



European Committee for Standardization
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CEN/ISSS WS/BII14

Prior Information Notice

PROFILE DESCRIPTION

Business Domain: Pre award procurement

Business Process: Tendering

Document Identification: CEN/ISSS WS/Profile BII14

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Document Summary

This profile describes a process where a Contracting Authority sends a Prior Information Notice, which relates to an intended Call for Tender, to a Publication Body that publishes it. The profile is intended for communication to the Official Journal of the European Union OJEU, in case of Call for Tenders that are above the threshold requiring publication in the EU area, as well as for communication to national or regional Publication Bodies.

The profile supports the Prior Information Notice process specifically and can be used in relation with any tendering procedure that requires its publication, including open procedure, restricted procedure, negotiated procedure and competitive dialogue.

The profile enables the Contracting Authority to submit, in a structured electronic format, a Prior Information Notice to the relevant Publication Body. The relevant Publication Body can send a response that notifies the Contracting Authority whether the content of the message meets criteria for publication, or not.

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1 Preamble

The CEN/ISSS Workshop on business interoperability interfaces for public procurement in Europe (CEN/ISSS WS/BII) was established in order to

- Identify and document the required business interoperability interfaces related to pan-European electronic transactions in public procurement expressed as a set of technical specifications, developed by taking due account of current and emerging UN/CEFACT standards in order to ensure global interoperability;
- Co-ordinate and provide support to pilot projects implementing the technical specifications in order to remove technical barriers preventing interoperability.

To facilitate implementation of electronic commerce in a standardized way, thereby enabling the development of standardized software solutions as well as efficient connections between business partners without case by case specification of the data interchange, the workshop agreed to document the required business interoperability interfaces as profile descriptions. The end goal is to reduce the cost of implementing electronic commerce to a level that is economical for small and medium size companies and institutions.

1.1 Profile description

A profile description is a technical specification describing

- the choreography of the business process(es) covered, i.e. a detailed description of the way the business partners collaborate to play their respective roles and share responsibilities to achieve mutually agreed goals with the support of their respective information systems,
- the electronic business transactions exchanged as part of the business process and the sequence in which these transactions are exchanged,
- the business rules governing the execution of that business process(es), its business collaborations and business transactions, as well as any constraints on information elements used in the transaction data models
- the information content of the electronic business transactions exchanged by pointing to a given data model for each of the business transactions.

As well as determining what business transactions are used, the profile restricts their content in terms of elements and the cardinality of elements. The key standardization aspect of the profile description is thus on the organisational and semantics interoperability levels rather than on syntax within the technical interoperability level. Consequently the business transactions within a profile can be structured based on different message standards/syntax as long it contains all the necessary data elements.

Although the profile descriptions and transaction data models provided by CEN BII will be neutral of syntax, the workshop has agreed to provide specifications of how its data models may be mapped to defined syntaxes. This is done in order provide the market with implementable specifications.

It should be noted that the profile description does not attempt to address issues related to topics such as:

- the actual transmission of the electronic messages,
- security and confidentiality of the message exchange,
- integrity, authentication and auditing of information content or
- the process of implementing a solution based on the profile description.

These issues have however been addressed by other deliverables of the CEN/ISSS WS/BII (see section 2 for reference to relevant documents).

The main focus of the profile description and the associated transaction data models is to address generally expressed business requirements applicable throughout the European market. Although the profile description and associated transaction data model are designed to meet generally expressed requirements, it is still the responsibility of the users to ensure that the actual business transactions exchanges meets all the legal, fiscal and commercial requirements relevant to their business.

