|  |  | **2024** | **2025** | **2026** |
| --- | --- | --- | --- | --- |
| **1** | **Number of meetings of Procurement Steering Group and summary of issues considered** | The Procurement Steering Group met 4 times in 2024. The key areas discussed included   * Planned procurements and progress updates * Updates on contracts used by multiple Departments * Green public procurement training within the organisation * National Guidance on areas such as Green Public Procurement and Sustainability * Public Spending Code Report 2023 * Training and upskilling sessions for staff |  |  |
| **2** | **Number and percentage of tenders conducted using the different procurement procedures** | |  |  |  | | --- | --- | --- | | Procedure | Number of Tenders | Percentage of Tenders | | Open OJEU | 29 | 40% | | Open National | 27 | 38% | | Restricted OJEU | 4 | 5% | | Restricted National | 6 | 8% | | Competitive Dialogue OJEU | 4 | 5% | | Panel | 0 | 0% | | Negotiated Procedure | 3 | 4% | | TOTAL | **73** |  | |  |  |
| **3** | **Average number of submissions per competition type and number of competitions with zero submissions received per competition type** | |  |  | | --- | --- | | Competition type | Average number of submissions | | OJEU | 6 | | National | 3.3 | | QuickQuotes | 1.5 |  |  |  | | --- | --- | | Competition type | Competitions with zero submissions | | OJEU | 1 | | National | 2 | | QuickQuotes | 14 | |  |  |
| **4** | **Number of national / sectoral / regional procurement processes participated in and where not participated in the reasons for non-participation** | |  |  | | --- | --- | | Review of use of OGP arrangements at December 2024 | | | OGP Arrangements |  | | Total Number of Live OGP Contracts | 83 | | Number Available to South Dublin County Council | **80** | |  |  | | SDCC Usage\* |  | | Availed of | 39 | | Sign up in progress | 0 | | To be considered | 0 | | No current requirement identified | 34 | | Alternative Requirement | 0 | | Alternative Arrangement in Place | 7 | | Total | **80** | | *\* Some arrangements have more than one usage status* |  |  |  |  | | --- | --- | | Review of use of LGOPC arrangements at December 2024 | | | LGOPC Arrangements |  | | Total Number of Live LGOPC Arrangements | 25 | | Number Available to South Dublin County Council | **25** | |  |  | | SDCC Usage |  | | Availed of | 9 | | Sign up in progress | 0 | | To be considered | 0 | | No current requirement identified | 16 | | Alternative Requirement | 0 | | Alternative Arrangement in Place | 0 | | Total | **25** |  |  |  | | --- | --- | | Review of use of regional arrangements at December 2024 | | | Regional Arrangements\* |  | | Total Number of DCC, FCC, DLR Contracts available to SDCC | 19 | |  |  | | SDCC Usage\*\* |  | | Availed of | 14 | | Sign up in progress | 0 | | To be considered | 0 | | No current requirement identified | 4 | | Alternative Requirement | 0 | | Alternative Arrangement in Place | 1 | | Total | **19** | | *\* A number of arrangements are also available from other central purchasing bodies, such as TII and NTA.* |  | | *\*\* Some arrangements may have more than one usage status* |  | |  |  | |  |  |
| **5** | **Number of procurement training sessions held for staff and summary of items covered** | The Procurement Unit, in partnership with the HR Training Unit, organised a number of procurement related training sessions for staff during 2024. These are summarised below:   |  |  |  | | --- | --- | --- | | No. of sessions | Title | Summary of Items Covered | | 2 | Understanding European Public Procurement Rules | The public procurement rules, and how to manage a tender process. | | 2 | Introduction to Green Public Procurement | Rethinking Sustainability,  Policy and Context and  “MEAT” Framework |   Short staff training videos were prepared inhouse and provide a resource for staff to upskill on particular topics:   |  |  | | --- | --- | | Title | Summary of Items Covered | | An introduction to procurement procedures in South Dublin County Council (Induction training) | A high-level introduction to the Council’s procurement procedures | | QuickQuotes | A practical overview of the Quick Quotes Procedure | | Contracts Database | How to use the database and standardised processes | | Procurement References | What are procurement references and how to use them. |   Other centrally led procurement training was also attended by relevant South Dublin County Council staff in 2024, such as the Office of Government Procurement’s webinars. |  |  |
| **6** | **Number of revenue suppliers in the different expenditure thresholds** | |  |  | | --- | --- | |  |  | | <€25,000 | 941 | | €25000 - €50,000 | 81 | | €50,000 - €215,000 | 97 | | €215,000 - €5,382,000 | 59 | | Above €5,382,000 | 1 | | TOTAL | **1179** | |  |  | |  |  |
| **7** | **Percentage change in the number and value of LVP card transactions** | |  |  | | --- | --- | | Value | 33% Increase in 2024 compared to 2023 activity | | Transactions | 40% increase in 2024 compared to 2023 activity | |  |  |
| **8** | **Number of quotations sought via Quick Quotes (www.etenders.gov.ie) and Requests for Quotations (www.supplygov.ie)** | |  |  | | --- | --- | | QuickQuotes | 90 | | Request for Quotations | 82 | |  |  |
| **9** | **Update on business engagement measures** | Work commenced in 2021 on the Dublin Region Enterprise Development Plan. South Dublin Local Enterprise Office is leading on an action in the Plan to enhance opportunities for small businesses to benefit from supply openings. Working with the Local Enterprise Office are the Council’s Procurement Officer and representative from the local Chambers, IBEC, SFA, LGMA, OGP, and InterTrade Ireland.  On 2nd December 2024 the Procurement Officer attended Dublin Regional Enterprise Development Plan – Action 1.3 Working Group meeting along with Members of InterTrade Ireland, OGP, Enterprise Ireland, LGMA, South Dublin Chamber and IBEC. It was agreed at this meeting to carry out a regional meet the buyer event in 2025. |  |  |
| **10** | **Update on sustainable procurement measures** | In 2024, the procurement unit conducted two introductory training courses on Green Public Procurement (GPP) for staff. These sessions were well attended and provided valuable insights to refine future training to better meet staff needs. Additional courses are planned for 2025 to ensure all staff are equipped with the knowledge to incorporate green and sustainable criteria into all tenders.  The Green Public Procurement (GPP) Working Group was re-established in 2024 and held two meetings. During these sessions, we discussed the introduction of a four-tier support system for the group, which includes:  - OGP Strategy Sectorial Specifics  - Internal Resource Bank  - External Benchmarking  - Ad Hoc Consultancy  This framework aims to enhance support for the working group in implementing effective and sustainable procurement practices.  Green Public Procurement Strategy and Action Plan 2024-2027 was published by the Department of The Environment, Climate and Communications in Q2 2024 this publication aims to drive the implementation of green and circular procurement practices across the public sector. |  |  |