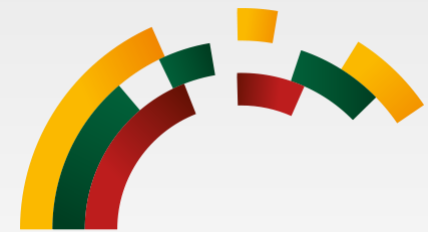




# Subscription of public procurements in CVP IS



V I E Š Ū J Ū  
P I R K I M Ū  
T A R N Y B Ā

# Subscription available at <https://pirkimai.eviesiejipirkimai.lt>

(instruction for subscription with Internet Explorer browser)

The screenshot displays the CVP IS website interface. At the top, there are logos for 'centrinė viešųjų pirkimų informacinė sistema', 'VIESŲJŲ PIRKIMŲ TARNYBA', 'BPD', and the European Union flag. The main content area is divided into several sections:

- Prisijungimas prie CVP IS:** A login section with input fields for 'Prisijungimo/naudotojo vardas' and 'Slaptažodis', and buttons for 'Prisijungti' and 'Pamiršote slaptažodį?'. There is also a small flag icon.
- Naujų naudotojų registracija / Registration for new users:** A section with text in Lithuanian and English explaining the registration process for contracting authorities and business representatives. Below the text is a link: 'Užpildyti registracijos formą. / To complete the registration form'.
- Instruction how to develop and submit a tender:** A section with text explaining that registration and services are free of charge. Below this is a link: 'Užsisakykite jus dominančius skelbimus RSS formatu'.
- Skelbimai:** A section with links for 'Pirkimų skelbimai nuo 2017 m. liepos 1 d.', 'Pirkimų skelbimai iki 2017 m. liepos 1 d.', and 'Europos Sąjungos viešųjų pirkimų skelbimai (TED)'.
- Vieša informacija:** A section with links for 'Tarptautinio pirkimo vertės ribos (nuo 2020-01-01)', 'Tarptautinio pirkimo, atliekamo gynybos ir saugumo srityje, vertės ribos (nuo 2020-01-01)', 'Tarptautinės koncesijos vertės ribos (nuo 2020-01-01)', 'Ankstesnės tarptautinės ribos', 'Perkančiųjų subjektų patvirtinti mažos vertės pirkimų tvarkos aprašai (nuo 2017-07-01) ir perkančiųjų organizacijų patvirtintos supaprastintų viešųjų pirkimų taisyklės (iki 2017-06-30)', and 'VPI 23 str. nurodytų įmonių prekių, paslaugų ar darbų sąrašai'.

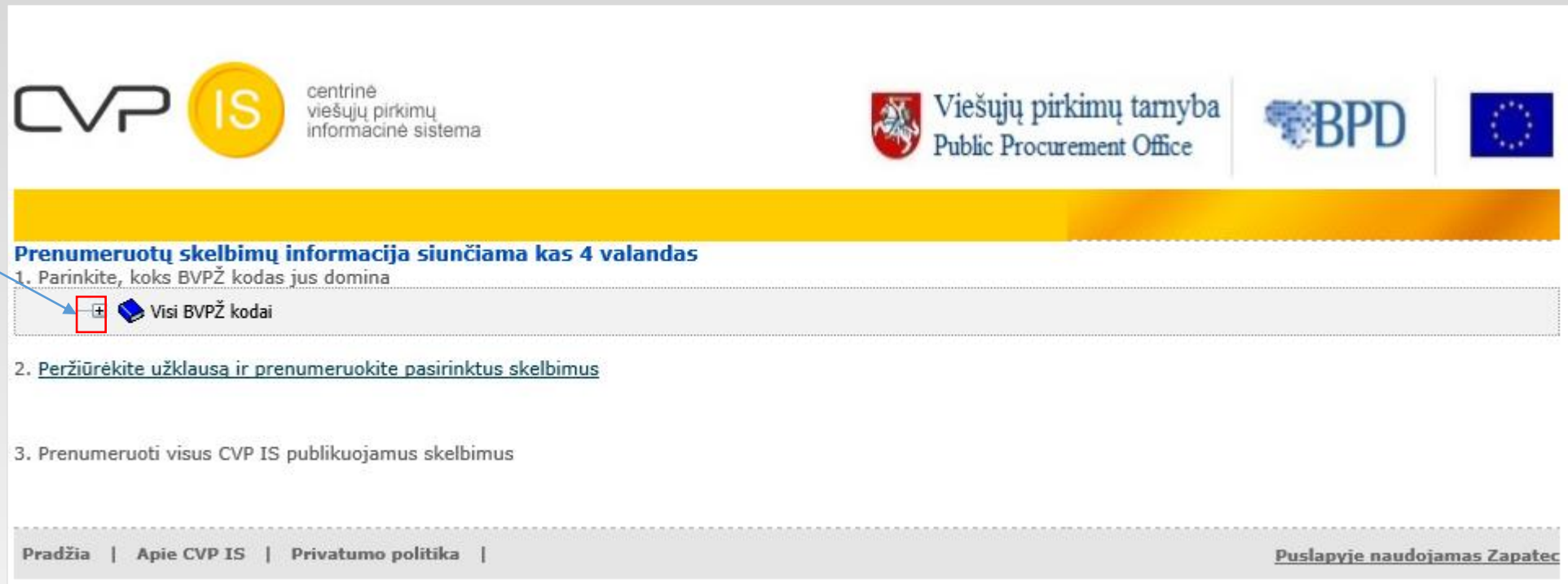
At the bottom left, there is an RSS icon and a link 'Viešųjų pirkimų skelbimai RSS'. A red box highlights the link 'Užsisakykite jus dominančius skelbimus RSS formatu', which is pointed to by an arrow from the text 'Click on the marked link'.