2 References

External documents

- UN/CEFACT Modelling Methodology (available at <http://www.untmg.org/specifications/>)
- UMM Meta Model – Foundation Module Version 1.0, Technical Specification, 2006-10-06
- UMM Meta Model – Base Module Version 1.0, Technical Specification, 2006-10-06
- UML (Unified Modelling Language), version 2.0
- UN/CEFACT ebXML Core Components Technical Specifications version 2.01 – ISO 15000-5
- UN/CEFACT Business Requirements Specification version 1.5 (CEFACT/ICG/005)

Related publications from CEN/ISSS WS/BII:

- CWA xxxx-1: Profile Overview
- CWA xxxx-1, annex A: Glossary of terms
- CWA xxxx-1, annex B: Profile Architecture
- CWA xxxx-1, annex C: Controlled Vocabulary Approach
- CWA xxxx-2: UBL-UN/CEFACT convergence (WG2)
- CWA xxxx-3: Toolbox Requirements (WG3)
- CWA xxxx-4: Pilot Support (WG4)

3 Business benefits and requirements

3.1 Business benefits

The main business benefits to be gained by implementation of this profile are:

Aspect	Beneficiary	Benefit
Process automation	Contracting Authority	Systematic notification process.
Automated publication	Publisher	Electronic deliver of notices enables the Journal to automatically process the content and transfer the information into publication.
Reliability	Contracting Authority	The Contracting Authority can track whether the relevant notice has been formally accepted for publication and thus ensure that requirement have been met before proceeding with the Call for Tender.

3.2 Business requirements

1. The Contracting Authority sends an electronic Prior Information Notice to the Publisher of the relevant journal.
2. The Publisher processes the messages and decides whether it meets requirements for publication and notifies the Contracting Authority by using an electronic response.
3. The Publisher sends a response to the Contracting Authority confirming or rejecting the notice for publication.
4. In the case when the Publisher notifies the Contracting Authority that the message does not meet criteria for publication the Contracting Authority resends the document with corrected information.

