BMAP – Bidding Market Platform

User Manual

14/05/2020

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Introduction

BMAP (Bidding Market Platform) is a web-based Bidding platform where BSPs (Balancing Service Provider) nominate their FCR, aFRR and mFRR Energy bids.

The **main functionalities** of BMAP are the following:

- Ability for the BSP to visualize the energy bids they submitted
- Ability for the BSP to create and manage their submitted energy bids for current and following days
- Ability for the BSP to update their energy bids close to real-time in order to ensure a high reliability
- Ability for the BSP to generate reports containing the submitted energy bids

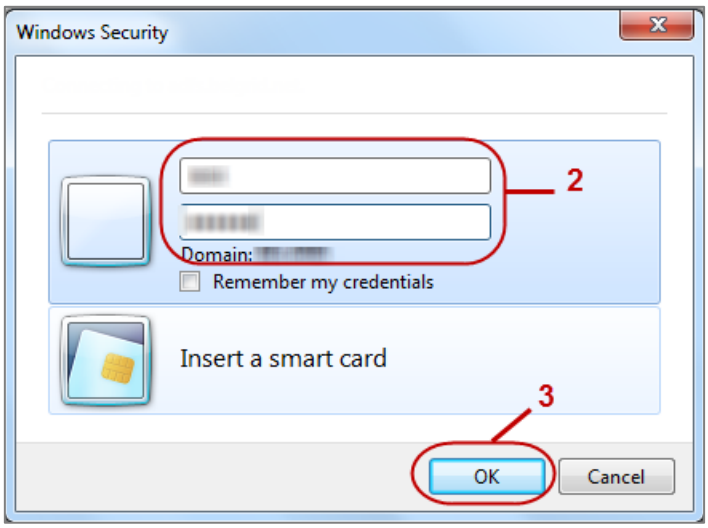
BMAP provides two interfaces:

- **B2C**: A web-based user interface you can access through a standard web browser, as described in this User Manual, in order to submit your energy bids using a user interface.
- **B2B:** A web-service interface (XML-based messages) which enables you to connect your IT platform directly to BMAP in order to submit your energy bids. A Developer Guide is available on ELIA website.

1 BMAP Login

1.1 How to log in to BMAP

1. Navigate to the address: https://bmap.elia.be
2. Enter your **username** and your **password**
3. Click on **OK**



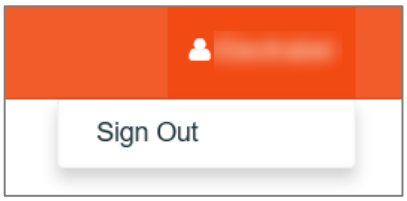
Once you have logged in, the BMAP interface will open

Note

If you don't have an account yet, please contact your **Elia Contract Manager (contracting_AS@elia.be)** in order to create one.

1.2 How to sign out of BMAP

Once you wish to sign out of BMAP, you just have to click on your username in the top right corner and then on Sign out:



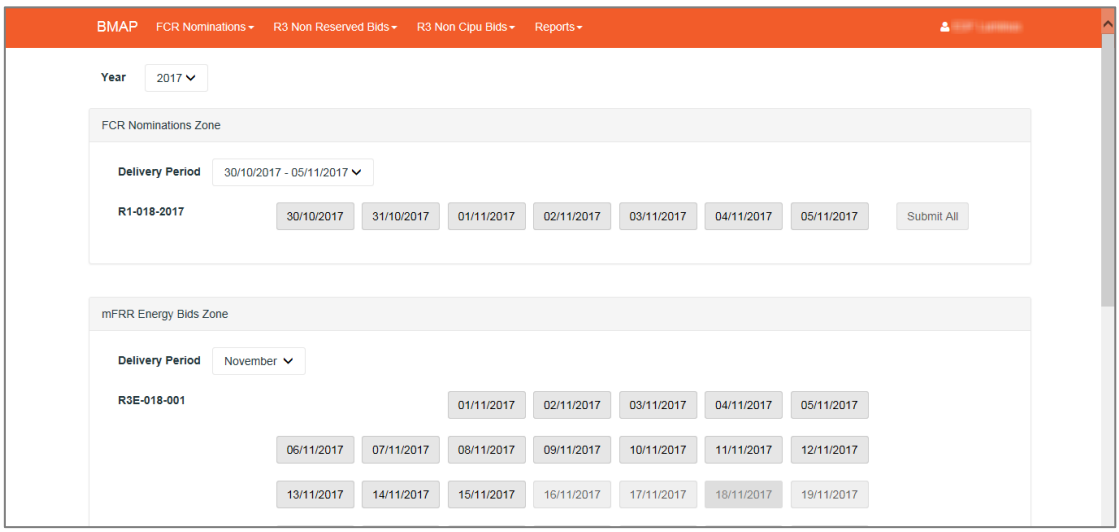
2 Acronym/Abbreviations

ACRONYM/ ABBREVIATION	DEFINITION
BSP	Balancing Service Provider
BRP	Balancing Responsibility Provider
GU	Grid User
DP	Delivery Point
BMAP	Bidding Market Platform
FCR	Frequency Containment Reserves
aFRR	Automatic Frequency Restoration Reserves
mFRR	Manual Frequency Restoration Reserves
NC	Non-Contracted

3 Interface: BMAP General interface

After you have successfully logged in, the **homepage** of BMAP opens:

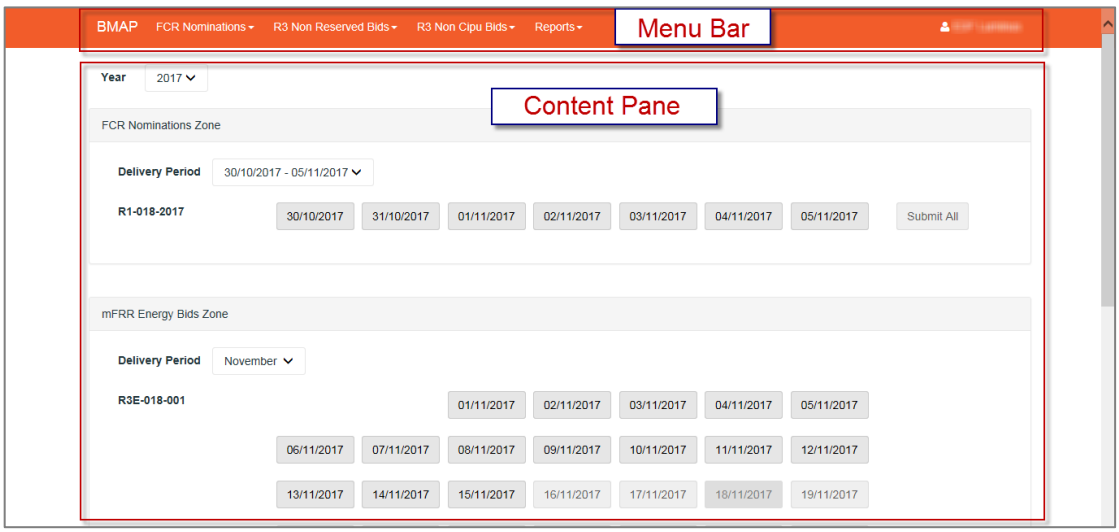
To return to the homepage of BMAP, click on BMAP in the top left corner.



As you can see, the homepage consists of a dashboard that gives an overview of the current or most recent period for which the BSP has a valid contract and obligation.

