

Instructions for the use of the standard form 14 "Corrigendum" (F14)

F14 is used during ongoing procedures for announcing small changes in notices already published. Corrigendum notices are published within 5 days of dispatch.

The "new" F14 (applying 2014 Directives) has to be used to correct notices published using either "old" (2004 Directives) or "new" (2014 Directives) forms.

1. F14 is used for announcing **small changes**. Please note that if there are significant changes, the notice should be republished. F14 shall NOT be used for:
 - Changing the type of contract,
 - Changing the type of procedure,
 - Changing the directive reference,
 - Cancelling a contract notice (standard form F02).
2. F14 is used for announcing changes in **notices already published**
 - Changes introduced with F14 shall refer only to notices previously published in TED. Please provide the reference of the related original notice published in TED.
 - Please indicate clearly the related section and the paragraph number in the original notice to be modified.
 - The text to be modified in the "*instead of*" part has to correspond exactly to the text published in the related original notice.

N.B. For more than one modification the button "+" gives the possibility to open additional "*instead of*" parts.
3. F14 is used for announcing **changes in notices**
 - The body of F14 shall not be used to introduce changes to the tender documents (technical specifications). However, it's possible to use point VII.2) "*Other additional information*" ONLY to inform that there are changes in the tender documents.
4. F14 is used during **ongoing procedures**
 - F14 is no longer used to inform about **incomplete** or **unsuccessful** procedures. This is done by using the **contract award notice** (F3, F6...), where non-award can be indicated, per lot, in section V.1.
 - F14 is not used to inform about modifications of a contract/concession during its term. For that purpose, please use F20.
5. Corrigendum notices are published within 5 days from dispatch.
 - If the corrigendum introduces changes to a call for competition, please make sure that economic operators have sufficient time to take into account any changes before submitting a tender and, if necessary, extend the **deadline** for submission.
 - If the changes require prolongation of deadlines, take into account that these may affect other deadlines previously announced.