4 Profile detailed description

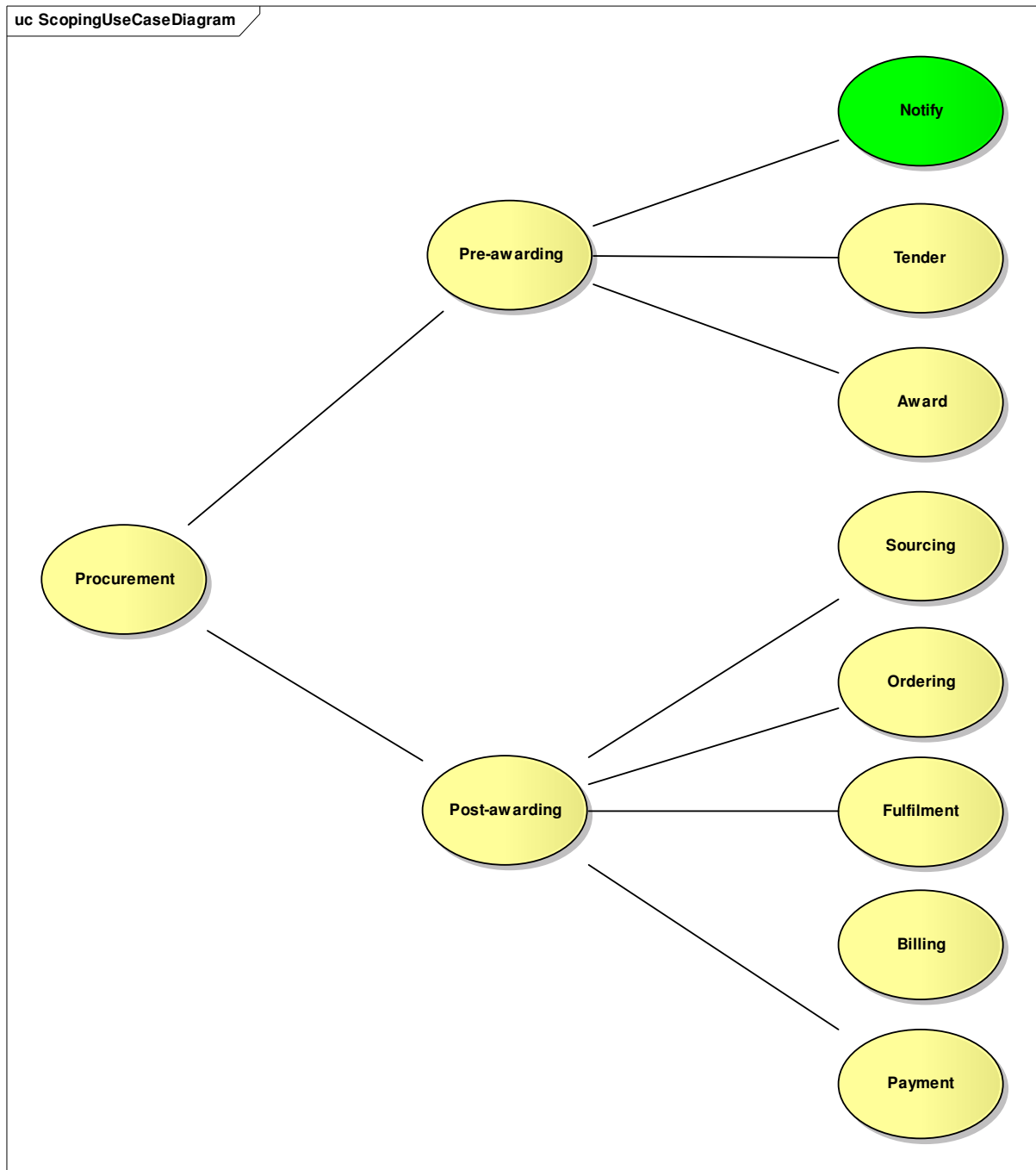
4.1 Context

The specification contained in this document is relevant within the following context:

Categories	Description and Values
Business Process	Tendering
Product Classification	All types of goods, services and works.
Industry Classification	Purchasing Authorities
Geopolitical	EU, EEA, EFTA countries
Official Constraint	EU directives 2004/18/EC and 2004/17/EC, national laws and regulations.
Business Process Role	Prior information notice to a relevant Journal.
Supporting Role	Publication.
System Capabilities	Not applicable.

4.2 Business processes in scope

Procurement is a complex domain with several key processes, some of which are illustrated in the following figure.



The Prior Information Notice covers the business processes highlighted in the above figure.

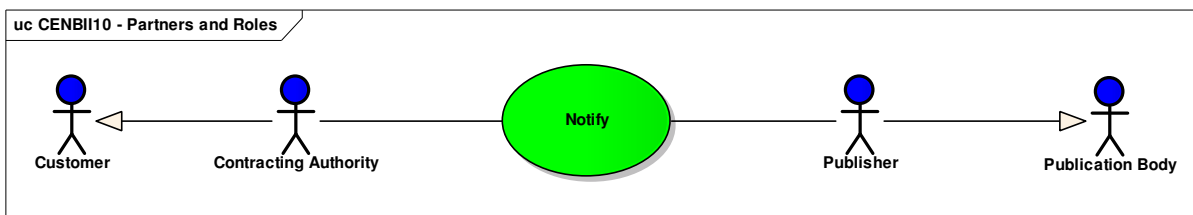
4.3 Partners and authorized roles

The following business partners participate in this profile, acting in the roles as defined below.

Business partner	Description
Customer	The customer is the legal person or organization who is in demand of a product or service. Examples of customer roles: buyer, consignee, debtor, contracting authority.

Publication body	A Pan-European, national or regional publication that publishes Tenders.
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Role	Description
Contracting authority	<p>'Contracting authorities' means the State, regional or local authorities, bodies governed by public law, associations formed by one or several of such authorities or one or several of such bodies governed by public law.</p> <p>A 'body governed by public law' means any body:</p> <p>(a) established for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character;</p> <p>(b) having legal personality; and</p> <p>(c) financed, for the most part, by the State, regional or local authorities, or other bodies governed by public law; or subject to management supervision by those bodies; or having an administrative, managerial or supervisory board, more than half of whose members are appointed by the State, regional or local authorities, or by other bodies governed by public law.</p> <p>This term has a narrower scope than the term "Customer" and is in BII treated as a customer role.</p>
Publisher	A person or entity engaged in the production and issuance of information for public access.

