

eTenders Software Release Notes

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Rialtas na hÉireann
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Oifig um Sholáthar Rialtais
Office of Government Procurement

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eTenders Software Release notes – November 2024

This document describes software and functionality enhancements that are now available following the deployment of this software update. None of the current features or changes in this release have any impact on the pre-existing functionality if not mentioned explicitly in these release notes and training may thus be done post-release if desired.

1. Increase to tenderbox response Filesize

The maximum file size for a tender response has been increased from 500MB to 2GB per response.

Important Note:

Users should note that the maximum size for a single file uploaded to the platform is 250MB.

2. Upgrades to the platform User Interface

The platform's homepage has undergone significant changes as part of this software release. The purpose of these changes is to support platform users in navigating their way through the platform by providing quicker access to guidance material and supporting videos.

The homepage now includes the following changes:

- Increased visibility of Buyer/Supplier application buttons
- Dedicated buttons for guidance videos/documentation
- Implementation of an important news section to put important topics in the spotlight

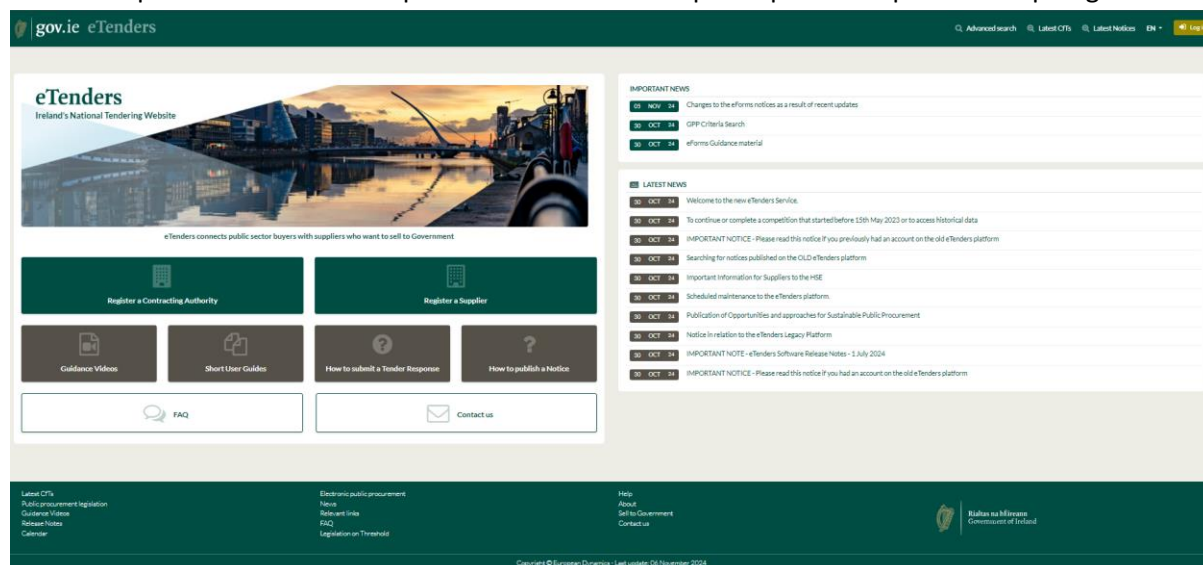
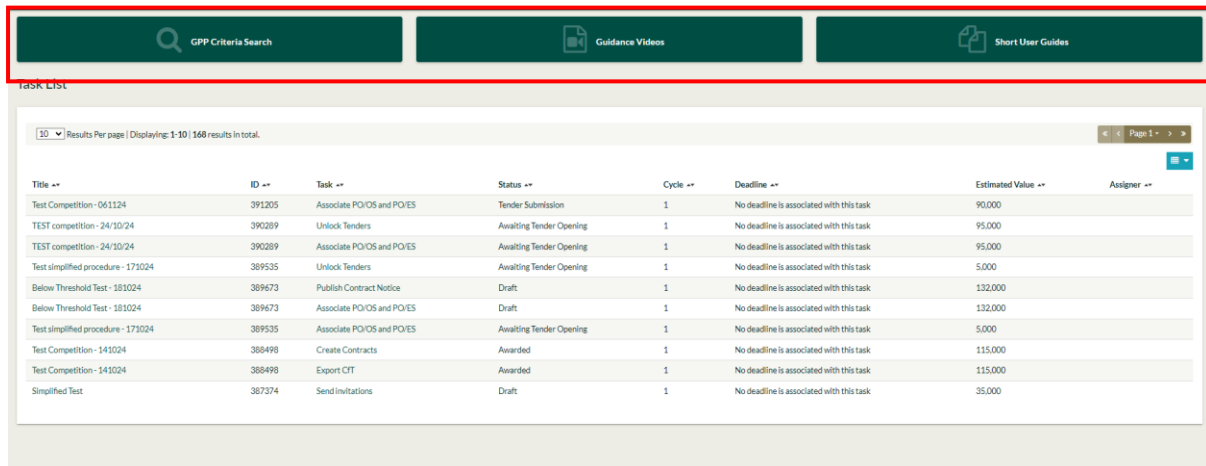