The **BMAP interface** consists of two parts:

- The **menu bar** on top of the screen
- The **content pane** in the middle of the screen which contains information related to the selected screen in the menu bar



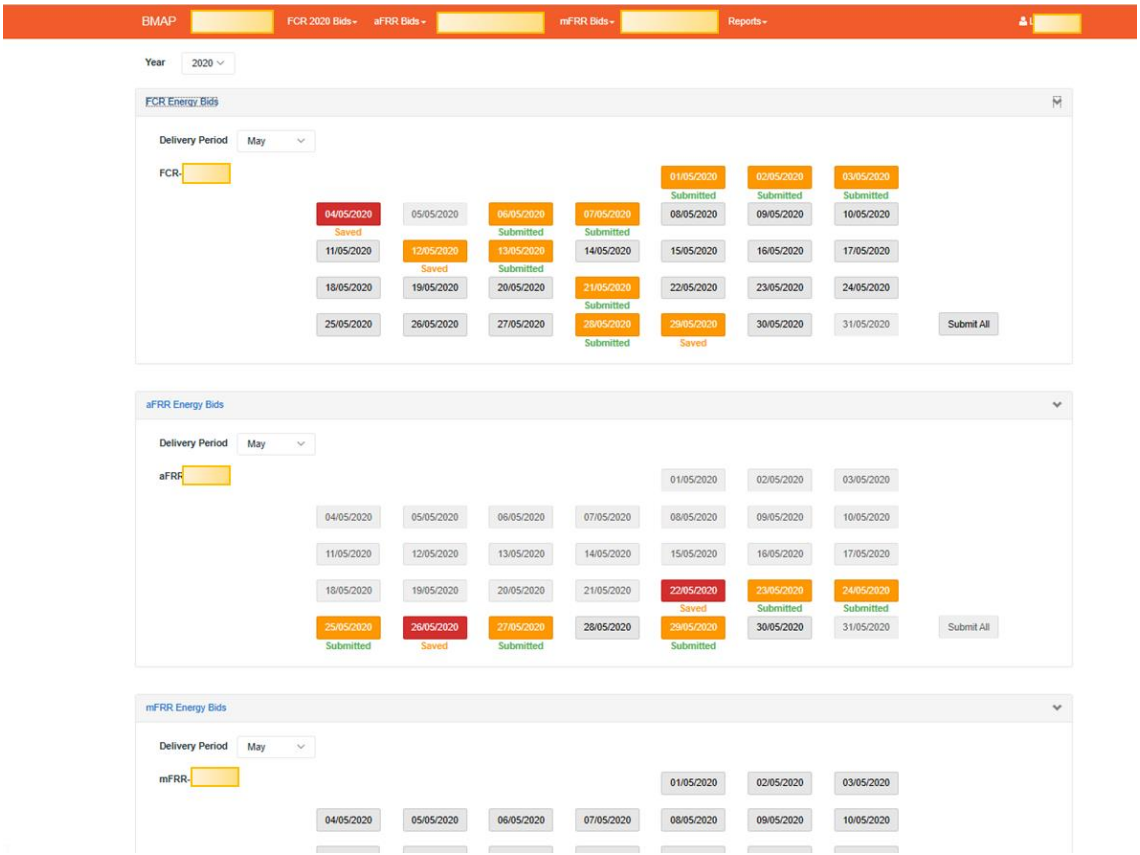
The **Menu Bar** consists of the **five sub-menus**, a **Sign out** button:

- BMAP Homepage button: Brings you back to the homepage of BMAP with the Energy Bids overview

- The sub-menu **FCR 2020 bids**: Here you can create and manage your FCR DP SU and DP PG Energy Bids.
- The sub-menu **aFRR Energy Bids Zone**: Here you can create and manage your aFRR energy Bids.
- The sub-menu **mFRR Energy Bids Zone**: Here you can create and manage your mFRR energy Bids.
- The sub-menu **Reports**: Here you can generate reports in several formats such as Excel, PDF and Word.
- The **User** button: By clicking on it, you can choose to sign out of the application

4 Interface: Common Dashboard

The common dashboard is a one-screen interface that gives you an overview of your FCR, aFRR and mFRR energy bids.



The Common Dashboard consists of the following items:

- The field **Year** enables you to select the year of the data you want to access
- Two main content zones:
  - **Delivery Period** which enables you to select the period (week or month) for which you want to have an overview of the days and their respective status
  - **FCR Energy Bids Zone** that enables you to visualize and manage for a

selected month the status of the FCR Energy Bids.

- **aFRR Energy Bids Zone** that enables you to visualize and manage for a selected month the aFRR Energy Bids.
- **mFRR Energy Bids Zone** that enables you to visualize and manage for a selected month the mFRR Energy Bids.

The status colors displayed in the common dashboard reflect the statuses of the FCR Energy Bids, aFRR Energy Bids and mFRR Energy Bids available in the specific overview screens as described in the following sections.

The following colors are possible:

- **Green**: All obligations of the specified Energy Bids are fulfilled. Meaning that the BSP nomination is equal to the obligation.
- **Orange**: At least one QH of the considered day where the BSP does not meet its obligation. This status is only a warning. You can submit the Energy bids in this status.
- **Red**: There is at least one QH where the BSP does not meet its obligation. The BSP is trying to nominate more than its Obligation. The saved information cannot be submitted. You have to update the related energy bids in order to submit them.

Below each day you will find an indication about the submission status

- **Submitted**: All Energy Bids are submitted
- **Saved**: there are not yet submitted Energy Bids. You can use the **submit all** button to submit the non-submitted data or navigate towards the overview of the related day to check the data and submit them.

Note

When you click on a specific day in the common dashboard, you directly access to the Energy bid overview for the selected day and product.

Note – Submit all

You can submit all the non-submitted FCR energy bids, aFRR energy bids and mFRR energy bids directly from the common dashboard by clicking on the related **Submit All** buttons. Only the energy bids for current day and future days will be submitted.

In case some days have a status = error, the related energy bids will not be submitted.

5 How to manage FCR energy bids

5.1 2-Step Submission Process

Creating or updating FCR Energy Bids in BMAP is a 2-step process. You first create or update your Energy Bids information and **save** this data and when you have finalized the data editing you must **submit** the energy bids.

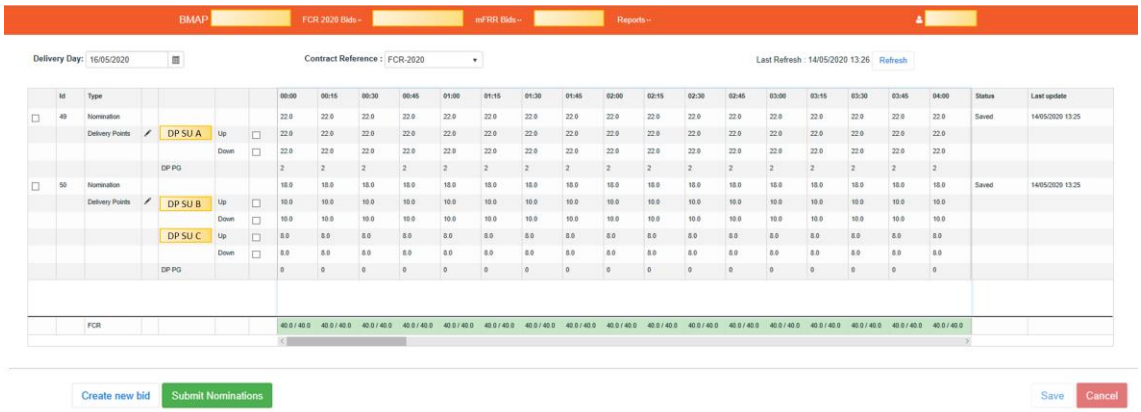
It is important to note that only the **submitted** information will be transmitted to ELIA processes. All the information in Saved status **will not be considered** by ELIA.