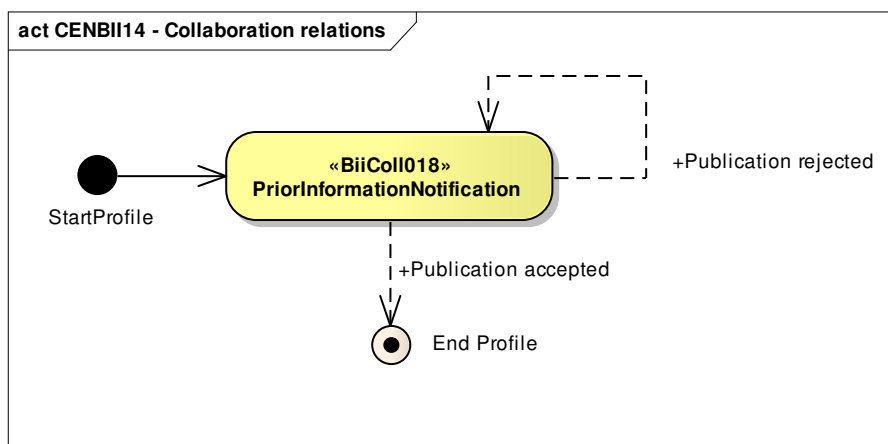


4.4 Choreography of business collaborations

Each business process in scope contains within itself one or more business collaborations:

Business Process	Business Collaboration(s)	Collaboration ID
Notify	PriorInformationNotification	BiiColl018

The following diagram shows the relationships (i.e. links) between the collaborations of each business process implemented by the profile. The choreography of business collaborations defines the sequence of interactions when the profile is run within its context. Each sequence of interactions can be understood as a run-time scenario.



Description	The Contracting authority sends a Prior Information Notice to the Publisher. The Publisher may reject publishing the notice because of insufficient or wrong information in which case the Contracting authority corrects it by sending a new notice.
Pre-conditions	The Contracting Authority has intends to tender for specific goods, services or works.
Post-conditions	The Contracting Authority has properly published the notification.
Scenarios	This profile contains no scenarios.
Remarks	None specified.

4.4.1 Profile business rules

4.4.1.1 Process rules

1. This process may be aborted by the Contracting Authority at any point. Such a case is notified to the Publisher of the relevant publication with an external message.

4.4.1.2 Information constraints

- None identified.

