

## View preliminary information on contract notices

Would you like to find out about a planned contract award? Then you can retrieve the preliminary information on an announcement via the "Public Purchasing" data service.

### Competent Department

- [Der Senator für Finanzen](#)
- [Beschaffungsamt des BMI](#)

### Basic information

If you would like to find out about a planned contract award, you can view the preliminary information on an announcement. The preliminary information serves to inform interested bidders about intended contract awards at an early stage. This enables you to prepare for the tender in advance if you are interested.

In connection with award procedures, the prior information notice is an announcement by the contracting authority in which it announces its intention to award a contract. Preliminary information precedes the actual award procedure. The decision to publish a prior information notice on a planned procurement procedure is at the discretion of the contracting authority.

The prior information notice is obligatory only if the contracting authority intends to make use of the possibility to shorten the bidding period or if the prior information notice is intended to serve as a call for competition and replace the contract notice.

The contracting authority may publish the prior information notice in the buyer profile or send the prior information notice to the Publications Office of the European Union. If the prior information notice is published in the buyer profile, a notice on it must be sent to the Publications Office of the European Union.

Procurement profiles are published, among others, in the framework of the procurement platforms of the federal states as well as in the data service Public Procurement.

The data service is the freely accessible central place to find preliminary information on an announcement that is regularly supplied by other procurement platforms of the federal, state and local governments. For the first time, companies and those interested in

procurement issues can find all the relevant preliminary information and contract notices in one central location.

## Requirements

- None
- Optional: For the Public Purchasing data service - ELSTER company account for the use of convenience functions such as saving search filters or forwarding found notices.

## Procedure

If you want to find out about a planned procurement, you can view the preliminary information on a procurement announcement. The preliminary information can be published online as part of so-called procurer profiles.

- You can view the preliminary information on the contract announcement on the award platforms of the federal government, the states, the municipalities or the Public Purchasing data service.
- The central place for publishing contract notices is the Data Service Public Purchasing.
- Call up the data service.
- You can use the data service without authentication. Voluntary authentication via ELSTER company account allows you to use convenience features such as saving search filters, forwarding found notices or automatic notification of changes.
- Search for "prior information" or "prior information procedure".
- A corresponding hit list will be displayed from which you can select and view the relevant preliminary information in detail.

## Legal bases

- [§ 12 EU Vergabe- und Vertragsordnung für Bauleistungen - Teil A](#)
- [§ 27 Unterschwellenvergabeordnung](#)
- [§ 12 Vergabe- und Vertragsordnung für Bauleistungen – Teil A](#)
- [§ 38 Vorinformation - Verordnung über die Vergabe öffentlicher Aufträge \(Vergabeverordnung - VgV\)](#)
- [§ 17 Vorinformation - \(Vergabeverordnung Verteidigung und Sicherheit - VSVgV\)](#)
- [§ 36 Verordnung über die Vergabe von öffentlichen Aufträgen im Bereich des Verkehrs, der Trinkwasserversorgung und der Energieversorgung \(Sektorenverordnung - SektVO\)](#)
- [§ 23 Verordnung über die Vergabe von Konzessionen \(Konzessionsvergabeverordnung - KonzVgV\)](#)

## More information

Preliminary information should not be confused with preliminary information prior to the award of a tender. Preliminary information is the notification to a tenderer that his or her tender has been rejected.

### **What deadlines must be paid attention to?**

In certain procurement procedures, a published prior information notice that complies with the formalities makes it possible to significantly shorten the bidding period or to dispense with an announcement about an upcoming contract.

### **How long does it take to process**

The online information is provided immediately.

### **What are the costs?**

There are no fees to pay.