Tip

You can quickly visualize if there are not-submitted data in the Common Dashboard.

5.2 Content Pane

The **Content Pane** consists of the following items:



- The field **Delivery Day**: here you can select the day of your choice with regards to the energy bids you want to display or create (see chapter 5.3 Gate Timings & Neutralization Delay for the rules concerning new energy bids)
- The field **Contract Reference**: here you can select the contract reference for which you want to create/manage your energy bids.
- The **Refresh** button: click here to refresh the data in the content pane.

The **Energy Bids Overview**: Here you can visualize and edit the energy bids (see chapter 5.5 and 5.6). Energy Bids Overview includes a **BSP Nominations Totals table under the list of Energy Bids**. Here you can visualize the totals of your Energy Bids in comparison to your contractual obligations and the validation status of each QH.

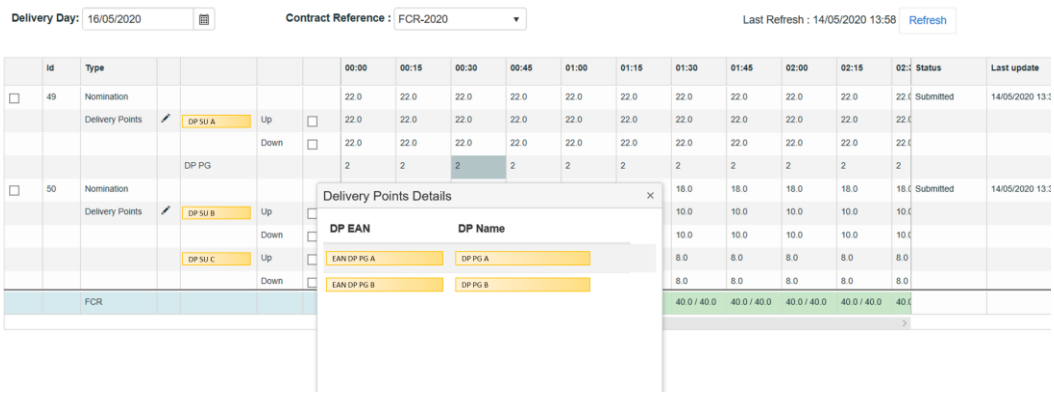
There are **fouraction buttons** on the bottom of the screen:

- The button **Create new bid**: click here to create a new Energy Bid.

-
- The button **Submit Nominations**: click here to submit not-submitted saved Energy Bids. It is only possible to submit Energy Bids that contain no error (see Chapter 5.4).
- The button **Save**: click here to save your new Energy Bids or your modifications
- The button **Cancel**: click here to cancel the modifications you just made

Note

To see the DP PG included in the Energy Bid, you can click on the number in the DP PG line of the energy bid



5.3 Gate Timings & Neutralization Delay

- **Gate Timings:**
  For FCR, it is possible to create Energy Bids for all days for which you have an Obligation starting from today.

  When selecting a Delivery Day, you can:
  - select all the days in the **past** in **read-only** mode
  - select the **current day** in **editable** mode if you have an obligation
  - select the **next days for which you have an Obligation** in **editable** mode

- **Neutralization Delay:**
  It corresponds to a lapse of time where you **cannot edit** the energy bids for the **3 following QHs**, taking into account the real time. This means that your energy bids are fixed and cannot be updated for the 3 QH after Real-Time.

  So for example if it is currently 14h51, you won't be able to edit the energy bids in the past as well as the energy bids up until 15h45.

As you can see, the **greyed part** corresponds to the **Neutralization Delay**, while the **editable** part is in **another color**:

5.4 Energy Bids Validations

5.4.1 Obligation Checks

BMAP calculates dynamically the total volume of your Energy Bids for each QH. The Totals are displayed at the bottom of the Energy Bids overview table.

This table enables you to compare the total volume of your energy bids with your contractual obligations: **(totals of energy bids / Obligation).**

Based on this comparison BMAP automatically validates your nominations per Qh taking into account the following rules:

- If the total **volume = Obligation**: Energy bids are validated and status color is **green**.
- If the total **volume < Obligation**: Energy bids are validated but a warning status is showed as you don't fulfill your obligations. Status color is **Orange**
- If the total **volume > Obligation**: Energy bids are considered as invalid and they cannot be submitted. Status color is **Red**

Note

The displayed Obligations include all the secondary market exchanges you performed (ORT).

5.5 How to create a new FCR Energy Bid

BMAP allows you to create FCR Energy Bids.

The BSP must choose which DP SU's and list of DP PG are included in the Energy Bids. Note that you can allocate the nominations as you wish between the different Energy Bids but you cannot enter a nomination for an Energy Bid that surpasses the FCR contributions of the included DP's (SU and PG). An automated validation is performed by BMAP in order to prevent this case.

For the DP SU included in the Energy Bid, the BSP must fill in a contribution up and down. For the DP PG, no contribution up and down must be given but they are taken into account to calculate the maximum Energy Bid nomination.

The contribution up and down will be used to calculate the free margin of DP SU.

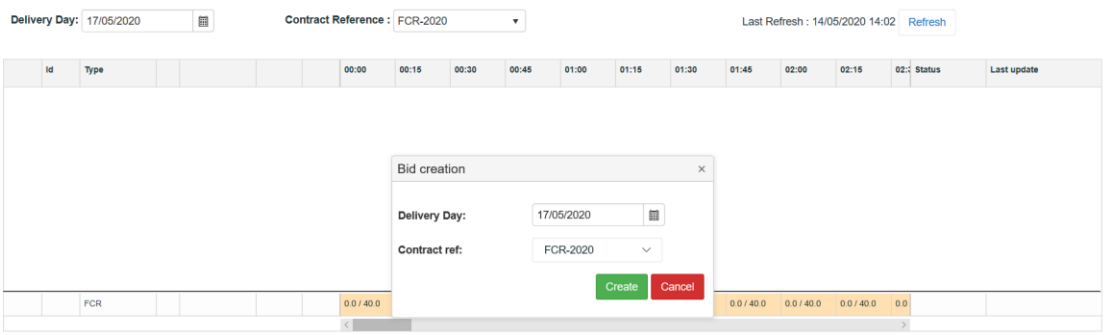
To create new energy bids:

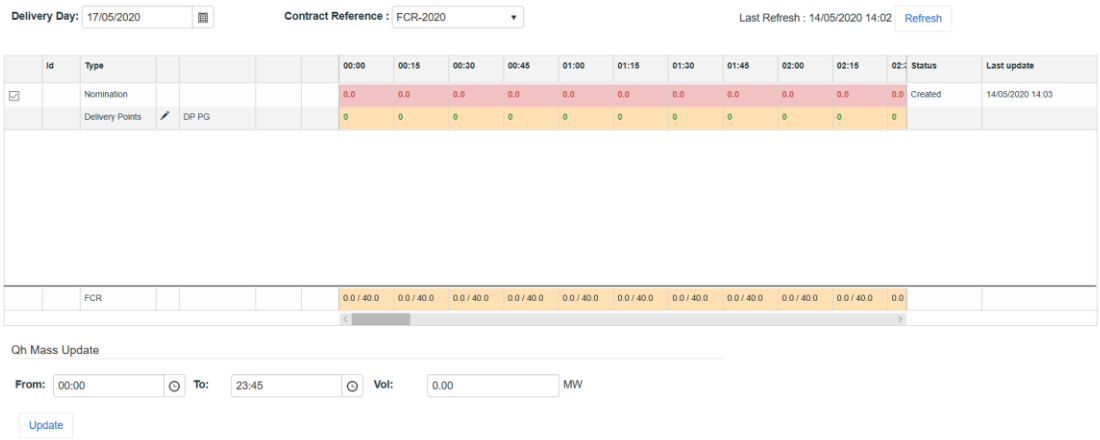
1. Open **BMAP**
2. Click on the tab **FCR 2020 Bids**

Note

You can only create new energy bids for days when the **gate** is **open** (see chapter 5.3 Gate Timings & Neutralization Delay.