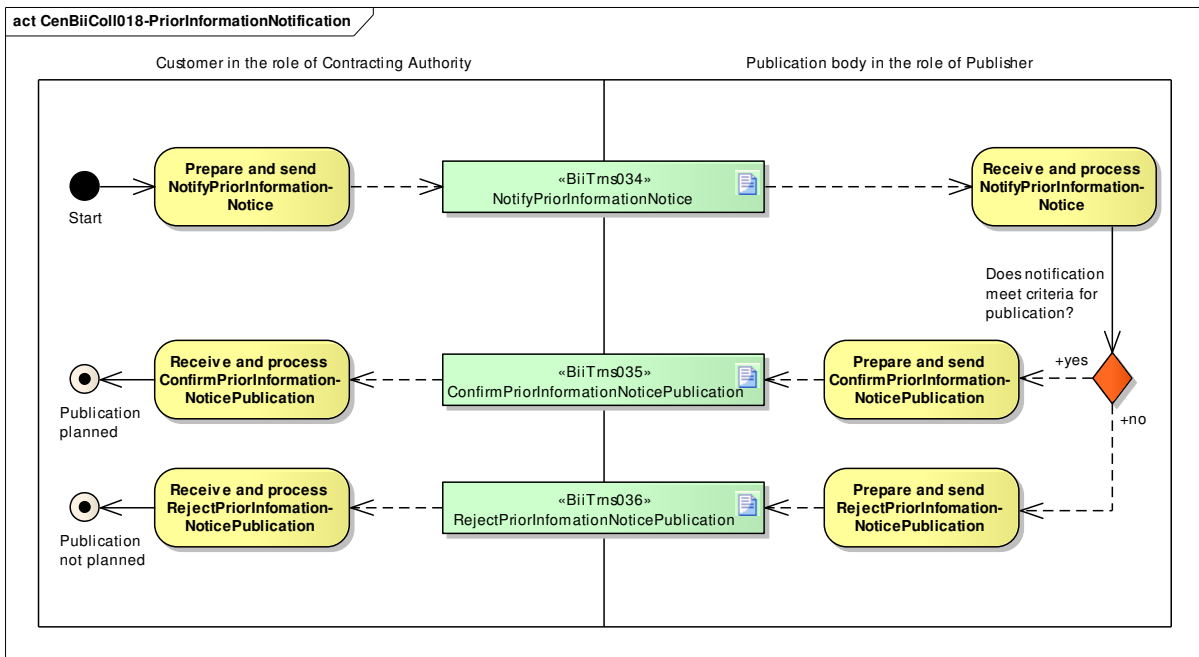
4.5 Business Collaboration(s) detailed description

4.5.1 PriorInformationNotification collaboration

4.5.1.1 Overview

Categories	Description and Values
Collaboration ID	BiiColl018
Description	A Contracting Authority sends a message to the Publisher of the relevant Publication Body to notify of an intended Call for Tender to which the Publisher responds by either accepting or rejecting to publish the notice.
Pre condition	None.
Post condition(s)	a. The notification will be published. b. The notification will not be published.
Transactions	NotifyPriorInformationNotice - BiiTrns034 ConfirmPriorInformationNoticePublication - BiiTrns035 RejectPriorInfomationNoticePublication - BiiTrns036
Roles	Publisher. Contracting Authority.

4.5.1.2 Diagram



4.5.1.3 Activity description

Role	Activity	Description
Main flow	Notice accepted for publication	Post condition a
Contracting Authority	Prepare and send NotifyPriorInformation Notice.	The Contracting Authority creates and sends a NotifyPriorInformationNotice to the Publisher with information about a planned Call for Tender.
Publisher	Receive and process NotifyPriorInformation Notice	The Publisher receives and processes the message and evaluates whether the content meets criteria for publication.
Publisher	Prior Information Notice does meet criteria for publication. Prepare and send ConfirmPriorInformation onNoticePublication.	If the NotifyPriorInformationNotice does meet the criteria for publication the Publisher reports this to the Contracting Authority and also proceeds to publish the notice. The publication is an external process.
Contracting Authority	Receive and process ConfirmPriorInformation onNoticePublication	The Contracting Authority receives the positive response from the Publisher.
Scenario	Publication rejected	Post condition b
Publisher	Prior Information Notice does not meet criteria for publication. Prepare and send RejectPriorInformation NoticePublication.	In the case a NotifyPriorInformationNotice does not meet the criteria for publication the Publisher reports this to the Contracting Authority.

Contracting Authority	Receive and process RejectPriorInformationNoticePublication	The Contracting Authority receives the negative response from the Publisher. To correct this it may create a new Prior Information Notice with correct information and send it to the Publisher.
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4.5.1.4 Collaboration business rules