Click on the marked link

Viešųjų pirkimų skelbimai RSS

Užsisakykite jus dominančius skelbimus RSS formatu

*You can subscribe notices to ads by purchase CPV code*



The screenshot shows the header of the CVP IS website. On the left, the logo consists of 'CVP' in a stylized font and 'IS' in a yellow circle, with the text 'centrinė viešųjų pirkimų informacinė sistema' below it. On the right, there are logos for the Lithuanian Public Procurement Office (Viešųjų pirkimų tarnyba), BPD, and the European Union flag.

Below the header is a yellow banner with the text: **Prenumeruotų skelbimų informacija siunčiama kas 4 valandas**

Step 1: **1. Parinkite, koks BVPŽ kodas jus domina**

Below this step is a selection box containing a plus sign icon and the text 'Visi BVPŽ kodai'. A red box highlights the plus sign, and a blue arrow points from the text 'Expand the CPV code list by pressing the plus "+" sign' to it.

Step 2: **2. Peržiūrėkite užklausa ir prenumeruokite pasirinktus skelbimus**

Step 3: **3. Prenumeruoti visus CVP IS publikuojamus skelbimus**

At the bottom, there is a footer with links: 'Pradžia | Apie CVP IS | Privatumo politika |' and 'Puslapyje naudojamas Zapatec'.