3. Once you have selected the day for which you want to **Create** energy bids, the following screen appears where you have to enter the details of your energy bids:

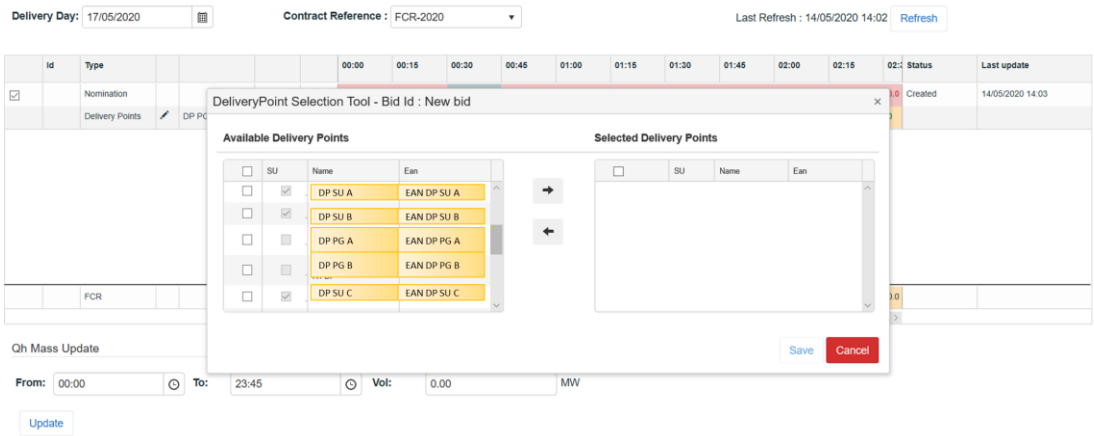




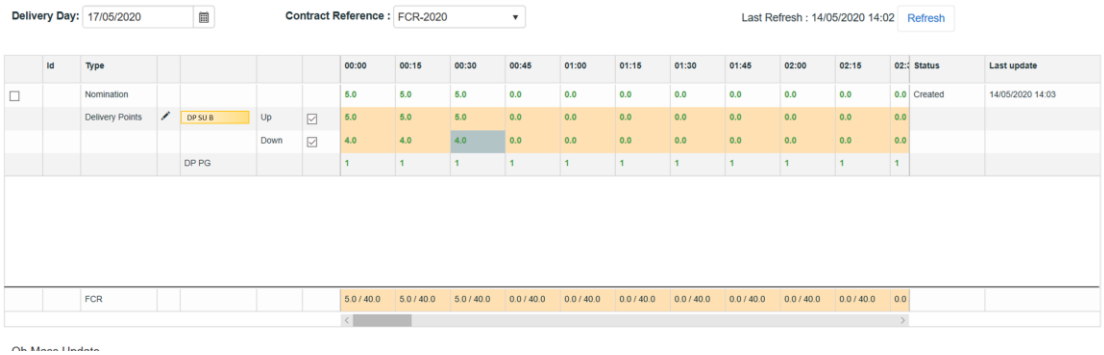
Note

The greyed QH cannot be modified. It takes into account the neutralization time as described in chapter 5.3 Gate Timings & Neutralization Delay.

4. Click on the pencil icon after **Delivery points** to add DP to your bid and click on **save**. To add a DP to the bid, check the checkbox before the DP and use upper arrow pointing to the right. To remove the DP again from the bid, use the lower arrow pointing to the left. The column “SU” before the DP indicates if a DP is from the type single unit (checked) or DP from the type providing group (unchecked)

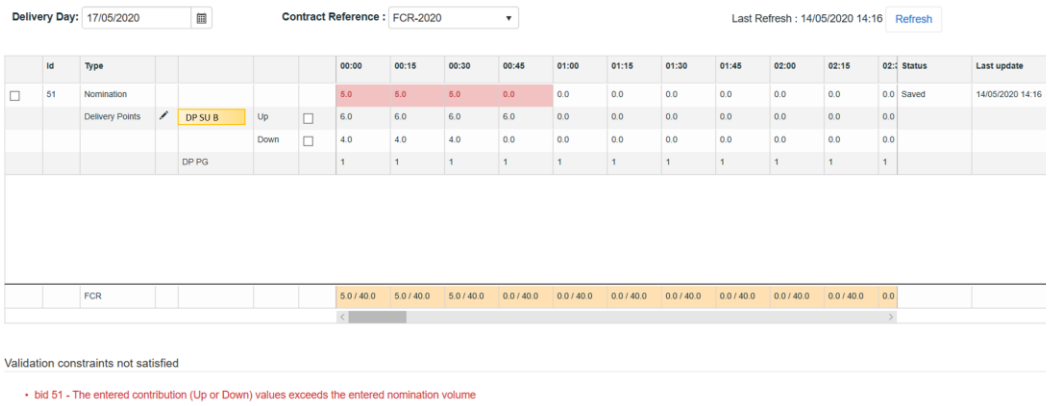


5. Click on the **Vol (MW)** fields you would like to edit and enter the **nomination** and the contributions **Up** and **Down** for the DP SU**.**



Note

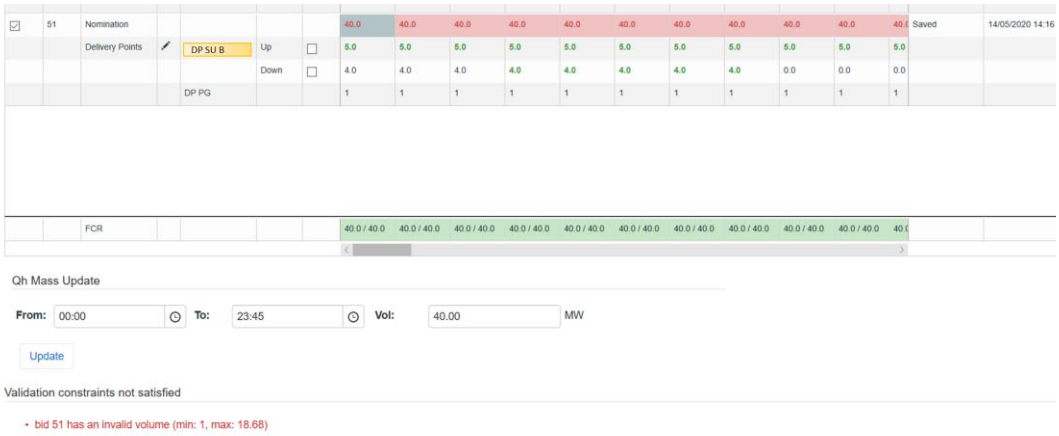
It is possible that the sum of the contribution Up and Down for the DP SUs is greater than the nomination of the energy bid. If the bid is saved, BMAP will give a warning message. The bid can be submitted to BMAP afterwards. The Qh for which the warning is given are marked in red for the nomination line.



6. Click on **Save**. It is important to note that as explained in Chapter 5.1, the Saved energy bids are not considered by ELIA. It is thus necessary to submit your energy bids using the **Submit** button.

