



RAHANDUSMINISTEERIUM

# E-procurement in Estonia. Public Procurement Register.

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# Central e-procurement portal since 2001, updated 2018

<https://riigihanked.riik.ee>

The screenshot displays the homepage of the Public Procurement Register. At the top, there is a blue navigation bar with the logo and name 'PROCUREMENT REGISTER', links for 'Accessibility' and 'Eesti keeles', a 'Login' button, and a search icon. Below this is a secondary navigation bar with links for 'Home', 'Search', 'E-catalogue', 'Reports', 'Open data', and 'Help'. The main content area features a large orange heading 'Welcome to the Public Procurement Register' and a sub-heading 'Please use the search function or browse recently published procurements to find procurements. Please log in to participate in a procurement or add a new one See Introduction'. A search bar is provided with a green 'Search' button. Below the search bar are links for 'Supplies', 'Works', 'Services', 'Prior notices', and 'Market consultations', along with a 'Detailed search' link. At the bottom, four donut charts represent key statistics for 2022: 1.01 MLD for volume of public procurements, 5933 for procedures started, 4800 for economic operators participating, and 92% for the share of SMEs.

PROCUREMENT REGISTER

Accessibility Eesti keeles Login

Home Search E-catalogue Reports Open data Help

## Welcome to the Public Procurement Register

Please use the search function or [browse recently published procurements](#) to find procurements. Please log in to participate in a procurement or add a new one [See Introduction](#)

Enter the procurement title, the name of the buyer or the reference number **Search**

[Supplies](#) [Works](#) [Services](#) [Detailed search](#)  
[Prior notices](#) [Market consultations](#)

Statistic	Value
Volume of public procurements in 2022	1.01 MLD
Procedures started in 2022	5933
Economic operators that participated in procurements in 2022	4800
Share of SMEs in 2022	92%

# E-procurement statistics

- Ca 10 000 procurements per year (incl mini-competitions under frameworks)
- Estimated value ca 4 billion EUR per year
- 98% e-procurements (mandatory since 10 Oct 2018)
- Ca 60 000 registered users
- Ca 15 000 contracts per year

PS! Procurement register is also available for publishing calls of grant recipients and purchases below thresholds.



# Procurement Register. Main features

- Free for all users
- Mandatory publication portal
- Full-cycle e-procurement
- Government administered
- eIDAS authentication and username/password
- Once only principle
- ESPD integrated

**Procurement  
Register.  
Available  
without a  
login.**

- Contract notice and procurement documents
- Contract award notice together with contract data, incl. breaches, modifications, actual value at the end of the contract
- Decisions of the review committee
- Detailed searches
- Basic statistics
- Machine-readable open data

# Services offered by the Register



The screenshot shows a web interface titled "Procurement desktop" with a sidebar on the left containing navigation options like "Workflows of procurement team", "Procurement data", "Information exchange", "Requests to participate / Tenders", "Registration sheet / Tenders", "Results of procurement", and "Requests for review". The main content area is titled "Overview of activities" and "Overview of tenders". It features a progress bar with three stages: "Preparation of procurement" (Done), "Processing of tenders" (Ongoing), and "Performance/completion of procurement" (Not started). Below this is a table with columns for "Opening of tenders", "Tender availability verification", "Evaluation", "Selection of the successful tender", "Verification of the successful tender", and "Preparation of decision document".

	Opening of tenders	Tender availability verification	Evaluation	Selection of the successful tender	Verification of the successful tender	Preparation of decision document
Let 1	19.02.2019 15:15 Done	19.02.2019 15:29 Done	19.02.2019 15:34 Done	19.02.2019 15:35 Done	Ongoing 19.02.2019 16:05 Continue Finish Check-Beleg Delete	19.02.2019 16:31 Done
Let 2	19.02.2019 15:15 Done	19.02.2019 15:01 Done	19.02.2019 15:34 Done	19.02.2019 15:05 Done	Ongoing 19.02.2019 16:00 Continue Finish Check-Beleg Delete	19.02.2019 16:31 Done

