

5 May 2023

Collection of documents and information on procurements of RRF-funded projects and acceptance of procurement costs in payments

If the beneficiary is a contracting entity within the meaning of section 5 of the Finnish Act on Public Procurement and Concession Contracts (1397/2016) that purchases goods or services for its project, the Academy of Finland must, in accordance with the EU RRF Regulation (Regulation (EU) 2021/241 of the European Parliament and of the Council establishing the Recovery and Resilience Facility), collect and verify certain information on the supplier of the services or goods (contractor) related to the project of the contracting entity and its possible subcontractors.

On 28 February, the Academy of Finland issued guidelines on the collection of data on contractors, subcontractors and beneficiaries. The attached instructions are also available on the [Academy of Finland's RRF website](#) in the 'Instructions and forms' section. The Academy will check the information three times a year concurrently with the payment requests.

In order to verify the procurement and the relevant contractor, subcontractor and beneficiary information, RRF-funded projects are asked to send the documents relating to public contracts, where applicable: contract notice, tender notice, opening protocol, reference document for tenders, tender document for the selected tender, award decision, award notice (if applicable), contract and any changes to the contract and invoices for the procurement. If procurements can be considered the measure's core activities, for procurements below national and EU thresholds, an invoice is also requested.

The procurement documents shall be submitted by email to rrf@aka.fi, for the payments that include the contracts for which the beneficiary is obliged to provide information on contractors, subcontractors and beneficiaries. The Academy of Finland will accept the cost of the acquisition as part of the payment once the requested documents and information have been provided and verified. There may be a delay in the processing of payments involving procurement due to the verification.

The new instructions concern the payment of costs in 2023 and onwards.

As regards contracts already approved in 2022, the Academy of Finland will send a separate request concerning the completion of the contractor, subcontractor and beneficiary information to projects whose payments have included contracts where the beneficiary is obliged to disclose the contractor, subcontractor and beneficiary information.

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Attachment/s:

- A/2023/00294-1 - Täydennys RRF-rahoituksella rahoitettujen hankkeiden toimeenpano- ja raportointivaatimukseen / Addition to the implementation and reporting requirements of RRF funded projects

Distribution:

- Principal investigators