Note

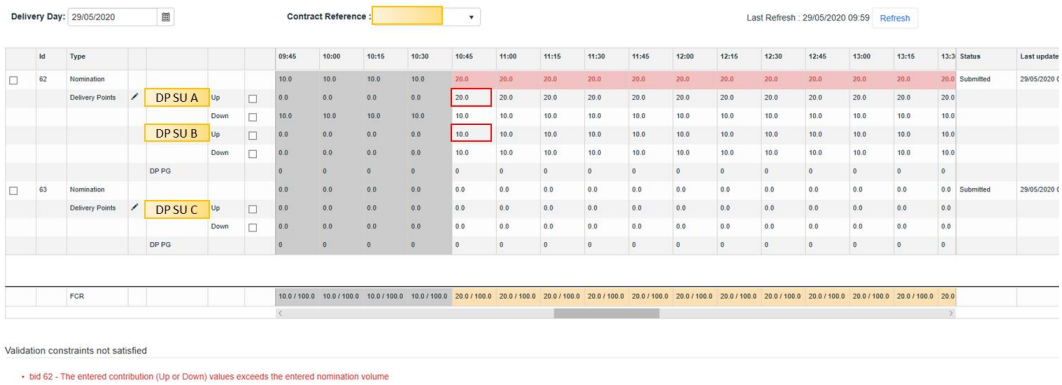
If a bid violates a validation rule, an error message is given preventing the bid from being saved. For the validation rules, please refer to the Terms and Conditions.



7. Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary energy bids. You will receive an email of confirmation with a PDF list of all the energy bids you submitted for the updated delivery day.

Note

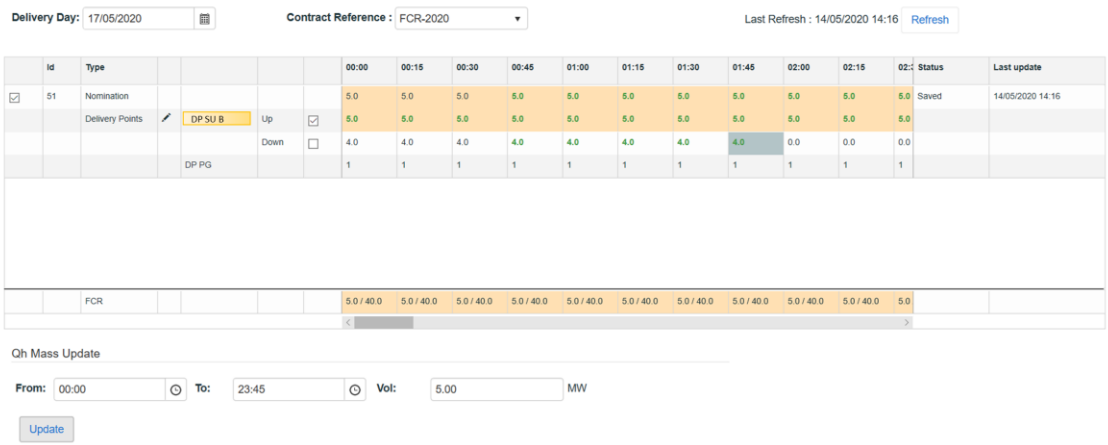
Warning message will not block the submission of bid. Bid will be submitted.



Tip – Mass Update

Use the **mass update** panel to update the **volume (MW)** of the selected part of the energy bid (nomination/Up/Down) by using the checkbox**.**

Select the time period (**From** and **To**) and the **volume** and click **update**.



5.6 How to edit an existing energy bid

Once you have created a new energy bid, the application also allows you to **edit** it.

Note however that you can **only edit** Energy Bids for the current day and the next days starting from the **Neutralization Delay** time lapse. This means that Energy Bids in the **past** are **not editable**.

To **edit** Energy Bids,

1. Click on the tab **FCR 2020 Bids**
2. Select the **Delivery Day** of your choice (current or next day, since days in the past are not editable)
3. Select the **energy bid**(s) of your choice
4. Enter the **data** of your choice in the concerned fields
5. Click on **Save**. It is important to note that as explained in Chapter 5.1, the Saved energy bids are not considered by ELIA. It is thus necessary to submit your energy bids using the **Submit** button.
6. Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary energy bids. You will receive an email of confirmation with a PDF list of all the energy bids you submitted for the updated delivery day.

5.7 How to generate a nomination report

BMAP allows you to generate bid reports which can be sent by mail to the concerned BSP.

To generate such a report:

1. Click on the tab **Reports**
2. Select **Download Reports**
3. Select FCR under the **Report** label and indicate in and in what **Format** you

want to receive the report.

4. Enter a **Start** and **End Date**
5. Click on **Download Report**

6 How to manage aFRR energy bids

6.1 2-Step Submission Process

Creating or updating aFRR Energy Bids in BMAP is a 2-step process. You first create or update your Energy Bids information and **save** this data and when you have finalized the data editing you must **submit** the energy bids.

It is important to note that only the **submitted** information will be transmitted to ELIA processes. All the information in Saved status **will not be considered** by ELIA.

Tip

You can quickly visualize of there are not-submitted data in the Common Dashboard.

6.2 Content Pane

The **Content Pane** consists of the following items:

- The field **Delivery Day**: here you can select the day of your choice with regards to the energy bids you want to display or create (see chapter 6.3 Gate Timings & Neutralization Delay for the rules concerning new energy bids)
- The field **Contract Reference**: here you can select the contract reference for which you want to create/manage your energy bids.
- The **Refresh** button: click here to refresh the data in the content pane.

The **Energy Bids Overview**: Here you can visualize and edit the energy bids (see chapter 6.5 and 6.6). Energy Bids Overview includes a **BSP Nominations Totals table under the list of Energy Bids**. Here you can visualize the totals of your Energy Bids in comparison to your contractual obligations and the validation status of each QH.

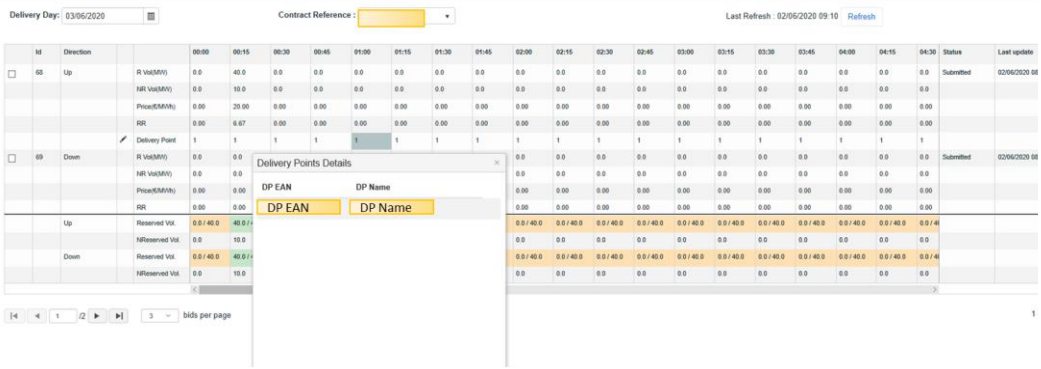
Each energy bid contains an upward part and a downward part with Reserved, non-reserved, price and delivery points filled in by the BSP and the Ramping Rate (RR) calculated by BMAP.

There are **four action buttons** on the bottom of the screen:

- The button **Create new bid**: click here to create a new Energy Bid.
- The button **Submit Nominations**: click here to submit not-submitted saved Energy Bids. It is only possible to submit Energy Bids that contain no error (see Chapter 6.4).
- The button **Save**: click here to save your new Energy Bids or your modifications
- The button **Cancel**: click here to cancel the modifications you just made

Note

To see the DP(s) included in the Energy Bid, you can click on the number in the Delivery Point line of the energy bid



6.3 Gate Timings & Neutralization Delay

- **Gate Timings:**
  For aFRR, it is possible to create Energy Bids for all days for which you have an Obligation starting from today.