- ✓ eNotification
- ✓ eSender
- ✓ eAccess
- ✓ eCommunication
- ✓ eSubmission
- ✓ eEvaluation
- ✓ eAuction
- ✓ eCatalogues
- ✓ Dynamic Purchasing System
- ✓ Market research
- ✓ Contract register
- ✓ Requests for review

Log in for submitting a tender, engage in communication or subscribe notifications



REPUBLIC OF ESTONIA  
MINISTRY OF FINANCE



## Procurement register

In English | [Eesti keeles](#)

Username and password


Log in with username


Log in with eID


By entering the environment you agree with terms and conditions of use

[Register](#) | [Forgot password](#)

# Register as a user

 PROCUREMENT REGISTER

Accessibility Eesti keeles [Login](#) 

[Home](#) [Search](#) [E-catalogue](#) [Reports](#) [Open data](#) [Help](#) 

## New user [Save](#)

Country: \*

ID code: \*

First name: \*

Name: \*

E-mail: \*

Telephone: \*

Addition information:

Username: \*



# When user, add a new tenderer. First person to add the tenderer will become its first representative who can add others.

**PROCUREMENT REGISTER** Accessibility Eesti keeles Jane Burns

Home Desktop Search procurements E-catalogue Settings Reports Help

Buyers  
**Tenderers**  
Inspection Bodies

**Tenderer** Continue

Country: \* Bahama x  
The maximum number of permitted selections is 1.

Registration code: \* 12345 x Bring data

Valid:  Yes  No

Name: \* Check duplicates

VAT payer code: \*

Address: \* Street, building and apartment

City/Town/Municipality: \*

Postcode: \*

General website: http://www.sample-address.com

General e-mail address: nimi@domeen.ee

Governing body: None Change

# Check „My profile“ section for your data or organisations you represent

PROCUREMENT REGISTER

Accessibility Eesti keeles 43 Test Pakkuja

Home Desktop Search E-catalogue Settings Reports Open data Help

## My profile

Revision history Save

ID code: AD 1111111111111111

First name: Test

Name: Pakkuja

E-mail: \* a@b.ee \*

Telephone: \* +372 11111 \*

Addition information:

Last login: 8.06.2022 17:38

Username: View username

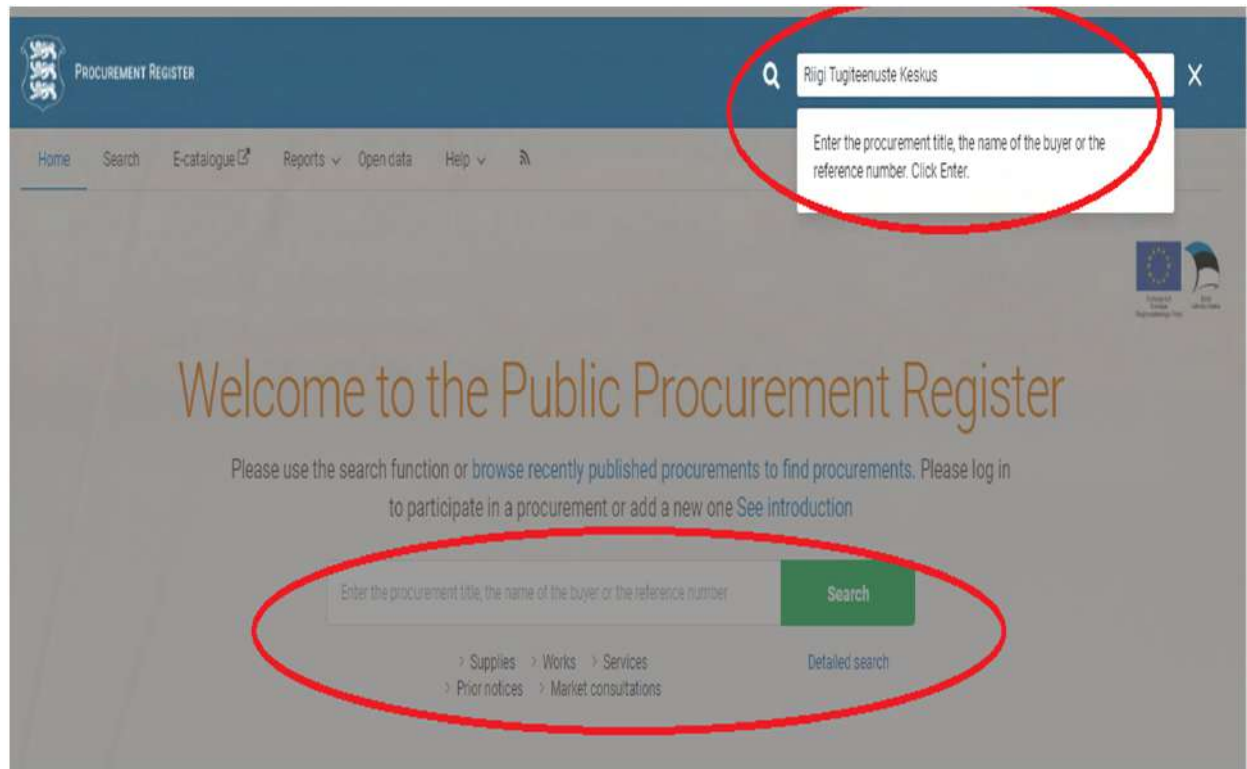
## My organisations

New user registration **New tenderer registration** New self-employed entrepreneur registration Link me with Buyer Link me with Tenderer View history

Search keyword Only tenderers Clear filter Search

Organisation's role in the register	Organisation	My role	My telephone	My e-mail	Activities
Tenderer	Gruusia pakkuja (767676)	main user			Change · Remove me
Tenderer	MAZ-auto (20120306-BL)	main user			Change · Remove me

**Simple search or detailed search. Log in to participate, subscribe or ask questions.**



# Save search to subscribe notifications of published procurements

The screenshot shows a procurement search interface. On the left, there is a sidebar with a 'Saved searches' dropdown menu (circled in red) and a 'Quick search' section. The 'Quick search' section includes a 'Search contracts' button, a 'Search reviews' button, and several input fields: 'Reference number', 'Published' (with a date range of 8.06.2021 - 8.06.2022), 'Submission deadline', 'Procurement status' (set to '-Select-'), 'Name of buyer', 'Registration code of buyer', 'Name of tenderer', and 'Registration code of tenderer'. Below these fields are three expandable sections: 'General details', 'Additional details', and 'Tenderer details'. At the bottom of the sidebar is a green 'Search procurements' button and a 'Save search' button (circled in red), along with a 'Clear fields' button.

The main content area displays 'Procurements found (103)'. At the top right of this area are links for 'Download XLS', 'Back to search', a 'Sort' dropdown menu set to 'Descending according to time of publication', and a 'Down' button.

The search results are listed as follows:

- 4.10.3 seotud hange 2 osast 4. osaks**  
Reference number: 213958  
Buyer: Rahandusministeeriumi Infotehnoloogiakeskus  
Type of procedure: Restricted procedure  
Area of activity: Harvesting machinery  
Contract notices (1) Contracts (1)  
Procurement status: contract performance  
Published: 26.05.2022  
Submission of tenders: 26.05.2022 11:15  
Procurement is related to dynamic procurement system with reference number: 213957  
Share
- Maarika 4.10.3 DHS**  
Reference number: 213957  
Buyer: Maarika Hankija  
Type of procedure: Dynamic procurement system's restricted procedure  
Area of activity: Harvesting machinery  
Contract notices (1)  
Procurement status: open for entry  
Published: 26.05.2022  
Submission of requests to participate: 26.05.2022 10:30  
Dünaamiline hankesüsteem  
Share
- Maarika lihthanke tähtpäev**  
Reference number: 213941  
Buyer: Maarika Hankija  
Type of procedure: Simple procurement  
Area of activity: Gases  
Contract notices (1)  
Procurement status: started  
Published: 17.05.2022  
Submission of requests to participate: 18.05.2022 17:45  
Share
- Maarika LM 2-etapiline**  
Reference number: 213948  
Buyer: Maarika Hankija  
Type of procedure: Simple procurement  
Area of activity: Gases  
Contract notices (1)  
Procurement status: started  
Published: 17.05.2022  
Submission of requests to participate: 27.05.2022 06:00  
Share
- MaarikaVG**  
Reference number: 213943  
Buyer: Maarika Hankija  
Type of procedure: Competitive procedure with negotiation  
Area of activity: Software programming and consultancy services  
Contract notices (1)  
Procurement status: request to participate submitted  
Published: 13.05.2022  
Submission of requests to participate: 13.05.2022 11:45  
Share
- Külli seotud hange**  
Reference number: 213927  
Procurement status: evaluation

