

Office of Government Procurement

Ms Margaret Falsey,
Committee Secretariat,
Committee of Public Accounts,
Leinster House,
Dublin 2.

5th December, 2017

Dear Ms Falsey,

I refer to my correspondence of 28th November regarding the meeting of Public Accounts Committee on 16 November 2017 and the discussion at that meeting with Mr Sean Ashe, Chief Executive of Kildare and Wicklow Education and Training Board. The Committee requested further a *"note on the purchase-to-pay card system"* from this Office.

I understand that the "purchase-to-pay card system" to which Mr Ashe refers to is the current Government Procurement Purchasing Card arrangement. This OGP's current framework agreement for Government Procurement Purchasing Cards came into effect on 26th April 2017. It replaced an earlier purchasing card framework which had been in place since early 2013. The Framework will be in place for two years with an option to extend by 12 months, with a maximum of three such extensions (a maximum of five years in total). The only fees payable relate to Government imposed duties.

It is important to note that a purchasing card does not negate a public body's obligations in relation to the Public Spending Code, public procurement law and policies, it simply provides a payment mechanism which significantly simplifies administration. The use of purchasing cards is particularly useful where a public body has a high volume of low value purchases where otherwise there would be a considerable volume of purchase requisitions, purchase orders, invoices, etc. The use of such cards reduces costs for public bodies, suppliers and ensures prompt payment to suppliers.

Clients using the Framework have access to web based services to report on and control card expenditure. In-line with each organisations financial control procedures, purchase cards can be controlled by placing restrictions on spend level and use within the designated categories of spend. There have been in excess of 100,000 transactions through the OGP purchasing Card programme in the year to date.



Oráig um Sholathar Poblais

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A Framework User guide is available to public sector clients on our website <http://www.ogp.gov.ie/>.

For your convenience I have attached the Framework User Guide, which includes a frequently asked questions section.

Current Users of the Framework include:

Adoption Authority of Ireland	Laois County Council
An Garda Síochána	Leitrim County Council
Clare County Council	Limerick City Council
Commissioners for Irish Lights	Limerick County Council
Cork City Council	Longford County Council
Cork County Council	Longford County Council
Department of Foreign Affairs And Trade	Mayo County Council
Dept. of An Taoiseach	Meath County Council

I trust the information provided in this letter is of use to the Committee. If the Committee has further questions in relation to this matter, please forward them to this Office.

Yours sincerely,

Paul Quinn

Chief Procurement Officer