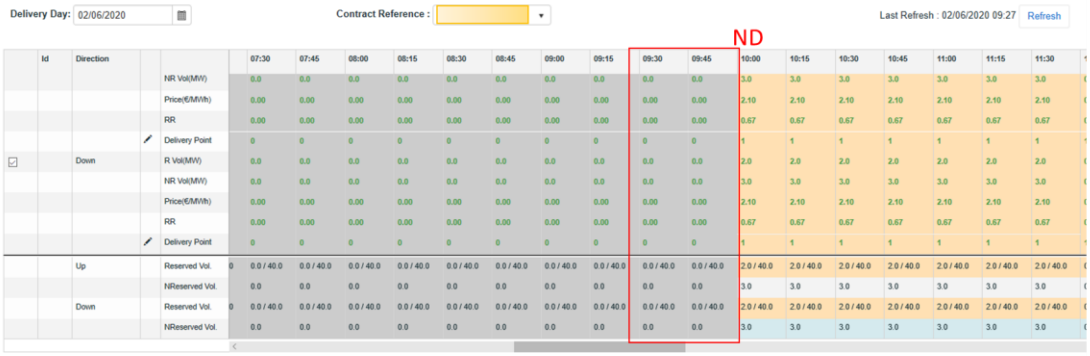
  When selecting a Delivery Day, you can:
  - select all the days in the **past** in **read-only** mode
  - select the **current day** in **editable** mode
  - select the **next days for which you have an Obligation** in **editable** mode

- **Neutralization Delay:**
  It corresponds to a lapse of time where you **cannot edit** the energy bids for the

25 minutes, taking into account the real time. This means that your energy bids are fixed and cannot be updated for the 1 or 2 QH after Real-Time.

So for example if it is currently 14h51, you won't be able to edit the energy bids in the past as well as the energy bids up until 15h30.

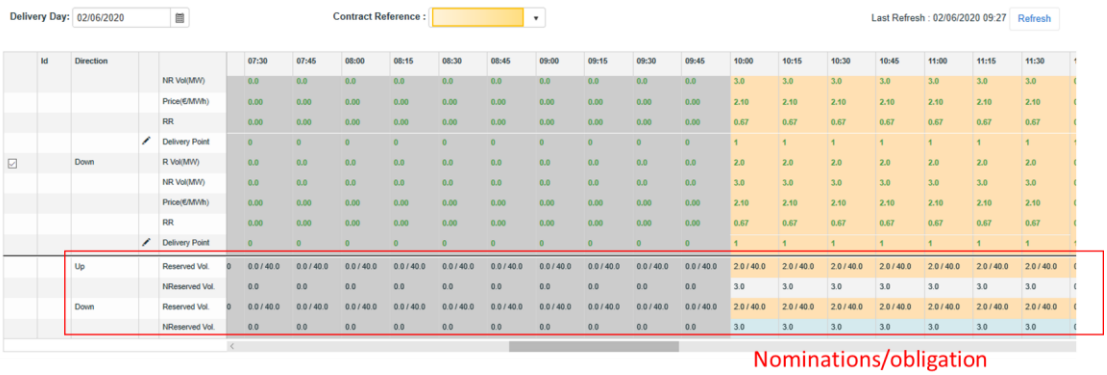
As you can see, the **greyed part** corresponds to the **Neutralization Delay**, while the **editable** part is in **another color**:



6.4 Energy Bids Validations

6.4.1 Obligation Checks

BMAP calculates dynamically the total volume of your Energy Bids for each QH. The Totals are displayed at the bottom of the Energy Bids overview table.



This table enables you to compare the total volume of your energy bids with your contractual obligations: **(totals of energy bids / Obligation).**

Based on this comparison BMAP automatically validates your nominations per Qh taking into account the following rules:

- If the total **volume = Obligation**: Energy bids are validated and status color is **green**.
- If the total **volume < Obligation**: Energy bids are validated but a warning status is showed as you don't fulfill your obligations. Status color is **Orange**
- If the total **volume > Obligation**: Energy bids are considered as invalid and they cannot be submitted. Status color is **Red**

Note

Only the reserved part of the bids will get a color.

The displayed Obligations include all the secondary market exchanges you performed (ORT).

6.4.2 RedZone Checks

In case a RedZone is defined for one or several ELIA Electrical zones, BMAP will dynamically verify that a bid you submit or update doesn't include a Delivery Point with a Reference Power higher than 25MW and which is located in a RedZone. Several cases are checked by BMAP:

- In case a RedZone is defined, BMAP blocks the creation of a new Bid which includes Delivery Points with a Reference Power higher than 25MW and which are located in the RedZone.
- In case the RedZone is created after the bid was created and submitted, and that this Bid includes Delivery Points with a Reference Power higher than 25MW and which are located in the RedZone, BMAP blocks any update of the Bid which increases the initial submitted volume. It is thus only possible to decrease the volume of this bid or remove the Delivery point located in the RedZone.

Note

In the Delivery Point selection screen, the Delivery Points with a Reference Power higher than 25MW and which are located in a RedZone are highlighted in red. They cannot be added to an existing or a new bid in case bid volumes > 0MW are present for the QH for which the RedZone is defined.

6.5 How to create a new aFRR Energy Bid

BMAP allows you to create aFRR Energy Bids.

The BSP must choose which DP(s) are included in the Energy Bids. In case a DP SU is selected, only one DP can be used in a bid. If a DP PG is selected, multiple DP PG can be used in a bid.

A bid always contains both directions, but a bid can contain zero's in one direction or have different volumes and price in the opposite direction.

The reserved and non-reserved volumes will be used to calculate the RR of the bid.

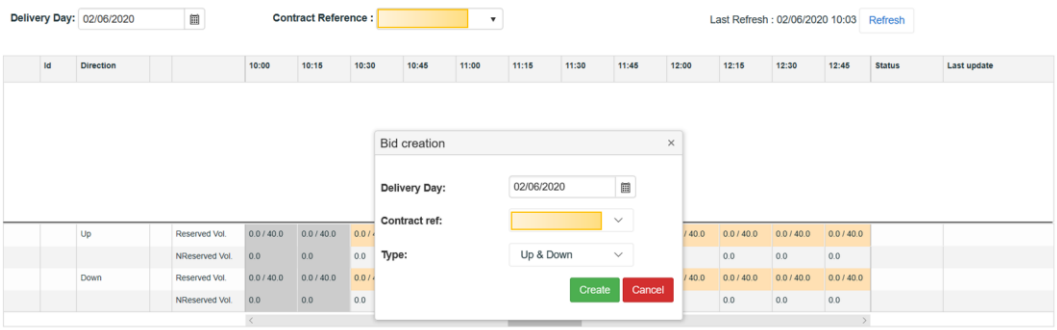
To create new energy bids:

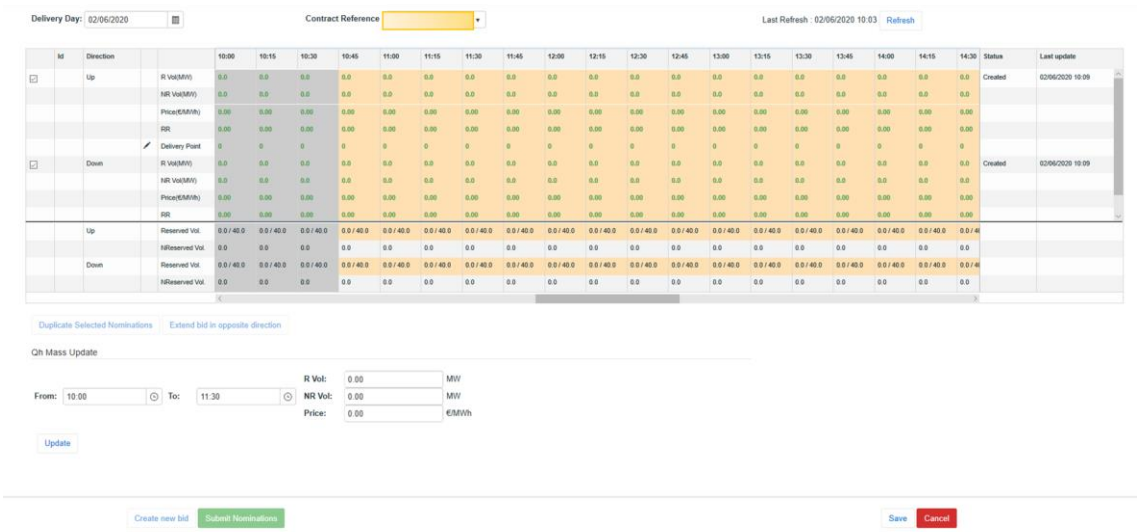
1. Open **BMAP**
2. Click on the tab **aFRR Bids**

Note

You can only create new energy bids for days when the **gate** is **open** (see chapter 6.3 Gate Timings & Neutralization Delay.

3. Once you have selected the day for which you want to **Create** energy bids, the following screen appears where you have to enter the details of your energy bids:

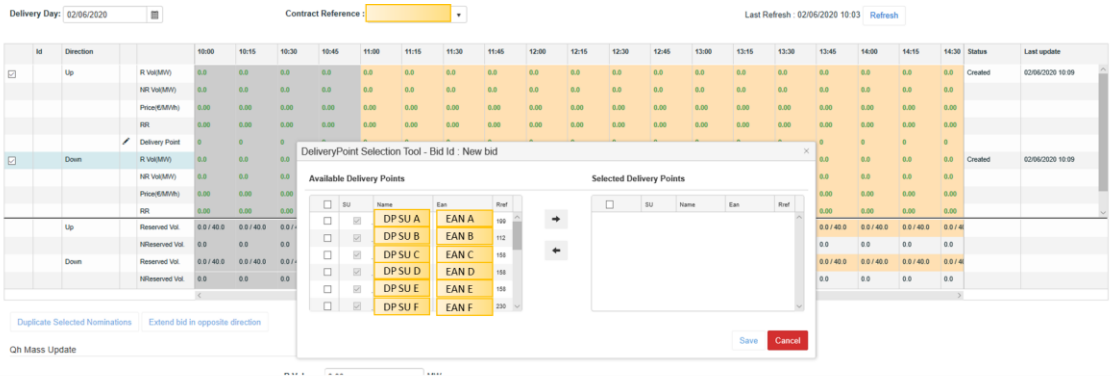




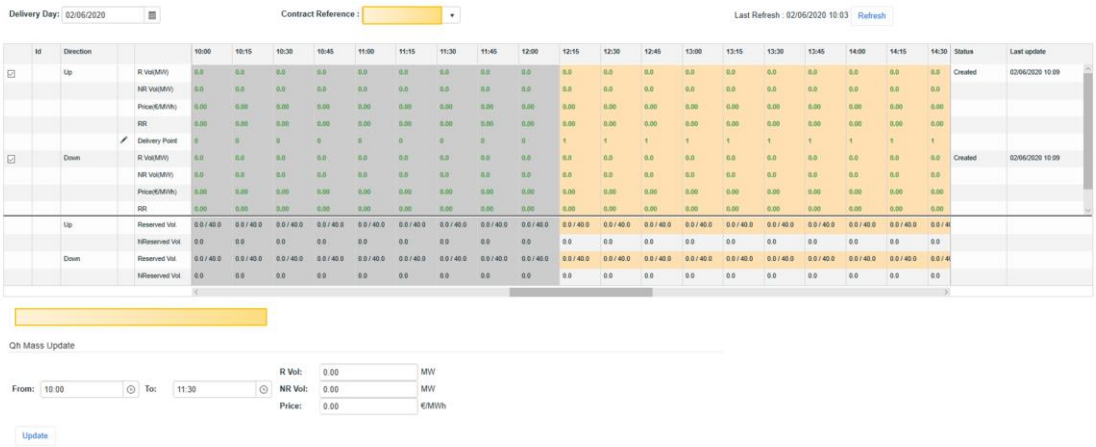
Note

The greyed QH cannot be modified. It takes into account the neutralization time as described in chapter 6.3 Gate Timings & Neutralization Delay.

4. Click on the pencil icon after **Delivery points** to add DP to your bid and click on **save**. To add a DP to the bid, check the checkbox before the DP and use upper arrow pointing to the right. To remove the DP again from the bid, use the lower arrow pointing to the left. The column “SU” before the DP indicates if a DP is from the type single unit (checked) or DP from the type providing group (unchecked)



5. Click on the **Vol (MW)** fields (R or NR) you would like to edit and enter the **price** for both directions



6. Click on **Save**. It is important to note that as explained in Chapter 6.1, the Saved energy bids are not considered by ELIA. It is thus necessary to submit your energy bids using the **Submit** button.

Note

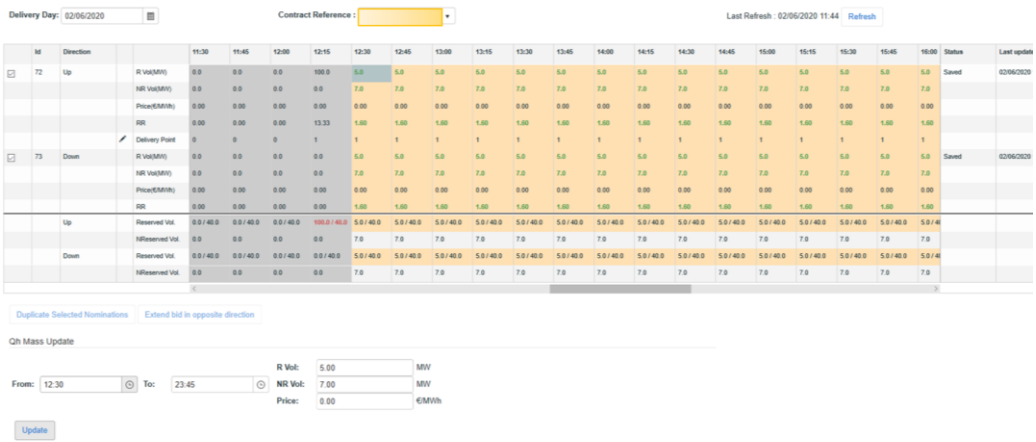
If a bid violates a validation rule, an error message is given preventing the bid from being saved. For the validation rules, please refer to the Terms and Conditions.

7. Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary energy bids. You will receive an email of confirmation with a PDF list of all the energy bids you submitted for the updated delivery day.

Tip – Mass Update

Use the **mass update** panel to update the **Reserved (MW), NR (MW) and Price (€/MWh)** of the selected part of the energy bid (Up/Down) by using the checkbox**.**

Select the time period (**From** and **To**) and the **volumes and prices** and click **update**.



6.6 How to edit an existing energy bid

Once you have created a new energy bid, the application also allows you to **edit** it.

Note however that you can **only edit** Energy Bids for the current day and the next days starting from the **Neutralization Delay** time lapse. This means that Energy Bids

in the **past** are **not editable**.

To **edit** Energy Bids,

7. Click on the tab **aFRR Bids**
8. Select the **Delivery Day** of your choice (current or next day, since days in the past are not editable)
9. Select the **energy bid**(s) of your choice
10. Enter the **data** of your choice in the concerned fields
11. Click on **Save**. It is important to note that as explained in Chapter 6.1, the Saved energy bids are not considered by ELIA. It is thus necessary to submit your energy bids using the **Submit** button.
12. Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary energy bids. You will receive an email of confirmation with a PDF list of all the energy bids you submitted for the updated delivery day.