*Expand the CPV code list by pressing the plus "+" sign*



# Select the CPV code of interest

Select the CPV code of interest



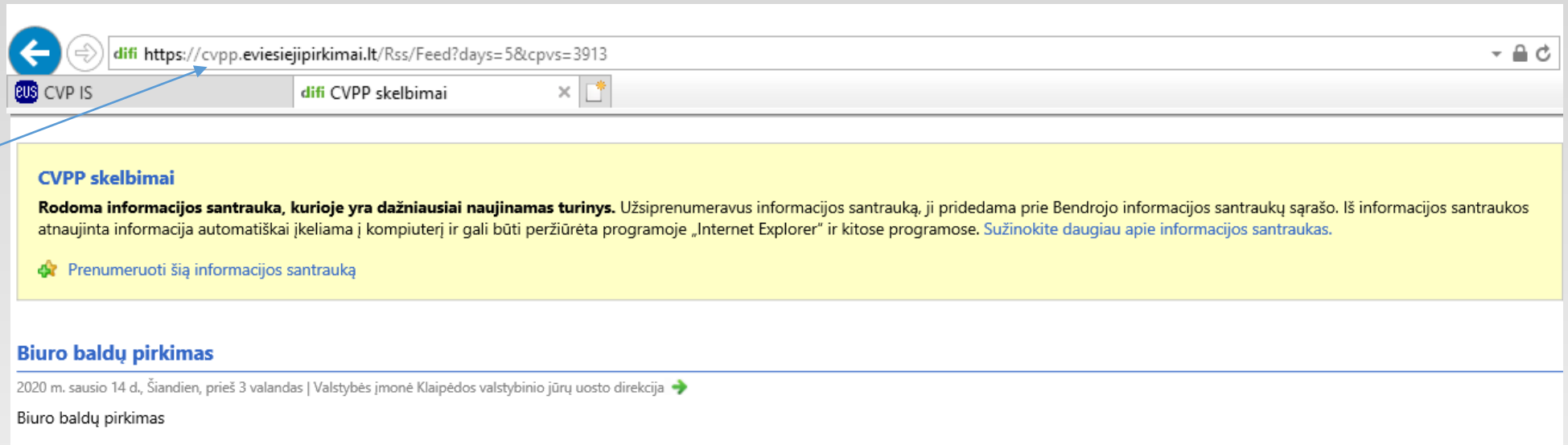
Click on the link

2. [Peržiūrėkite užklausą ir prenumeruokite pasirinktus skelbimus](#)



# Copy the web address

*Review selected ads and if your ads were properly selected, copy the web address*



The screenshot shows a web browser window with the address bar containing the URL: `https://cvpp.eviesiejipirkimai.lt/Rss/Feed?days=5&cpvs=3913`. The browser tabs show "CVPP IS" and "CVPP skelbimai". The main content area has a yellow background and contains the following text:

**CVPP skelbimai**  
**Rodoma informacijos santrauka, kurioje yra dažniausiai naujinamas turinys.** Užsiprenumeravus informacijos santrauką, ji pridedama prie Bendrojo informacijos santraukų sąrašo. Iš informacijos santraukos atnaujinta informacija automatiškai įkeliama į kompiuterį ir gali būti peržiūrėta programoje „Internet Explorer“ ir kitose programose. [Sužinokite daugiau apie informacijos santraukas.](#)

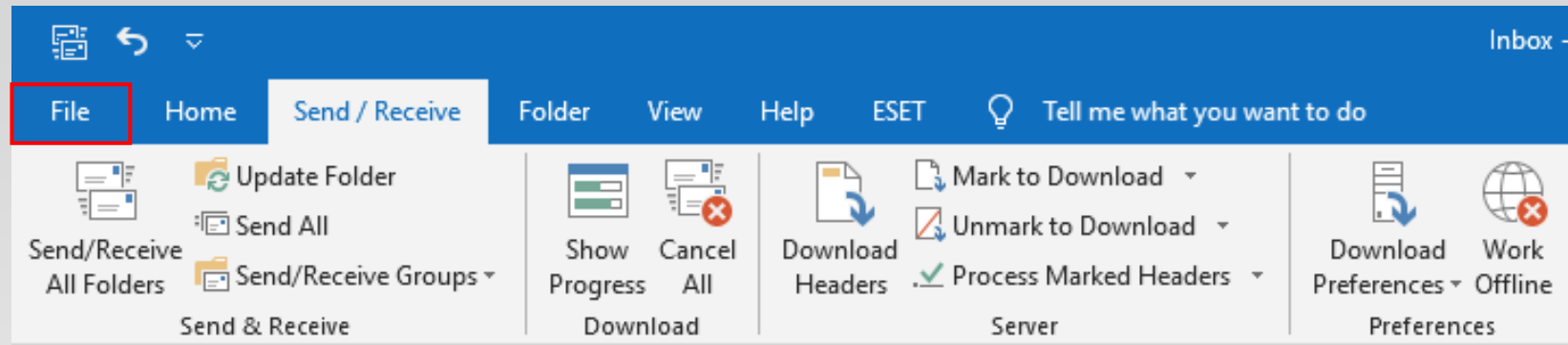
[Prenumeruoti šią informacijos santrauką](#)

**Biuro baldų pirkimas**  
2020 m. sausio 14 d., Šiandien, prieš 3 valandas | Valstybės įmonė Klaipėdos valstybinio jūrų uosto direkcija →  
Biuro baldų pirkimas