Fig. 1 New eTenders Homepage view

3. Implementation of dedicated pages for written & video guidance

As noted above, as part of the improvements of the user interface, dedicated pages for training videos and written guidance have been included to support both Contracting Authority and Supplier users of the platform.

These pages can be accessed from the homepage or from dedicated buttons when a user is signed into the platform, as can be seen below in Fig. 2:



The screenshot shows a user interface with a dark green header bar containing three buttons: 'GPP Criteria Search', 'Guidance Videos', and 'Short User Guides'. Below the header is a 'Task List' table with columns for Title, ID, Task, Status, Cycle, Deadline, Estimated Value, and Assigner. The table displays 10 tasks, including 'Test Competition - 061124', 'TEST competition - 24/10/24', 'Test simplified procedure - 171024', 'Below Threshold Test - 181024', 'Below Threshold Test - 181024', 'Test simplified procedure - 171024', 'Test Competition - 141024', 'Test Competition - 141024', and 'Simplified Test'.

Title	ID	Task	Status	Cycle	Deadline	Estimated Value	Assigner
Test Competition - 061124	391205	Associate PO/OS and PO/ES	Tender Submission	1	No deadline is associated with this task	90,000	
TEST competition - 24/10/24	390289	Unlock Tenders	Awaiting Tender Opening	1	No deadline is associated with this task	95,000	
TEST competition - 24/10/24	390289	Associate PO/OS and PO/ES	Awaiting Tender Opening	1	No deadline is associated with this task	95,000	
Test simplified procedure - 171024	389535	Unlock Tenders	Awaiting Tender Opening	1	No deadline is associated with this task	5,000	
Below Threshold Test - 181024	389673	Publish Contract Notice	Draft	1	No deadline is associated with this task	132,000	
Below Threshold Test - 181024	389673	Associate PO/OS and PO/ES	Draft	1	No deadline is associated with this task	132,000	
Test simplified procedure - 171024	389535	Associate PO/OS and PO/ES	Awaiting Tender Opening	1	No deadline is associated with this task	5,000	
Test Competition - 141024	388498	Create Contracts	Awarded	1	No deadline is associated with this task	115,000	
Test Competition - 141024	388498	Export C/T	Awarded	1	No deadline is associated with this task	115,000	
Simplified Test	387374	Send invitations	Draft	1	No deadline is associated with this task	35,000	

Fig. 2 Buyer Side – Logged in view of dedicated buttons for written/video guidance

Important Note:

Contracting Authority users must be logged into the platform in order to view the Contracting Authority material on the platform. There is also a reminder message displayed for users when they are not signed into the platform, see Fig. 3 below:

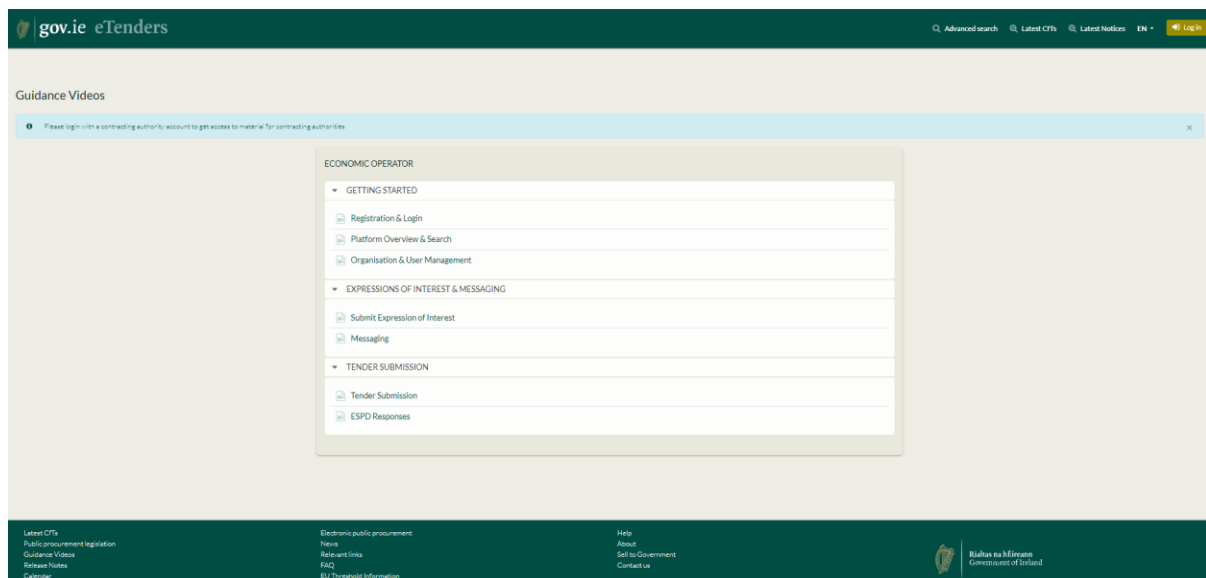


Fig. 3 Logged out view – Guidance Video Overview

4. eForms – Update to version 1.10

The eForms standard has been updated to the latest version as part of this upgrade. Subsequently, there are some small changes that users must be aware of.

To support users, a supplementary information document, which highlights the notable changes can be found in the “Important News” section of the eTenders homepage.

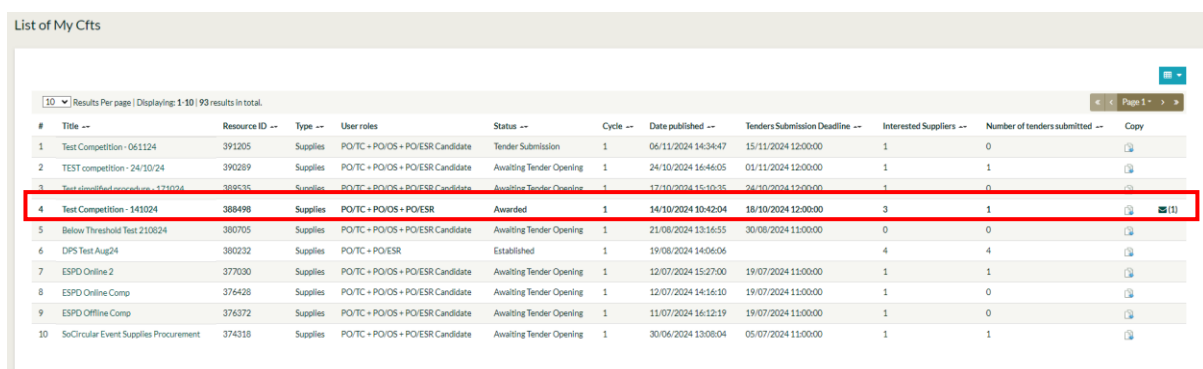
Important Note:

The current eForms guidance videos should be used in conjunction with the aforementioned supplementary information document. The guidance videos can be found [here](#) on the eTenders platform.

