



eForms in Public Procurement – Overview & Notice of Changes

Who should read this?

This information is intended for public sector buyers – contracting authorities and contracting entities – using eTenders to publish electronic public procurement notices.

Economic Operators (i.e. Suppliers) are not impacted by changes to eForms.

What are eForms?

[eForms](#) are digital standard forms used by public sector buyers to publish notices on Tenders Electronic Daily (TED) — an online portal for public procurement notices from across the EU. Public contracts with an estimated value above certain [EU Thresholds](#) must be advertised on TED.

Public sector buyers in Ireland publish electronic notices for public procurement contracts on TED through eTenders, the national electronic tendering platform. eForms are the web pages on eTenders that enable public sector buyers to create procurement notices.

What is changing and why?

From 25 October, 2023, a new version of eForms is being rolled out on eTenders. The new eForms will include new data entry fields on Green Public Procurement, EU funds, framework agreements and procurements relevant to the Clean Vehicles Directive. Some new fields will be introduced on the first release on 25 October, for others their introduction will be phased. The switch from optional to mandatory for completion of certain fields will also be phased.

There will be some formatting changes and extra data fields along with increased levels of validation of the data entered. The new eForms retain automatic pre-filling of fields where it applies, to assist users in completing the forms.

The introduction of the new version of eForms will mean that new and existing types of public procurement data is captured. It is not a change to the procurement process.

The new version of eForms is being rolled out to facilitate and enable public sector buyers comply with EU Regulations. In 2019 the EU adopted a new Regulation (EU) 2019/1780 ('eForms') which established new versions of eForms for implementation in 2023. The 2019 Regulation was subsequently amended in 2022 (EU) 2022/2303.

eForms are at the core of the digital transformation of public procurement in the EU. Data enables digital transformation and eForms provide a common standard and terminology and have the potential to significantly improve the quality and analysis of data. Over time, eForms can increase the ability of businesses and other organisations to find procurement notices and increase the ability



of governments to make data-driven decisions about public spending, and make public procurement more transparent.

What do you need to do?

When a public sector buyer creates and publishes a contract notice on eTenders for a contract with an estimated value above EU Thresholds, they are already using the current version of eForms. From 25 October 2023, eTenders will automatically provide public sector buyers with the new version of eForms.

There is no change to the overall process to publish a Tender on the eTenders platform. Public sector buyers should be aware of the upcoming changes and consult the guidance to be provided on how to complete any new content.

Public sector buyers are likely to require time to gradually become familiar with the new eForms format, data fields and the increased level of validation, and should allow additional time when planning for the publication of procurement notices.

The OGP will provide Policy and eTenders User Guidance on the GOV.IE website.

For more information

- Comprehensive policy information on eForms, and the national adaptations as provided for in the Regulation is available [here](#) on the GOV.IE website;
- Guidance on using eForms on the eTenders platform is available via the GOV.IE and eTenders website;

EU Implementing Legislation

'eForms' are digital standard forms used by public buyers to publish notices on Tenders Electronic Daily (TED) — an online portal for public procurement notices from across the EU.

These standard forms were established under the European Commission Implementing Regulation (EU 2015/1986). In 2019 the EU adopted a new Regulation (EU) 2019/1780 ('eForms') which establishes new versions of eForms for implementation in 2023. The 2019 Regulation was subsequently amended in 2022 (EU) 2022/2303.