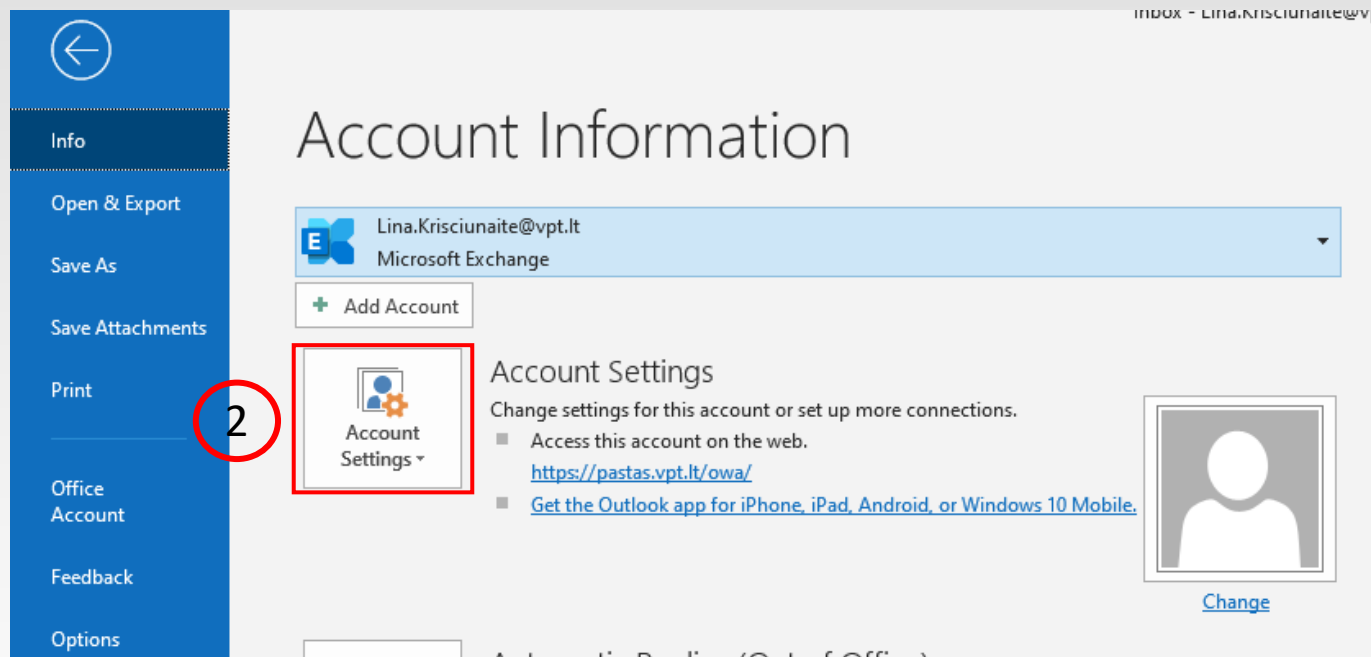
**Note!** The copied web address you need to paste into a mail program that supports RSS feeds. On subsequent slides you will see an example how to do this in Microsoft Outlook program.