5. Messaging information in “List of my CFTs”

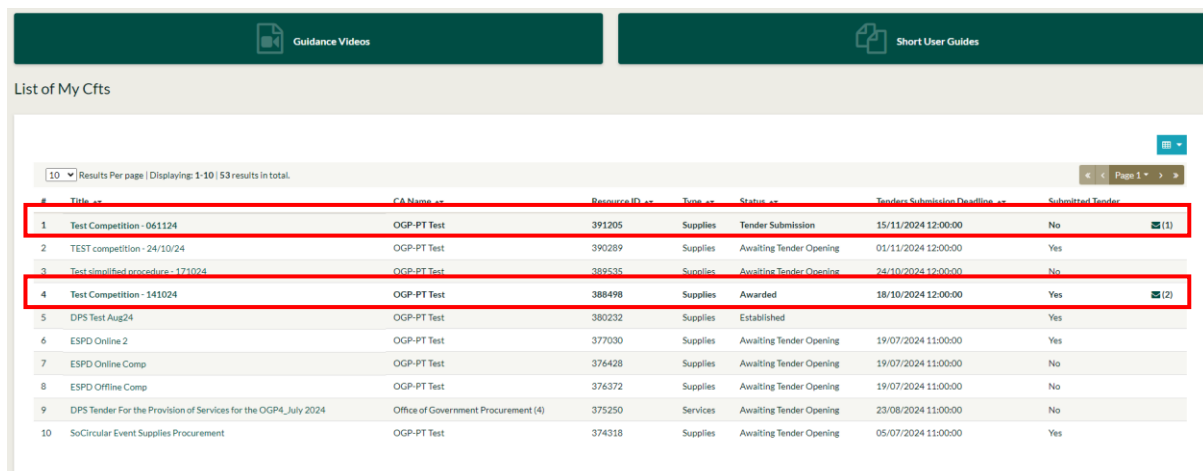
A new column has been added to the “List of my CFTs” page for both the Contracting Authority and Supplier users. This column will display any new messages received as part of a procurement and make these available to users in a more visible fashion.

Now, when a user has an unread message in relation to a tender, an envelope icon will show in this new “Unread Messages” column and the entire row will become bold to highlight this. See Fig. 4 and 5 below:



#	Title --	Resource ID --	Type --	User roles	Status --	Cycle --	Date published --	Tenders Submission Deadline --	Interested Suppliers	Number of tenders submitted --	Copy
1	Test Competition - 061124	391205	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Tender Submission	1	06/11/2024 14:34:47	15/11/2024 12:00:00	1	0	
2	TEST competition - 24/10/24	390289	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	24/10/2024 16:46:05	01/11/2024 12:00:00	1	1	
3	Test simplified procedure - 171024	389535	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	17/10/2024 15:50:35	24/10/2024 12:00:00	1	0	
4	Test Competition - 141024	388498	Supplies	PO/TC + PO/OS + PO/ESR	Awarded	1	14/10/2024 10:42:04	18/10/2024 12:00:00	3	1	
5	Below Threshold Test 210024	380705	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	21/08/2024 13:16:55	30/08/2024 11:00:00	0	0	
6	DPS Test Aug24	380232	Supplies	PO/TC + PO/ESR	Established	1	19/08/2024 14:06:06		4	4	
7	ESPD Online 2	377030	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	12/07/2024 15:27:00	19/07/2024 11:00:00	1	1	
8	ESPD Online Comp	376428	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	12/07/2024 14:16:30	19/07/2024 11:00:00	1	0	
9	ESPD Offline Comp	376372	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	11/07/2024 16:12:19	19/07/2024 11:00:00	1	0	
10	SoCircular Event Supplies Procurement	374318	Supplies	PO/TC + PO/OS + PO/ESR Candidate	Awaiting Tender Opening	1	30/06/2024 13:08:04	05/07/2024 11:00:00	1	1	

Fig. 4 Buyer Side – “List of my CFTs” page view including new highlighted messages