# E-mails will be sent at night about the procedures published on previous work day

The image shows a screenshot of a procurement system interface. A modal dialog box titled "Save search" is open in the foreground. The dialog contains the following fields and options:

- Name of search:** Computer procurements
- Use this search as request for information:**  Yes  No
- Notifications will be sent to e-mail address:** a@b.ee
- Notifications will be sent when the following happens to procurement corresponding to search criteria:**
  - Avaldatakse pakkumuste/taotluste esitamiseks
  - Eelteatatakse
  - Sõlmitakse leping
  - Teatatakse vabatahtliku teatega varsti sõlmitavast lepingust

A green "Save" button is located at the bottom right of the dialog. The background shows a list of procurement entries with details such as reference numbers, buyers, and publication dates.

When you  
find the  
procedure,  
register  
your  
interest

**Test 3.1.2022**

Reference number: 213813  
Buyer: Minu Koostushankija (75000285)  
Type of procedure: Open procedure

Published: 4.01.2022 16:12  
Submission of tenders: 12.12.2022 13:00  
Status: started

[Share](#)

[Register for procurement](#)

**Procurement data**

- General details
- Buyers
- Additional details
- Lots
- Grounds for exclusion and selection criteria
- Tender suitability criteria
- Award criteria
- Grounds of exclusion for subcontractors
- Published notices
- Procurement versions
- Documents

[Information exchange](#)

[Requests to participate / Tenders](#)

[Requests for review](#)

**General information**

General data give a quick overview of the object of the contract. Other relevant information about the procurement can also be found on the following procurement data pages and published notices.

Title of procurement:	Test 3.1.2022
Status:	started
Brief description of the contract:	Lepingute lisamise testimine. Testist 128872
Procurement involves:	framework agreement
Information about framework contract:	Framework contract with several tenderers
Procurement sector:	Public sector
Type of procurement:	Supplies
Estimated cost of the procurement (incl. lots):	EUR 200,000.00
EU threshold:	Below the EU threshold
Type of procedure:	Open procedure
CPV code:	

**Main code** **Supplementary codes**



# And start adding your tender...

**Procurement data**

- General details
- Buyers
- Additional details
- Lots
- Grounds for exclusion and selection criteria
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- Published notices
- Procurement versions
- Documents

> Information exchange

**Requests to participate / Tenders**

- Registration sheet
- Tenders**

> Requests for review

## Opened tenders

Opened tender information (name, registration number, price and evaluated indicators) are visible after the opening in open and limited procedure, negotiated procedure with notification, competitive dialogue and innovative partnership. The Buyer will notify of the results in other procedure types.

Lot: -Select- ▾

Tenderers	Tender no. ▲	Lots of procurement	Price and evaluated indicators
No data to display in table.			

