



Training Central Purchasing Body

TRAINING FOR 2010

TITLE OF THE TRAINING	Advantages of Centralized Procurement and Electronic Tendering through Central Purchasing Body, 1 day.
TRAINING DATES	10th November 2010
DESCRIPTION	The seminar aims to present establishment of Central Purchasing Body in Lithuania and advantages of centralized procurement and electronic tendering, conditions and models of framework agreements and fully functional electronic catalogue following EU directives.
TARGET GROUP	Representatives of Central Purchasing Bodies, line Ministries, Finance Ministries in most cases, municipalities, representatives of purchasing organizations; Other related institutions. It is anticipated for approximately 8 -15 participants.
OBJECTIVES OF THE TRAINING	Assistance in choosing centralized procurement solutions for Services, Supplies and Works.
LECTURERS	<p>Training course is presented by <i>Jurgita Kuklieriene</i> and <i>Zilvaras Gelumbauskas</i>, highly respected experts on the legal and practical aspects of tendering, contracting and procurement of public sector from Lithuania.</p> <p><i>Jurgita Kuklieriene</i> is the Head of Procurement Solutions Division of the Central Project Management Agency of Lithuania. <i>Zilvaras Gelumbauskas</i> is the Senior Lawyer of Procurement Solutions Division. During the years 2002 - 2007 they were responsible for execution of procurement, monitoring the implementation of projects according PRAG (DIS, EDIS) and new EU Procurement directives.</p> <p>From 2007 until now Jurgita Kuklieriene is the leading person of establishment and operation of the Central purchasing organization in Lithuania working together with <i>Zilvaras Gelumbauskas</i>, the developer of current eight procurement models for different supply, service and works framework agreements functioning in Central purchasing organization and giving the background for electronic catalogue www.cpo.lt.</p> <p>Currently, <i>Jurgita Kuklieriene</i> is the member of the working group established by the Ministry of Economy of Lithuania for public procurement system improvement in Lithuania, public procurement legislation improvement according EC directives.</p>
METHODS	The training is organized using theoretical and practical approaches. Case study and Group exercises will be performed. PowerPoint presentation, Demonstrations and Handouts will be used.





<p>PROGRAMME</p>	<p style="text-align: center;">PROGRAMME Advantages of Centralized Procurement and Electronic Tendering through Central Purchasing Body</p> <p>09:00 – 09:30 Registration</p> <p>09:30 – 11:00 Central Purchasing Body (establishment, activities, responsibilities)</p> <p>11:00 – 11:30 Coffee break</p> <p>11:30 – 12:30 Advantages for public and private sector</p> <p>12:30 – 14:00 Lunch</p> <p>14:00 – 15:30 Services, Supplies and Works Framework Agreements (including IT equipment, office goods, fuel, telecommunication services, medical supplies, reconstruction works and supervision services for reconstruction works)</p> <p>15:30 – 16:00 Coffee break</p> <p>16:00 – 16:30 Electronic catalogue (technologies used, capabilities)</p> <p>16:30 – 17:00 Round-up of the Day</p> <p><i>NOTE: the programme can be subject to adjustments</i></p>
<p>LANGUAGE</p>	<p>The seminar will be conducted in English.</p>
<p>GENERAL INFORMATION</p>	<p><i>Seminar venue:</i> 1st floor Conference Room, Central Project Management Agency, S. Konarskio str. 13, Vilnius, Lithuania</p> <p><i>Hotel reservations:</i></p> <p>The training organisers have not made any arrangements for accommodation of participants during their stay in Vilnius. However, some details of the nearest hotels to the training place in Vilnius is enclosed. Participants are kindly asked to contact hotels directly.</p> <p><u>Hotel 1:</u> Crowne Plaza Hotel, five-star hotel Special price for training participants: About 79 EUR/single room, 94 EUR/ business class room, Booking by phone +370 5 2743400, E-mail reservation@cpvilnius.com, Address: M. K. Ciurlionio str. 84, Vilnius, LT-03100, Lithuania, Homepage: http://www.cpvilnius.com</p> <p><u>Hotel 2:</u> Centrum Uniquestay Hotel, three-star hotel, Special price for training participants: About 39 EUR/single room Booking by phone +370 5 268 33 00, E-mail reservation@centrumhotels.com, Address: Vytenio str. 9/25, LT-03113 Vilnius, Lithuania Homepage: http://www.uniquestay.com</p>



**GENERAL INFORMATION**

Hotel 3:
Zemaites Hotel, three-star hotel,
Special price for training participants:
About 35 EUR/single room
Booking by phone +370 5 213 31 93,
E-mail info@hotelzemaites.lt,
Address: Zemaitės str. 15, LT-03118,
Vilnius, Lithuania,
Homepage: <http://www.hotelzemaites.lt>

Meals: 2 coffee breaks, 1 lunch. Please inform us if you need special menu (for example, vegetarian).

Registration: kindly fill in and send the registration form to the International Cooperation Division of the CPMA by email training@cpma.lt as early as possible and not later than 2 weeks before the training. Only in exceptional cases we might accept later registration.



Registration Form: can be found on our Internet page
<http://www.cpva.lt/agency/international-cooperation/>

Confirmation: after receiving your registration form, we will send you the confirmation together with Invoice not later than 3 weeks before the training. The Invoice has to be paid in one week. We strongly advise not to make any travel (flight and hotel) arrangements until you receive a confirmation.

Payment: a participant sends a filled-in registration form not later than 2 weeks before training, receives confirmation of the registration together with Invoice and in one week has to pay the full price of training.

Cancellation/ postponement policy: the CPMA reserves the right to cancel/postpone the training 3 weeks before the first training day. The CPMA will not accept responsibility for costs incurred by participants (accommodation, travel costs and etc.).

More information: For more information please contact International Cooperation Division of the CPMA by phone +370 5 219 13 36, +370 5 219 13 31, by e-mail training@cpma.lt

FEE IN EUR
(PER PARTICIPANT)**250 EUR**

The fee includes training material, 2 coffee breaks, 1 lunch. Accommodation and travel expenses are at the responsibility of a participant or their administration.