# RSS settings in Microsoft Outlook

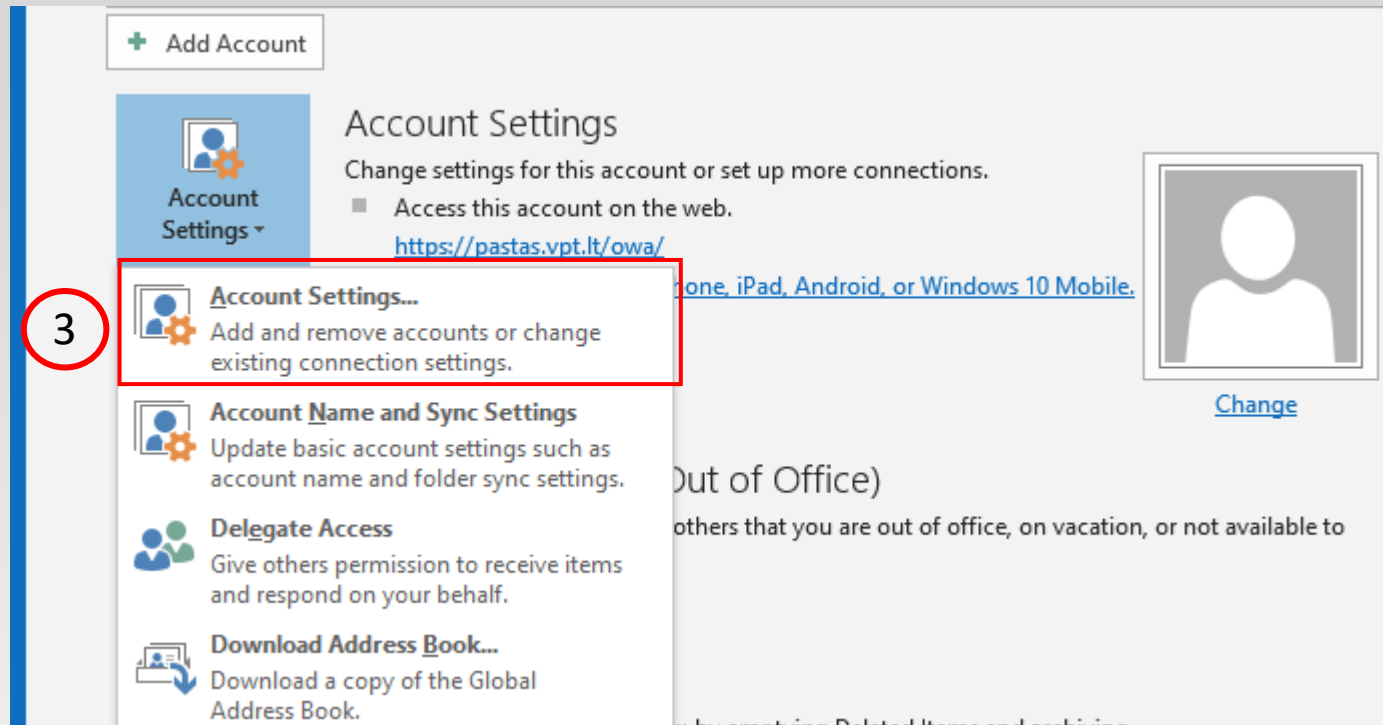
1



2



# RSS settings in Microsoft Outlook



The screenshot shows the 'Account Settings' page in Microsoft Outlook. At the top left, there is a '+ Add Account' button. Below it, the 'Account Settings' section is highlighted with a blue background and contains a gear icon and the text 'Account Settings'. To the right of this section, there is a description: 'Change settings for this account or set up more connections.' Below this, there is a checkbox for 'Access this account on the web.' with a URL: <https://pastas.vpt.lt/owa/>. To the right of the URL is a placeholder for a profile picture with a 'Change' link below it. A red circle with the number '3' is positioned to the left of a red-bordered box that highlights the 'Account Settings...' option in the left-hand menu. This option includes a gear icon and the text 'Add and remove accounts or change existing connection settings.' Below this are other menu items: 'Account Name and Sync Settings' (update basic account settings), 'Delegate Access' (give others permission), and 'Download Address Book...' (download a copy of the Global Address Book).

+ Add Account

**Account Settings**  
Change settings for this account or set up more connections.

- Access this account on the web.  
<https://pastas.vpt.lt/owa/>

**Account Settings...**  
Add and remove accounts or change existing connection settings.

**Account Name and Sync Settings**  
Update basic account settings such as account name and folder sync settings.

**Delegate Access**  
Give others permission to receive items and respond on your behalf.

**Download Address Book...**  
Download a copy of the Global Address Book.

[Change](#)

