Summarised Software Release notes

eTenders updates on the 21st April 2017

This document describes the main improvements in eTenders functionality which will be available after the upcoming software release. The detailed release notes will be available at http://www.etenders.gov.ie/guides/guides_main.aspx-3. It should be noted the full release notes (R7.5.3, R7.5.4 & R7.5.5) cover all instances of the platform for other customers of EU Supply. Some of the functionality outlined in the full release notes is not available on eTenders.

The main improvements for eTenders are;

1. **Search supplier via email**

Searching suppliers have been extended to include the email address. Enter the email address or parts of the address when searching for suppliers.

2. **Broadcast message default before tender closing deadline**

The messaging facility will default to broadcast when buyers are sending messages prior to the closing deadline. It is still possible for buyers to select individual suppliers prior to closing by unticking the checkbox for broadcast. After the closing deadline, the broadcast checkbox will be automatically unticked.

3. **Award Message in checklist**

A new checklist item will be the 'Award Message' whereby buyers can send outcome/standstill letters by using templates. At present, this requirement can be managed electronically by using the general messaging facility.

4. **New reports**

This report lists all tenders within the authority (a user will only see the tenders he has been given access to) and it includes the number of suppliers that have submitted a response. The report also displays the state the tender is in, i.e. publication, evaluation etc. A new user guide for reports is added together with the other user guides on the home page.

5. *Editable Message subject*

When sending a message using a message template, it was not been possible for the sender in tender to change the subject of the message. The message templates have now been changed to allow this flexibility.

6. Increased Session Timeout

Previously, the default idle session timeout had been set to 20 minutes for buyers and suppliers. This session timeout also applied to buyers working in the TED award section and was causing some difficulty when completing award documents for large contracts. This new release will see the session timeout increased to 60 minutes, thus increasing the ability for buyers to effectively complete the TED award section details. This increase has been applied to both the buyer and supplier sides of the website.

7. Tender Deadline Notifications for Suppliers

If a supplier expresses an interest in a competition and fails to submit a response, they will be sent a notification email, 5 days prior to the tender deadline, reminding them to submit a response to the tender for which they have applied. The message gives the supplier an overview of any tenders requiring attention. Suppliers can cancel an interest at any stage.

8. Message recipient list minimised

When sending a message via the messaging facility, after selecting the recipients, the list is minimised and you will need to click the word "Recipients" to view a detailed list of suppliers. This functionality has been implemented on all aspects of the messaging facility, i.e. invitation of supplier, award, regular messages etc.

Office of Government Procurement.

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