4.5.1.4.1 Process rules

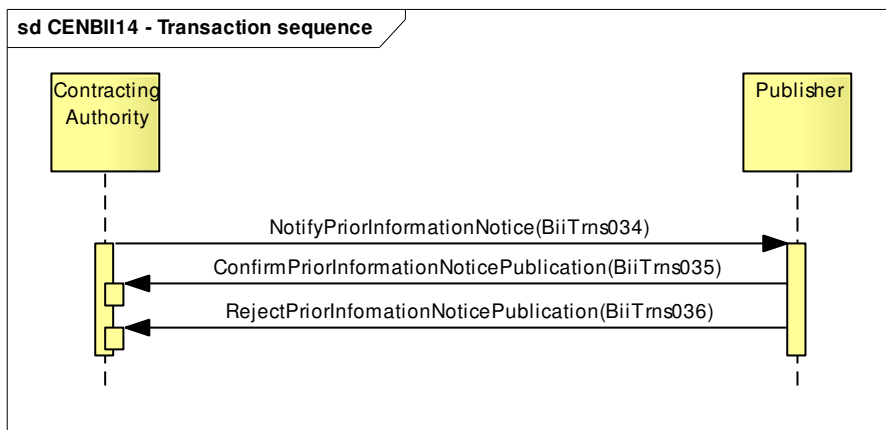
- None identified.

4.5.1.4.2 Information constraints

Information constraints relevant to this collaboration are captured in the referenced transaction data model(s).

4.6 Transaction(s) detailed description.

The figure below identifies the electronic messages exchanged as part of this process and the sequence in which these documents are exchanged.



4.6.1 Transaction data models

Transaction	Trns ID	Data Model	Data model ID, Core - Full
NotifyPriorInformationNotice	BiiTrms034	PriorInformationNotice	BiiCoreTrdm034 - BiiFullTrdm034
ConfirmPriorInformationNoticePublication	BiiTrms035	PriorInformationNoticePublicationConfirmation	BiiCoreTrdm035 - BiiFullTrdm035
RejectPriorInformationNoticePublication	BiiTrms036	PriorInformationNoticePublicationRejection	BiiCoreTrdm036 - BiiFullTrdm036

Each of the identified transactions is elaborated in the following chapters.

4.6.2 NotifyPriorInformationNotice transaction

Categories	Description and Values
Identifier	BiiTrms034
Description	Advice to the public that the Contracting Authority intends to initiate a purchasing project.
Partner Types	Customer Publication body

Categories	Description and Values
Authorized Roles	Contracting Authority Publisher
Legal Implications	Possibility to shorten the required period for tender presentation.
Initial Event	Prepare and send NotifyPriorInformationNotice
Terminal event	Receive and process NotifyPriorInformationNotice
Scope	All Tender procedures.
Boundary	None.

4.6.2.1 Transaction business rules

- National laws and regulations and, in case of above threshold Call for Tenders, EU directives 2004/18/EC and 2004/17/EC.

4.6.3 ConfirmPriorInformationNoticePublication transaction

Categories	Description and Values
Identifier	BiiTrns035
Description	A structured electronic document sent by the Publisher to notify the Contracting Authority that the relevant notice does meet criteria for publication.
Partner Types	Customer Publication Body
Authorized Roles	Contracting Authority Publisher
Legal Implications	See business rules.
Initial Event	Prepare and send ConfirmPriorInformationNoticePublication
Terminal event	Prepare and send ConfirmPriorInformationNoticePublication
Scope	All tender procedures.
Boundary	None specific.

4.6.3.1 Transaction business rules

- National laws and regulations and, in case of above threshold Call for Tenders, EU directives 2004/18/EC and 2004/17/EC.

4.6.4 RejectPriorInfomationNoticePublication transaction

Categories	Description and Values
Identifier	BiiTrns036
Description	A structured electronic document sent by the Publisher to notify the Contracting Authority that the relevant notice does not meet criteria for publication.
Partner Types	Customer Publication Body

Categories	Description and Values
Authorized Roles	Contracting Authority Publisher
Legal Implications	See below.
Initial Event	Prepare and send RejectPriorInformationNoticePublication
Terminal event	Receive and process RejectPriorInformationNoticePublication
Scope	All tender procedures.
Boundary	None specified.

4.6.4.1 Transaction business rules

- National laws and regulations and, in case of above threshold Call for Tenders, EU directives 2004/18/EC and 2004/17/EC.