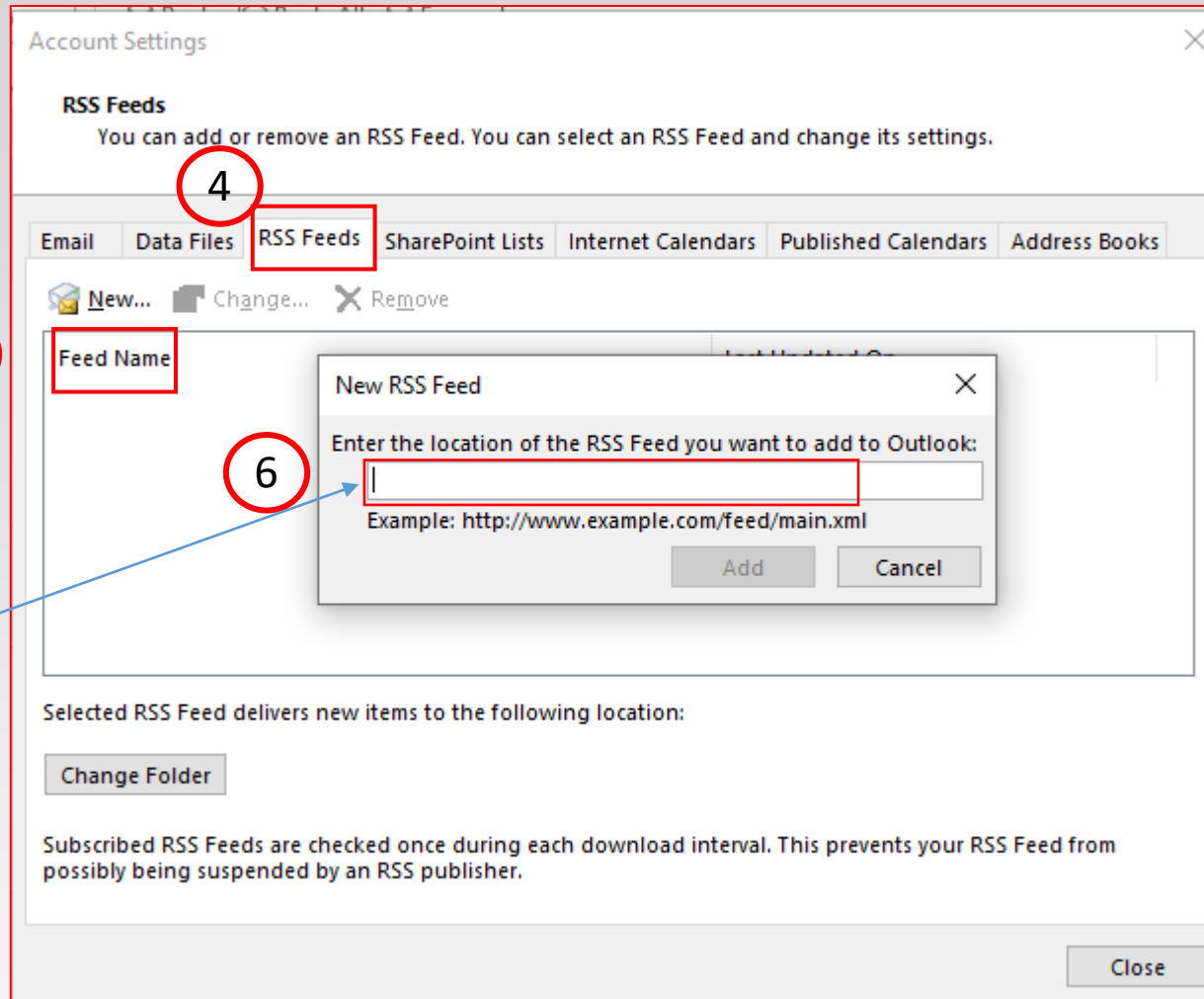
Out of Office)

others that you are out of office, on vacation, or not available to

# RSS settings in Microsoft Outlook

*In your account settings select „RSS Feeds“ and click the “New“*

*Enter copied the web address with RSS feeds (from slide 5)*





# RSS settings in Microsoft Outlook


New RSS Feed

Enter the location of the RSS Feed you want to add to Outlook:

Example: <http://www.example.com/feed/main.xml>

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RSS Feed Options

 Use the choices below to configure options for this RSS F

**General**

Feed Name:

Channel Name: CVPP skelbimai

Location: <https://cvpp.eviesiejipirkimai.lt/Rss/Feed?days=5&cpvs=3913>

Description: Notices published in last 5 days.

**Delivery Location**

Items from this RSS Feed will be delivered to the following location:

[Lina.Krisciunaite@vpt.lt/RSS Subscriptions/CVPP skelbimai](#)  
C:\Users\LKrisciunaite\AppData\Local\Microsoft\Outlook\Lina.Krisciunaite@vpt.lt - Past

**Downloads**

Automatically download enclosures for this RSS Feed

Download the full article as an .html attachment

**Update Limit**

Use the publisher update recommendation. Send/Receive groups do not update more frequently than the recommended limit to prevent your RSS Feed from being suspended by the content provider.

Current provider limit: Not published.

8

Technical support  
Email: [pagalba@vpt.lt](mailto:pagalba@vpt.lt)



V I E Š Ū J Ū  
P I R K I M Ū  
T A R N Y B A