Back

**Add tender**

# Tender includes 4 worksheets which need to get a green tick to be able to submit the tender

## Tender no 234254

Tenderer: Mittetulundusühing Filmiklubi MP DOC (80160640)    Status: draft, **Not submitted**    Submission of the tender: after 6 months (12.12.2022 13:00)

[Save](#)   [Save and continue](#)   [Submit](#)

General information    Grounds for ...    Tender suita...    Award criteria

[Supporting doc...](#)   [Persons linked t...](#)   [Information exc...](#)

### General details of tender

The tender is ready for submission when all four tabs have received a green tick.  
Submission time is local time.  
Tenders can be submitted only before the submission deadline has arrived.  
The Buyer can start opening tenders only after the opening time has arrived.

NB! The Administrator is not liable for any possible delays, faults or interruptions caused by circumstances outside the Administrator's control in Procurement Register, such as force majeure, blackouts, interferences in the User's or Administrator's phone or Internet connection or in the work of other electronic equipment and devices, including software. The Administrator is not liable for any possible damage or loss of profit caused by use or non-use. See <https://www.rahandusministeerium.ee/en/objectivesactivities/public-procurement-policy/public-procurement-register/user-terms>

Tender no.: 234254  
Tenderer: Mittetulundusühing Filmiklubi MP DOC (80160640)  
Responsible person: Test Pakkuja (11111111111111)  
E-mail: a@b.ee

### Lots in the tender

Lot: \* [Select all](#) · [Clear](#) · 1part selected

- Part 1 – Esimene osa
- Part 2 – Teine osa
- Part 3 – Kolmas osa



**You can also add joint tenderers and subcontractors in case of need. When ready, click Save and continue.**

The screenshot shows a web interface with a light gray background. At the top, there is a partially visible input field with the text "Tender number". Below this, there are two expandable sections: "Joint tenderers (0)" and "Subcontractors (0)", each with a right-pointing chevron icon. Below these sections is a button labeled "History of statuses". At the bottom of the interface, there is a row of buttons: "Back" on the left, and a group of five buttons on the right: "Create tender documents", "Delete", "Save", "Save and continue" (highlighted in green), and "Submit".

# Grounds for exclusion and selection criteria - integrated and partly pre-filled ESPD (European Single Procurement Document). We use version 2.0.2.

✔ General info... ✔ **Grounds for exclusion and selection criteria** ✔ Tender situa... ✔ Award criteria

Supporting doc... Persons linked t... Information exc...

ESPD v 2.0.2 is filled out in the register by clicking open the self-declarations section by clicking on the tenderer's name. ESPD v 1.0 xml cannot be uploaded as different ESPD versions are not compatible. In case of language problems we suggest turning on browser based webpage translator.

ESPD requirement: ESPD is required (version 2)

✔ **Omrat Gimmel (ARE 02123456) self-declaration**

Pre-fill ESPD  
Files used to pre-fill ESPD  
Save and continue

- > **Tenderer data**
- > **Grounds for exclusion**
- > **Selection criteria**

**Concluding statements**

The economic operator formally declares that the information stated is accurate and correct and that it has been set out in full awareness of the consequences of serious misrepresentation.  
The undersigned formally declare to be able, upon request and without delay, to provide the certificates and other forms of documentary evidence referred to.  
The undersigned formally consent to the Buyer gaining access to documents supporting the information, which has been provided in this document.

Name of issuer of declaration:

# Suitability criteria – Your technical tender

General info... Grounds for ... **Tender suitability criteria** Award criteria Supporting doc... Persons linked t... Information exc...

A tender document may not exceed 100 MB. The total amount of digitally signed tender documents may not exceed 300 MB. Be aware of your upload speed and file size. Timeout for file upload is 6 minutes. In case file upload fails during the given time period, the file should be packed, divided into smaller units or faster Internet speed must be used. Suitable Internet speed for uploading bigger files (>15MB) is at least 5Mbps.

