**EU Workshop on Practical Guide (PRAG)**

**to contract procedures for EU external actions**

**for**

**the Republic Commission for the Protection of Bidders’ Rights**

**in Public Procurement Procedures**

**22 May 2018**

**Belgrade**

**Objective:**

SIGMA has designed a workshop event for the staff of the Republic Commission for the Protection of Bidders’ Rights in Public Procurement Procedures. The aim of the workshop is to introduce the EU procurement rules and procedures which are applicable for award of contracts financed from EU external aid according to the *Practical Giude to contract procedures for EU External Actions* (PRAG).

The workshop will include an overview of the procurement procedures and rules under PRAG. The main topics will be covered through presentation by the SIGMA expert who will also encourage open discussion with the participants on related questions.

**Language:**

The working languages of the workshop are English and Serbian with simultaneous interpretation.

**SIGMA team :**

* **Ms Erika Bozzay, senior policy adviser, SIGMA**
* **Ms. Ivanina Beleva, procurement expert, Bulgaria**

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| **08:45 – 09:00** | **Arrival and registration of participants** |
| **09:00 – 09:10** | **Introduction to the workshop**  *Ms Erika Bozzay, SIGMA* |
| **09:10 – 10:30** | **Introduction to Practical Giude to contract procedures for EU External Actions (PRAG)**   * *General information* * *Who must use PRAG and who doesn’t have to?* * *PRAG, REGULATION (EU, EURATOM) No 966/2012 and Directive 2014/24/EU - how do they go together?*   **PRAG “Manual” - easy to use**   * *Basic rules* * *Standard formats / samples - Annexes*   **Procurement thresholds** |
| **10:30 – 10:45** | **Coffee break** |
| **10:45 – 12:15** | **Main types of procurement procedures - specifics**   * *Award of Service Contracts* * *Award of Supply Contracts* * *Award of Works Contracts* |
| **12:15 – 13:15** | **Lunch break** |
| **13:15 – 14:30** | **Tender Evaluation rules under PRAG**   * *Composition of the Evaluation Committee* * *Tender Evaluation – specific rules for award of service contracts, supply contracts and works contracts*   **Evaluation Report structure and contents – good practices**  **Legal remedies / complaint** |
| **14:30 – 15:00** | **Grants – award procedures and main principles**   * *Procurement vs. grants* * *Main rules / principles applicable* |
| **15:15 – 15:30** | **Conclusion of the workshop**  *Ms Erika Bozzay, SIGMA* |