line with how industry actually organizes the work
- Do not over specify the technical description. It is not a technical specification!
- Do not rely on CERN's supplier database only

Poll time!



Questions ?



Part four: Resources

Procurement Service resources

Procurement Service resources

- List of firms from previous MS / orders
- Supplier database (per procurement codes, country, etc.)
- Supplier evaluation
- Financial survey
- Blacklisted firms

Suppliers Available

Filter Countries:

Group by Supplier:

Export Options:

CSV

Show entries

Search:

ISO	Supplier Code	Name	Service Provider	Reseller	Manu facturer	URL	Phone	Commercial email	Technical email	Is Sup plier?	Safety Rules
	BELF01	BELFOR (SUISSE) AG	✓				0223449129	ch-dispo-ge@ch.belfor.com	ch-dispo-ge@ch.belfor.com	✓	
	BIC-01	BG INGENIEURS CONSEILS SA	✓				0584242396	marco.mincarelli@bg-21.com	marco.mincarelli@bg-21.com	✓	
	COLI04	COLIN SWISS AG		✓			0315335082	sem@colinwiss.ch	sem@colinwiss.ch	✓	
	IOTA01	IOTA SA	✓				+33630579521	yasemin.cakanlar@iota-group.com	christian.robbe@iota-group.com	X	
	CCUE01	CEA CHEMIE UND ENERGIEARMATUREN GMBH	✓	✓			+496215792870	info@cea-lu.de	info@cea-lu.de	X	
	EUR455	EUROPASCAL GMBH		✓			+496181423090	service@europascal.de	service@europascal.de	✓	
	TEC324	UNITEC D GMBH		✓			+49821247960	supplier@unitecd.com	brignone@unitecd.com	X	
	CRY016	CRYOVAC SL		✓			+34916065463	Asesor@cryovac.com	Asesor@cryovac.com	X	


Procurement website

<http://procurement.web.cern.ch/>


- CERN PERSONNEL**
- › Procurement Guidelines
 - › e-Learning
 - › Best Value For Money (BVM) eLearning
 - › Law applicable to contractors' personnel
 - › Procurement Templates
 - › Code of Professional Ethics
 - › RACI Matrix for Management of Service Contracts
 - › Temporary Job Opportunities
 - › Temporary Labour Procedures
 - › Useful Links



› Procurement Rules and Procedures



› Procurement Templates




› Contract Management


Understanding RACI matrix


Responsible/Owner (R) <small>Who is responsible for the execution of the task?</small>	Approved/Signatory (A) <small>Who has the authority to take decisions? Who signs the document?</small>
Consulted/Support (C) <small>Who can provide expertise or support?</small>	Interested/Planned (I) <small>Who needs to be notified of the progress? How are their work and/or interests affected?</small>

Documents

Supplies	Services
Market Survey	Market Survey
› Price Enquiry and Invitation to Tender	Invitation to Tender
Experiments (Proof of Correctness, Transfer of Risks etc.)	Agenda for the Contract Kick-off meeting









RACI MATRIX FOR TECHNICAL OFFICERS IN CHARGE OF PROCUREMENT PROCEDURES >50kCHF

Objective







The objective of this RACI is to provide guidance to CERN technical officers to ensure standardisation and best practice in procurement procedures. The RACI reflects the implementation of the CERN Procurement Rules and the Code of Professional Ethics as well as best practices. References to the applicable reference documents and useful links are made wherever possible in the RACI.

For the present RACI:

- the Technical Officer comprises the technical responsible identified in the contract as well as any person helping him/her to supervise the performance of the services;
- the "Procurement Officer" means the procurement person in charge of conducting the tendering procedure with the technical officer as well as the Procurement support and administration team.

Understanding RACI matrix

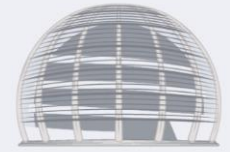
Letter	Definition	Symbol
R	Responsible / Driver: <ul style="list-style-type: none"> • Who is responsible for the execution of the task? 	
A	Approval / Signature: <ul style="list-style-type: none"> • Who has the authority to take decision? • Who signs the document? 	
C	Consulted / Supports: <ul style="list-style-type: none"> • Who can provide expertise or support? 	
I	Informed / Recipient: <ul style="list-style-type: none"> • Who needs to be updated of the progress? • Anyone whose work and/or task depends on this task? 	

[Link](#)

Doing business with CERN

<http://procurement.web.cern.ch/>

Doing business with CERN

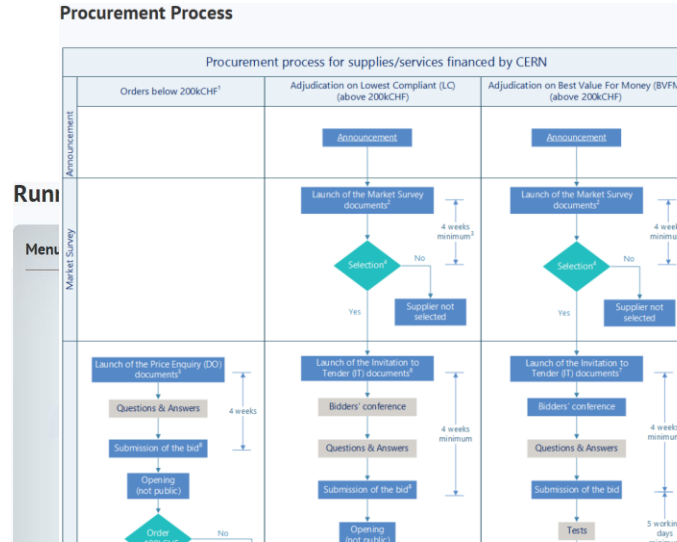


Doing business with CERN

Procurement Process

Running a contract with CERN

Law applicable to contractors' personnel





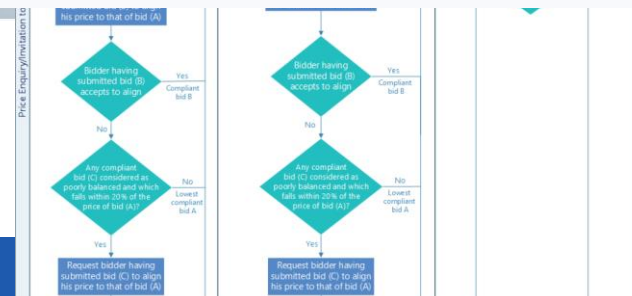
to rearrange them. Click on the titles to navigate.