No.	Condition	Answers to be received from economic operators		
1	<p><b>Pakkumuse esitamine</b> Pakkumuse esitamisega kinnitab pakkuja kõigi riigihanke alusdokumentides esitatud tingimuste ülevõtmist.</p> <p><b>Additional explanation</b> Tingimusliku pakkumuse esitamine ei ole lubatud.</p>	<p>1) Kas ettevõtja saab kinnitada, et pakkumus vastab hanke alusdokumentides sätestatud tingimustele? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p>2) Lisa pakkumuse fail *</p> <p>Select file or drag it here</p> <p>Select document from document bank</p> <table border="1"><thead><tr><th>Filename</th><th>Activities</th></tr></thead><tbody></tbody></table>	Filename	Activities
Filename	Activities			

# Award criteria – price, cost, quality values

**Tender no 234254** Save Save and continue Submit

Tenderer: Mittetulundusühing Filmiklubi MP DOC (80160640) Status: draft, **Not submitted** Submission of the tender: after 6 months (12.12.2022 13:00)

General info... Grounds for ... Tender suita... **Award criteria** Supporting doc... Persons linked t... Information exc...

[Open all lots](#) · [Close all lo](#)

Lot 1, - Esimene osa Price of lot excluding VAT: EUR 0.00

Evaluation of criteria: Excluding VAT

**Criteria, their values and prices**

**1. Osa pakkumuse maksumus**  
Type and evaluation method: Price, lowest is best (automatic evaluation)  
Weighting: 100  
[View evaluation methodology](#)

Quantity	Unit	Unit price *	Value excluding VAT	VAT % *	Value including VAT	Comments
		<input type="text"/>		20 <input type="text"/>		<input type="text"/> 255 more characters

Price of lot excluding VAT: EUR 0.00  
Price of lot with VAT: EUR 0.00

**Add additional documents if needed.  
Do not forget to SUMBIT! You will receive a  
confirmation to your e-mail.**

The screenshot shows a web application interface. A modal dialog box titled "Choose the next activity" is open, asking the user to select their next action. The background page is the "Award criteria" section, which includes a progress bar with several steps: "General info...", "Grounds for...", "Tender suitability...", "Award criteria" (highlighted), "Supporting documents...", "Persons linked to...", and "Information excluded...". Below the progress bar, the text "Evaluation of criteria: Excluding VAT" is visible. The main content area is titled "Criteria, their values and prices" and contains a section for "1. Maksumus" with details on type, evaluation method, and weighting. A table below lists criteria with columns for Quantity, Unit, Unit price, Value excluding VAT, VAT %, Value including VAT, and Comments.

**Choose the next activity** [X]

Please select what you want to do next. Would you like:

- add documents
- continue signing (if requested by the contracting authority)
- to submit a tender?

[To additional documents page] [Sign] [Submit]

Progress bar: [General info...] [Grounds for...] [Tender suitability...] [Award criteria] [Supporting doc...] [Persons linked t...] [Information exc...]

Evaluation of criteria: Excluding VAT

**Criteria, their values and prices**

1. Maksumus  
Type and evaluation method: Price, lowest is best (automatic evaluation)  
Weighting: 50  
[View evaluation methodology](#)

Quantity	Unit	Unit price *	Value excluding VAT	VAT % *	Value including VAT	Comments
		1	1.00	20	1.20	

255 more characters

# Communication only via the portal. Clarifications, messages, decisions ...

> Procurement data

▼ Information exchange

Information exchange  
Queries to other information systems

▼ Requests to participate / Tenders

Registration sheet  
Tenders

> Results of procurement

Reopening of competitions

> Requests for review

## New message to the buyer

Recipient: Nortali hankija testimiseks

Sender: Gruusia pakkuja

About what:

Response required: \*  Yes  
 No

Deadline: \*

Visibility: \*  Public  
 For recipient only

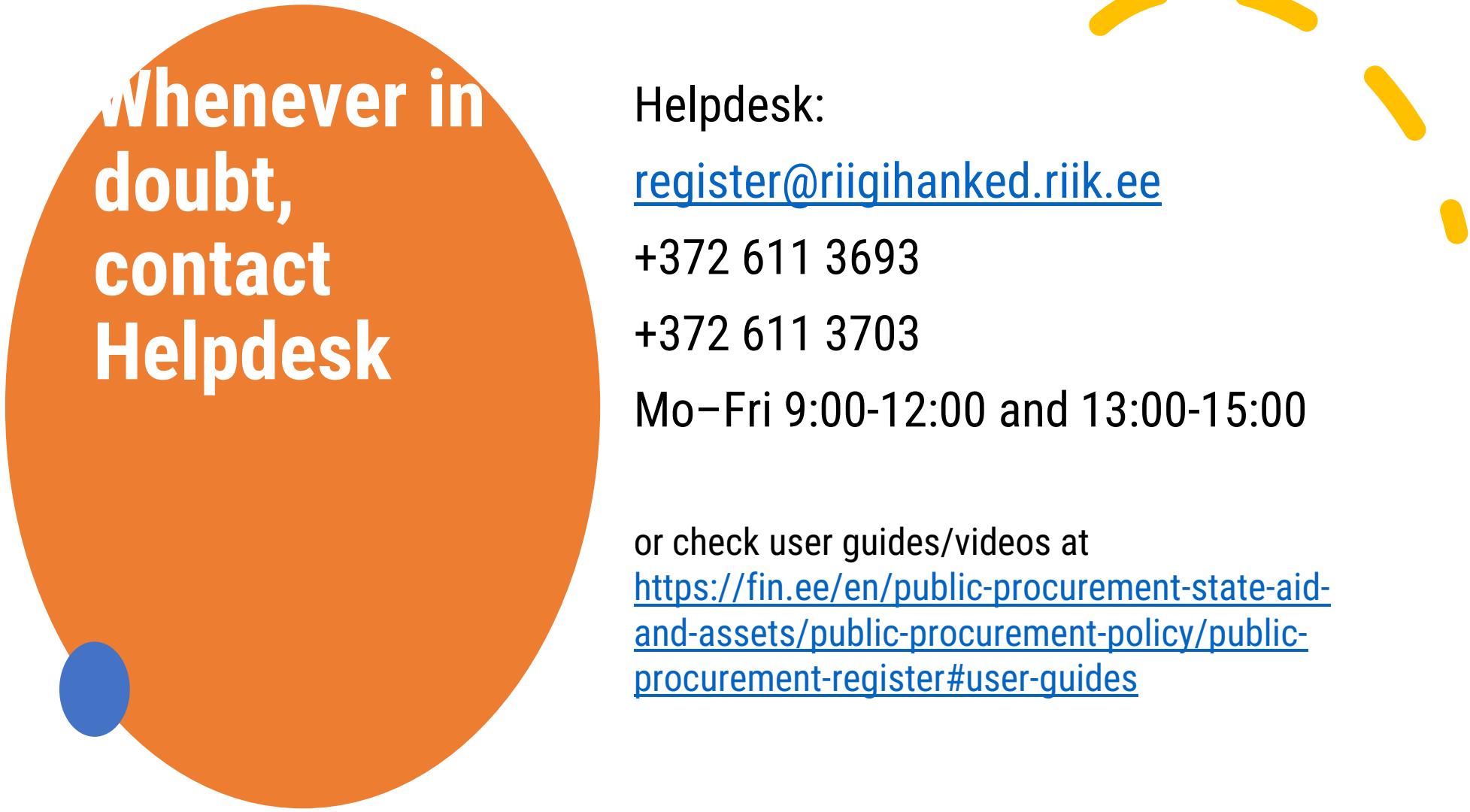
Subject: \*

Text: \*

Attachments:

Select document from document bank

[Back](#)



**Whenever in  
doubt,  
contact  
Helpdesk**

Helpdesk:

[register@riigihanked.riik.ee](mailto:register@riigihanked.riik.ee)

+372 611 3693

+372 611 3703

Mo–Fri 9:00-12:00 and 13:00-15:00

or check user guides/videos at

<https://fin.ee/en/public-procurement-state-aid-and-assets/public-procurement-policy/public-procurement-register#user-guides>



RAHANDUSMINISTEERIUM

# Thank you!

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