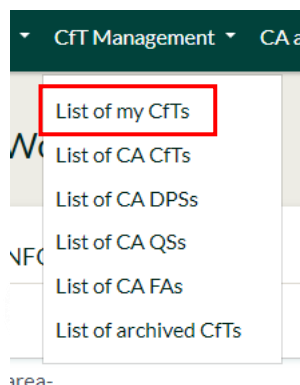
#	Title --	CA Name --	Resource ID --	Type --	Status --	Tenders Submission Deadline --	Submitted Tender
1	Test Competition - 061124	OGP-PT Test	391205	Supplies	Tender Submission	15/11/2024 12:00:00	No
2	TEST competition - 24/10/24	OGP-PT Test	390289	Supplies	Awaiting Tender Opening	01/11/2024 12:00:00	Yes
3	Test simplified procedure - 171024	OGP-PT Test	389535	Supplies	Awaiting Tender Opening	24/10/2024 12:00:00	No
4	Test Competition - 141024	OGP-PT Test	388498	Supplies	Awarded	18/10/2024 12:00:00	Yes
5	DPS Test Aug24	OGP-PT Test	380232	Supplies	Established		Yes
6	ESPD Online 2	OGP-PT Test	377030	Supplies	Awaiting Tender Opening	19/07/2024 11:00:00	Yes
7	ESPD Online Comp	OGP-PT Test	376428	Supplies	Awaiting Tender Opening	19/07/2024 11:00:00	No
8	ESPD Offline Comp	OGP-PT Test	376372	Supplies	Awaiting Tender Opening	19/07/2024 11:00:00	No
9	DPS Tender for the Provision of Services for the OGP4_July 2024	Office of Government Procurement (4)	375250	Services	Awaiting Tender Opening	23/08/2024 11:00:00	No
10	SoCircular Event Supplies Procurement	OGP-PT Test	374318	Supplies	Awaiting Tender Opening	05/07/2024 11:00:00	Yes

Fig. 5 Supplier Side – “List of my CFTs” page view including new highlighted messages

Important Note:

In relation to the above changes, the “List of My CFTs” page is the new default homepage on the Supplier side as seen in Fig. 5 above so Suppliers have direct access to this new message functionality upon login.

For Contracting Authority users, the “Task list” page is the default homepage. In order to view the “List of my CFTs” page, as seen in Fig. 4, the Contracting Authority user will need to navigate to the appropriate page via the “CFT Management” dropdown:



6. Change to Supplier's Log-in page

As a result of this software update, when a Supplier logs into the eTenders platform, their default home screen will now be their “List of my CFTs” page.

The aim of this is to provide Supplier users with direct access to competitions they are involved in, ensuring quicker access to their tender responses. Quick link to the written/video guidance has also been included to support Supplier users:

CFT Management • EO administration • Preliminary market •

16:04:14 GMT

Guidance Videos

Short User Guides

List of My Cfts

10

Results Per page | Displaying: 1-10 | 53 results in total.

Page 1

#	Title	CA Name	Resource ID	Type	Status	Tenders Submission Deadline	Submitted Tender
1	Test Competition - 061124	OGP-PT Test	391205	Supplies	Tender Submission	15/11/2024 12:00:00	No
2	TEST competition - 24/10/24	OGP-PT Test	390289	Supplies	Awaiting Tender Opening	01/11/2024 12:00:00	Yes
3	Test simplified procedure - 171024	OGP-PT Test	389535	Supplies	Awaiting Tender Opening	24/10/2024 12:00:00	No
4	Test Competition - 141024	OGP-PT Test	388498	Supplies	Awarded	18/10/2024 12:00:00	Yes
5	DPS Test Aug24	OGP-PT Test	380232	Supplies	Established		Yes
6	ESPD Online 2	OGP-PT Test	377030	Supplies	Awaiting Tender Opening	19/07/2024 11:00:00	Yes
7	ESPD Online Comp	OGP-PT Test	376428	Supplies	Awaiting Tender Opening	19/07/2024 11:00:00	No
8	ESPD Offline Comp	OGP-PT Test	376372	Supplies	Awaiting Tender Opening	19/07/2024 11:00:00	No
9	DPS Tender For the Provision of Services for the OGP4 July 2024	Office of Government Procurement (4)	375250	Services	Awaiting Tender Opening	23/08/2024 11:00:00	No
10	SoCircular Event Supplies Procurement	OGP-PT Test	374318	Supplies	Awaiting Tender Opening	05/07/2024 11:00:00	Yes

Fig. 6 Supplier side - New homepage view

From here, the Supplier has an overview of the new messaging functionality provided. The Supplier will also have an envelope icon that will take the user directly to the message inbox for the particular procurement.

