Feature at a Glance

**Support for Using European Single Procurement Document (ESPD)
in Public Sector Events (ET-7)**

Target GA: November, 2022

THE BEST RUN **SAP**

Support for using European Single Procurement Document (ESPD) in public sector events

Description

- In the European Union (EU), public entities use a standardized qualification and selection questionnaire to assess potential suppliers participating in a tender. The ESPD allows to screen and select potential suppliers based on harmonized criteria.

- A digital process flow to support and automate the ESPD creation as part of a tender ensures legal compliance and consistency with the EU public procurement rules. The digitization further strengthens the participants' attendance and reduces the administrative burden to a straightforward ESPD self-declaration. Participants are able to reuse their responses from any other ESPD service.

- The ESPD is now available in SAP Ariba Strategic Sourcing as a system product questionnaire. Users can now add the ESPD questionnaire to events for collecting responses from the participants and don't need to recreate the questionnaire manually. To be even more efficient, participants can export the responses as an XML file and choose to import the file to any other ESPD service. Similarly, participants can import the XML file of a previous response.

Customer benefit

Maximize efficiency during the tender process and adhere to EU standards in public procurement:

- Assess participants based on harmonized criteria

- Automated set up of questionnaires

- Reduced administrative burden for participants and easy submission of ESPD self-declaration allowing XML export and import

User

- Buyer

- Supplier

Enablement model

This feature is ready for immediate use for all customers with the applicable solutions but requires **customer enablement** steps.

Applicable solutions:

SAP Strategic Sourcing Suite

Prerequisites, restrictions, cautions

Prerequisites

- The category attribute hierarchy must be enabled on your site.

- To use this feature in guided sourcing, your site must have guided sourcing enabled and you must be a member of the Category Buyer group.

- eTendering must be enabled for your site.

Cautions

This feature is ready for immediate use for all customers with the applicable solutions but requires customer enablement steps.

Feature details

When creating an event, you can now select the ESPD questionnaire and add it to the event. The content is automatically provided based on a new product questionnaire that contains the ESPD questions. The product questionnaire is not editable to make sure that the standard questionnaire remains untouched. Administrators can duplicate the questionnaire and customize it to make it available for use in a tender.

Participants can import an XML file from an ESPD service when responding to a tender.

A standard questionnaire can be added to the tender.

User story

- The ESPD questionnaire as a standard questionnaire available to be added to a sourcing event allows you to comply with the requirement to provide a harmonized supplier questionnaire and meet the EU regulations for public tendering.

- The ESPD questionnaire increases the efficiency not only of public entity tendering processes but also of suppliers. It simplifies the response process by allowing participants to export and import an XML file of their responses.

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