Intellectual Property

Law applicable to contractors' personnel

As from January 2014, firms entering a new contract with CERN for the provision of services on both the French and Swiss parts of the CERN site, will have to comply with new rules concerning the law applying to the working conditions of their personnel. Information about these new rules concerning applicable law can be found in the documents listed below

- Accord tripartite
- Amendement à la convention franco-suisse de 1965
- Working on the CERN site
- FAQ  





Strategy definition



Early consultations



Contractual correspondence



Advice



Disputes



Negotiations



Any other question....

Who to contact



Contact us!



Questions ?



Thank you

Spare slides:
Procurement Rules
applicable to the Experiments

Applicable Purchasing Rules

- CERN Purchasing Rules and Procedures apply to all contracts placed by CERN for the Collaborations;
- Depending on the CERN involvement (in particular CERN's financial contribution), the extent of application of the rules may differ (origin of the supply, alignment rule, approval thresholds etc.);
- For the Experiments, four cases have been identified in the CERN Procurement Rules: cases A, B, C and D).



Possible cases for Experiments

IN-KIND CONTRIBUTION BY THE INSTITUTE(S)

▷ CASE A

- No CERN budget, Collaborations act independently
- CERN Procurement Rules do not apply, CERN is not involved.
- Negotiations conducted by the institutes participating in the Collaboration.




Possible cases for Experiments

ORDER PLACED BY CERN, NO CONTRIBUTION FROM CERN

▷ **CASE B**

2 options:

- The Collaboration selects the firm and states that applicable laws have been complied with ([proof of correctness](#) document);
- CERN launches the tendering procedure:
 - Firms established in CERN and the Experiment's Member States ;
 - No alignment rule.

 The Collaboration can request that the contract is awarded only under the condition that at least 50% of the tender value originates from the country(ies) providing the funds.

Possible cases for Experiments

ORDER PLACED BY CERN, NO CONTRIBUTION FROM CERN

▶ **CASE B**



Conditions:

- the requesting institute(s) / funding agency must have signed:
 - the MoU* or;
 - a separate [Transfer of Risks and Liability*](#)
- CERN's terms and conditions apply, even when the requesting institute / funding agency has already selected the firm.

*Failing which prior approval from CERN's director of FHR sector must be sought



Proof of correctness



Funding Pledge



Transfer of Risks and Liability



Possible cases for Experiments

ORDER PLACED BY CERN, 1 CERN BUDGET CODE OR
SIGNIFICANT CONTRIBUTION FROM CERN



CASE C

Tendering by CERN in accordance with CERN
Procurement Rules:

- CERN Member States only;
- Alignment rule applies
- ...

Possible cases for Experiments

ORDER PLACED BY CERN, USE OF COLLABORATION TEAM
CODE TO WHICH CERN MAKES A CONTRIBUTION



CASE D

- Tendering by CERN in accordance with CERN Procurement Rules:
 - Firms established in CERN and the Experiment's Member States;
 - No alignment rule;
 - CERN Finance Committee approval required if:
 - Tendering with CERN participation >750kCHF or
 - Single source with CERN participation >200kCHF



Possible cases for Experiments



Beware

- The MoU, the financing and the Experiment's corresponding procurement strategy might not be compatible with CERN Procurement Rules.
- The Procurement Service must be involved at an early stage!



[Procurement Guidelines for Experiments at CERN](#)

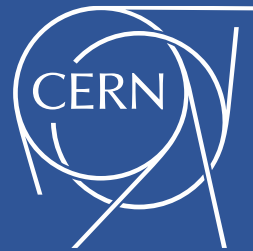


Possible cases for Experiments

	CASE A	CASE B	CASE C	CASE D
DEFINITION - FUNDING	Does not involve CERN's budget and the collaboration intends to make the purchase without CERN involvement. Funding: N/A	Does not involve CERN's budget but CERN is requested to be the contracting party. Funding: <ul style="list-style-type: none"> Team Code(s) (starting with "T") <i>without</i> CERN money; CERN budget code: 23000. 	CERN contributes to the financing. Funding: at least one CERN budget code(s).	Funded by the "Common Fund" established by the collaboration Funding: Collaboration Team Code(s) (starting with «T»), with a contribution from CERN.
APPLICABLE RULES	CERN Procurement rules do not apply CERN is not the contracting party Negotiation conducted by the collaboration	CERN Procurement Rules apply except: <ul style="list-style-type: none"> Country of origin: CERN Member States and countries in which the institutes funding the collaboration are established¹ Alignment rule: Not applicable FC approval: needed for award of contract > 750kCHF following tendering procedure by CERN or single tender > 200kCHF if the collaboration has not provided a transfer of risks and liability. 	CERN Procurement Rules apply	CERN Procurement rules apply except: <ul style="list-style-type: none"> Country of origin: CERN Member States and countries of the collaboration and contributors to the "Common Fund" Alignment rule: Not applicable FC approval: only consider CERN contribution
PROCESS	No action needed from the Procurement service			

► [Procurement Guidelines for Experiments at CERN](#)





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