

PROCUREMENT POLICY OFFICE

Directive No. 65 issued pursuant to section 7(b) of the Public Procurement Act

Framework Agreement

1. This Directive supersedes Directive No. 54.
2. **Existing Framework Agreements**
 - 2.1 Public Bodies are no longer required to seek further clearance for bidding documents from this Office at the expiry of existing Framework Agreements.
 - 2.2. However, public bodies shall ensure that the documents are compliant with the following: -
 - (i) The updated version of relevant legislations is referred to in the document.
 - (ii) The method and criteria for selecting contractors or awarding contracts are fair, legal and transparent.
 - (iii) Directives and Guidelines issued by this Office are fully complied with.
 - (iv) The updated applicable General Conditions of Contract is used or referenced in the document and any new amendments in the Special conditions of contract (SCC) do not substantially alter the balance of risks in the GCC.
 - (v) All templates to be filled online are indexed and introduced in the document.
 - (vi) A checklist of all requirements for submission is provided in the document.
 - (vii) The document is properly formatted and is free from grammatical, spelling and punctuation errors.
3. **New Framework Agreements**
 - 3.1 For the preparation of documents for new Framework Agreements, public bodies may download previously used documents from the website of the PPO to serve as model document, while ensuring that the requirements of paragraph 2.2 above are complied with.
 - 3.2 Public bodies are required to submit only the following parts of the customised document for clearance: -
 - (i) Instructions to Bidders
 - (ii) Bid Data Sheet (where applicable)
 - (iii) Sample Bidding Forms
 - (iv) Special Conditions of Contract.

- 3.3. In order to safeguard confidentiality through the procurement process, sensitive information such as Scope of Works, Specifications, Bill of Quantities, Evaluation Criteria should not be submitted.
- 3.4 This Directive takes effect immediately.

Procurement Policy Office

24 August 2022