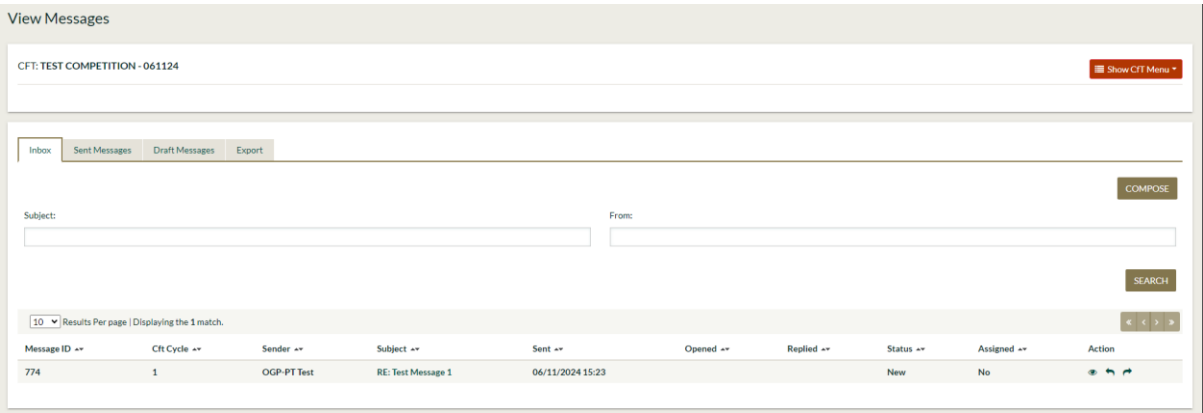


Fig. 7 Inbox view appears from clicking messaging icon

7. Change to Edit CPV codes page for Suppliers

Currently on the “Edit CPV Codes” page, which is available in the “EO Organisation” page the platform is set up to only display a maximum of four CPV codes in the overview display.

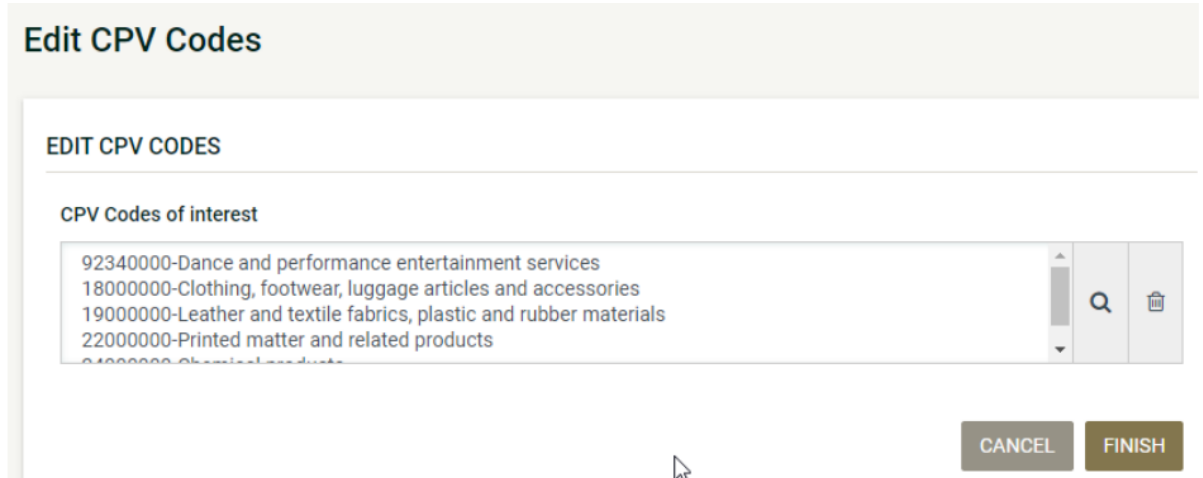


Fig. 8 Supplier Side – Previous CPV overview

Following this software update, it is now possible to expand the view window to see all of a Supplier’s active CPV codes in one window. This is achieved by dragging the expansion field in as noted below:

