

The purpose of this page is to explain in detail the procedure for publishing the various documents that have to be published during the process for invitations to tender or calls for proposals for EC external aid financed by the general budget of the European Communities (Budget) or the European Development Fund (EDF).

Publication is essential to the principle of transparency and participation on equal terms in contracts and is required by the Financial Regulation and the Practical Guide to contract procedures for EC external actions financed by the budget and the EDF.

What sort of documents are published?

Most of the standard documents and opinions are included in the **standard annexes to the Practical Guide to contract procedures** and can be consulted at:

http://ec.europa.eu/europeaid/work/procedures/implementation/index_en.htm

Publication medium

- All documents published in the course of the **international** invitation to tender process will appear in the Official Journal of the European Communities, except tender dossiers and their clarifications and corrigenda, shortlist notices, calls for proposals and annual work programmes relating to grants.
- We publish **only** documents relating to the international invitation to tender process; for the publication of documents relating to the local tender process, please consult the guide in CRIS.

In the Official Journal and on the EuropeAid website

- Pre-information notices
- Contract notices
- Contract award notices
- Cancellation notices
- Corrigenda

On the EuropeAid website only

- Shortlist notices
- Tender dossiers for supply and works contracts only
- Technical specifications and any other annexes to tender dossiers (plans, etc.)
- FAQ/Clarifications
- Corrigenda to the documents listed above
- Annual work programmes
- Calls for proposals.

Time limits

For notices that have to be published in the OJ

- **15** days for publication of pre-information notices, contract notices and contract award notices.
- **10** days for any request for a cancellation or corrigendum.

- The Official Journal is published every day **except Sundays, Mondays** and certain public holidays.

- The S supplement to the OJ, in which all contract notices are published, is available in electronic form: this is the **TED** (Tenders **E**lectronic **D**aily), which can be consulted at the following address: <http://ted.europa.eu/>.

For notices published *only* on the EuropeAid website

- **2 days**

EXCEPTION

- In the case of the publication of a corrigendum to a contract notice relating to a change (extension, curtailment) in the deadline for submission and/or the date of the opening of the bids, or any other indication or element specific to the contract notice, the corrigendum to the

corresponding tender dossier relating to the same elements contained in the contract notice only has to be published on our website **but** must appear on the same date as the corrigendum to the contract notice.

Functional mailboxes for publication

There are six functional mailboxes

- **AIDCO ALASIPUB**

DCI-ASIA and DCI-LATIN AMERICA

- **AIDCO ACPPUB**

EDF, DCI-AFS and DCI-SUCRE

- **AIDCO NEIGHBOURPUB**

DCI-MED and ENPI-CBC and Nuclear Safety

- **AIDCO IPAPUB**

Instrument for Pre-accession

- **AIDCO THEMAPUB**

DCI-THEMATIC, HUMAN RIGHTS and Instrument for stability

- **AIDCO AWPPUB**

Publication of Annual Work Programmes of Grants (all instruments)