



Letter of Agreement with
ITACA (Institute for Innovation and Transparency of Procurement and
Environment/ Federal Association of Regions and Autonomous Provinces),
network of regional CPBs, Italy

August 2021

Background

1. The OECD was commissioned by the European Commission - EC (DG GROW) to carry out the Initiative "Implementation of the European Competency Framework for Public Procurement Professionals: Towards an international competency framework" (*the initiative*). The initiative is entirely funded by the EC with the objective of advancing the professionalisation of the procurement workforce by supporting the implementation of the European competency framework (ProcurComp^{EU}) in concrete cases.
2. The project aims at identifying six concrete cases in EU Member States and OECD countries that are willing to use ProcurComp^{EU} as a means to advance the professionalisation of the public procurement function and to do so against specific use cases. The different use cases identified in the initiative are related to i) the design of a training or professional development blueprint, ii) the establishment of a certification scheme or iii) the assessment of organisational procurement capacities.
3. ITACA in cooperation with the network of regional Central Purchasing Bodies (CPBs) (*Tavolo Soggetti Aggregatori regionali - comma 1*) submitted an application for participating in the above mentioned initiative showing interest in using ProcurComp^{EU} to design a training development blueprint for contracting authorities for a target population of contracting authorities, i.e. regional CPBs.
4. It should be noted that ITACA will keep the entire responsibility and decision making power for the development of the training curricula resulting from the initiative.
5. This project was selected by the EC and the OECD as one of the six case studies to be supported by the initiative.
6. By this Letter of Agreement the OECD, ITACA and the network of regional CPBs set out the conditions for the cooperation in this project towards the achievement of the following common objectives:
 - Reviewing the competency matrix of ProcurComp^{EU} and related job profiles and proficiency levels
 - Defining the sample of contracting authorities/public buyers

- Launching the questionnaire for self-assessment (aligned with the matrix of ProcurCompEU)
 - Analysing the results of the assessment and discuss potential gaps identified
 - Structuring the training curricula based on results of the self-assessment
7. Any activities conducted under this agreement are subject to the provision of the required information and the close cooperation between senior management and the technical teams of ITACA, the network of regional CPBs and the OECD.

Areas of Cooperation

8. The collaboration will focus on the following outcome:
- Support to the design of training programme(s) (excluding training materials) adapted to the local context, i.e. dedicated to the target population of contracting authorities (regional CPBs)

Forms of Cooperation

9. The OECD, ITACA and the network of regional CPBs may cooperate by various means, which will include, but not be limited to:
- Exchange of information and knowledge related to the area of the professionalisation of the public procurement workforce, including exchange of good practice examples,
 - Working meetings and consultations focusing on advancing the implementation of the Initiative

Contributions of the Parties

10. ITACA and the network of regional CPBs will contribute to the activities in one or more of the following ways:
- Provide information relevant for the implementation of the initiative
 - Participate in meetings related to the activities of this agreement
 - Define the set of skills and competencies and profiles relevant to the public procurement workforce of regional CPBs
 - Identify a representative sample of public buyers which would participate to the self-assessment exercise
 - Administer the self-assessment questionnaire to the target sample
 - Ensure the active involvement of stakeholders participating in the case study
11. The OECD will contribute to the cooperative activities in one or more of the following ways:
- Support ITACA in defining the set of skills and competencies of the target procurement workforce
 - Participating in meetings, conference calls and video conferences when appropriate
 - Analysing the results of the self-assessment exercise and identifying gaps according to the defined competency framework
 - Provide recommendations and advice to ITACA on the definition of training curricula.
12. The working plan of the collaboration will be detailed between the parties following the initial meeting, aiming at reflecting the priorities and the calendar set by ITACA and the network of regional CPBs.

Funding

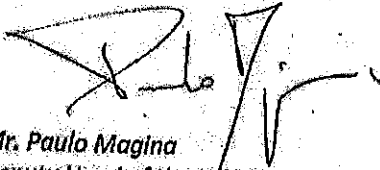
13. The OECD activities carried out under this Agreement are already funded by the EC. Any other activities that would require additional funding commitment will be subject to an agreement between the OECD, ITACA and the network of regional CPBs.

Duration

14. This agreement will last until the end of 2021 and can only be extended if jointly agreed by the OECD, ITACA and the network of regional CPBs, upon authorisation from the European Commission.

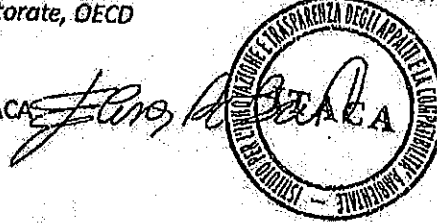
If you agree to our proposal, this letter and your signed reply letter shall constitute the arrangement between OECD, ITACA and the network of regional CPBs with regard to the above purposes.

Paris, [Insert date] 2021 *Sep. 10, 2021*



Mr. Paulo Magina
Deputy Head of the Infrastructure and Public Procurement Division
Public Governance Directorate, OECD

Signed and agreed by ITACA



Name
Position title

Signed and agreed by network of regional CPBs:

Name *Adriano Zili*
Position title



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