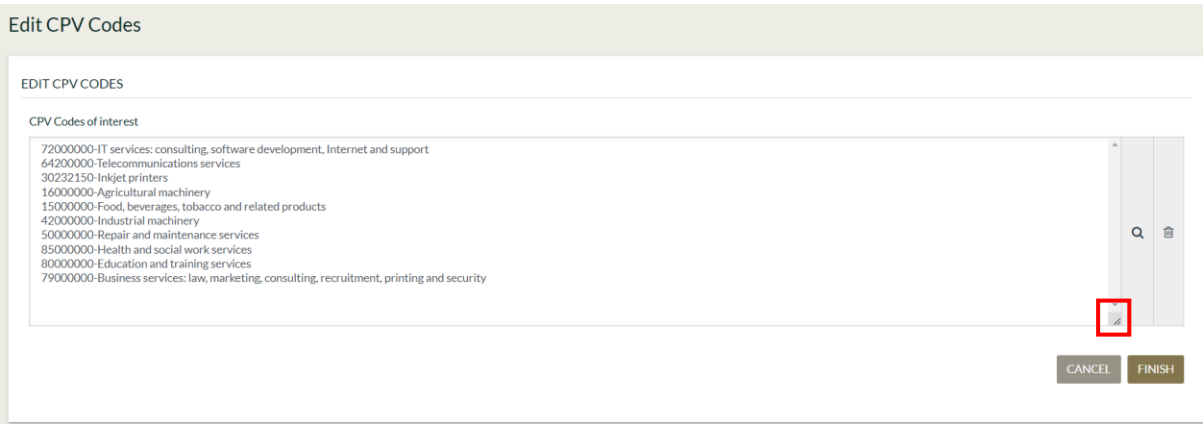


Fig. 9 Supplier Side – Enhanced CPV Codes UI

8. Inclusion of functionality to withdraw a document from a DPS/QS

As part of this software release, the functionality to allow a Contracting Authority user to withdraw a document, as is the case with other procurement types, has now been added to the DPS/QS workflow.

In the tender documents, Contracting Authority users will note the addition of a “withdraw” button for DPS/QS competitions:



Fig. 10 Buyer Side – QS Notice and Tender Documents page

To remove a document, a CAPC user must select click the radial button for the document they wish to remove and then click the “withdraw” button to complete the action. A pop-up message will appear at the top of the screen to confirm the removal of the specified document:

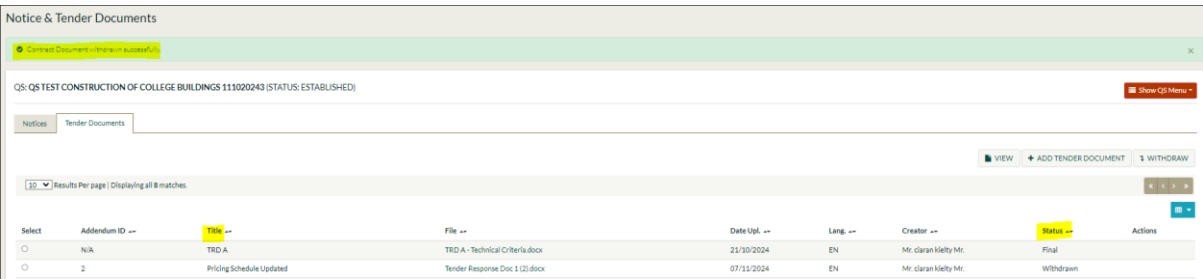


Fig. 11 Buyer Side – Confirmation of document removal