6.7 How to create a Prequalification bid

Besides bids that will contribute to the fulfillment of your obligation, it is also possible to create bids for certification purposes; so called **prequalification bids**.

To create a certification bid,

1. Open **BMAP**
2. Click on the tab **aFRR Bids**
3. Click on the button **Create new bid** (a pop-up opens)

--To be completed--

6.8 How to generate a nomination report

BMAP allows you to generate bid reports which can be sent by mail to the concerned BSP.

To generate such a report:

1. Click on the tab **Reports**
2. Select **Download Reports**
3. Select FCR under the **Report** label and indicate in and in what **Format** you want to receive the report.
4. Enter a **Start** and **End Date**
5. Click on **Download Report**

7 How to manage mFRR Energy bids

7.1 Two-step Submission Process

Creating or updating mFRR Energy bids in BMAP is a 2-step process. You first create

or update your bid information and **save** these data. When you have finalized the data editing you must **submit** the bids.

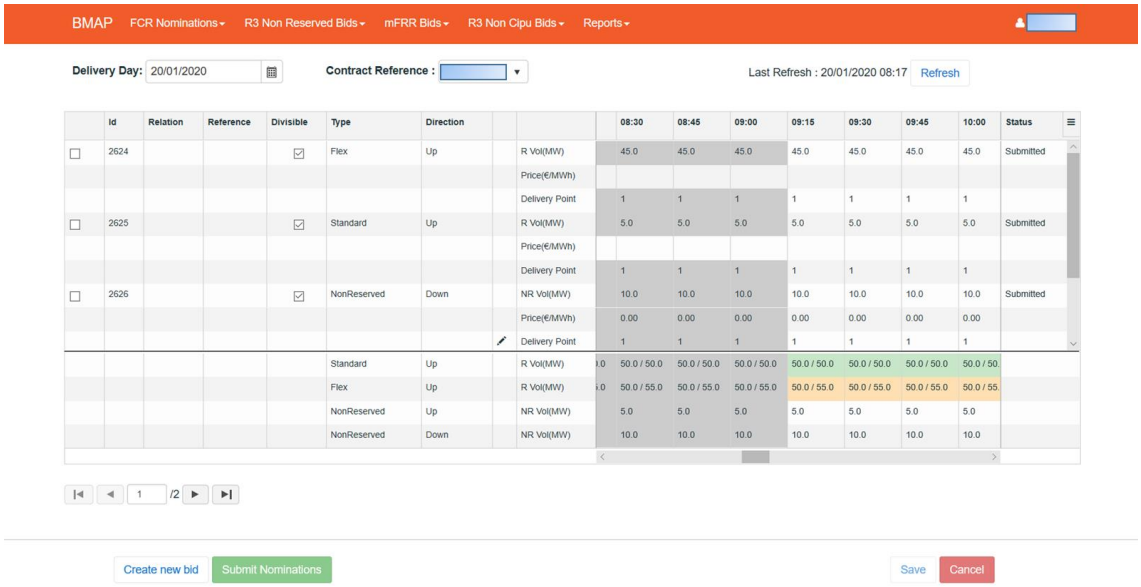
It is important to note that only the **submitted** information will be transmitted to ELIA processes. All the information in Saved status **will not be considered** by ELIA.

Tip

You can quickly visualize if there are not-submitted data in the Common Dashboard.

7.2 Content Pane

The **Content Pane** consists of the following items:



- The field **Delivery Day**: here you can select the day of your choice with regards to the bid you want to display or create (see chapter 7.3 Gate Timings & Neutralization Delay for the rules concerning a new bid)
- The field **Contract Reference**: here you can select the contract reference for which you want to create/manage your bids.
- The **Refresh** button: click here to refresh the data in the dashboard.
- The **Bid Overview**: Here you can visualize and also edit the bids (see chapter 7.5 and 7.6). Bid Overview includes a **Bid Totals table under the list of bids**. Here you can visualize the totals of your bids (both saved and submitted) in comparison to your contractual obligations and the validation status of each QH.

  The **Bid Overview** can be reached via the **mFRR Bids** menu and selecting **via Grid (encoding)**.

There are **four action buttons** on the bottom of the screen:

- **Create new bid**: click here to create a new bid
- **Submit Nominations**: click here to submit Energy Bids. It is only possible to submit Energy Bids when there is no error (see Chapter 7.4 - Energy Bid Validations).
- **Save**: click here to save your new bid or your modifications
- **Cancel**: click here to cancel the modifications you just made

7.3 Gate Timings & Neutralization Delay

7.3.1 Gate Timings

For Reserved mFRR energy, it is possible to create Energy Bids for all days for which you have an Obligation starting from today and taking into account the Neutralization delay.

For Non-Reserved and Prequalification mFRR energy, it is possible to create Energy Bids for all days starting from today.

When selecting a Delivery Day, you can:

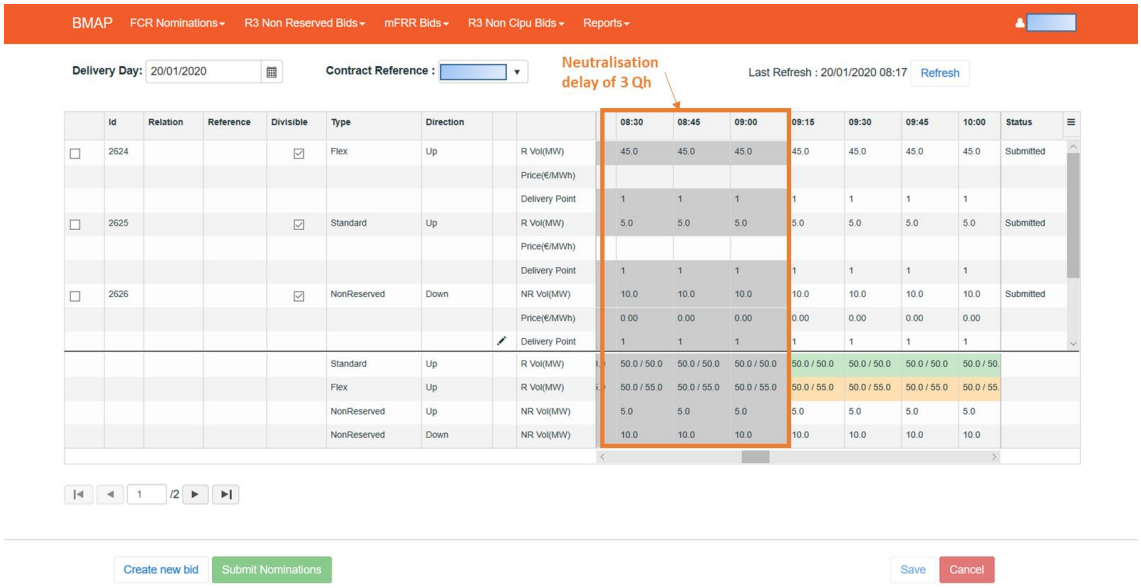
- Select all the days in the past in read-only mode
- Select the current day in editable mode
- Select the next days for which you have an Obligation in editable mode

7.3.2 Neutralization Delay

It corresponds to a lapse of time where you **cannot edit** the bids for the 3 following QHs (45min), taking into account the real time. This means that your bids are firm and cannot be updated for the 3 QH after Real-Time.

So for example if it is currently 14h51, you won't be able to edit the bids in the past as well as to update bids up until 15h45.

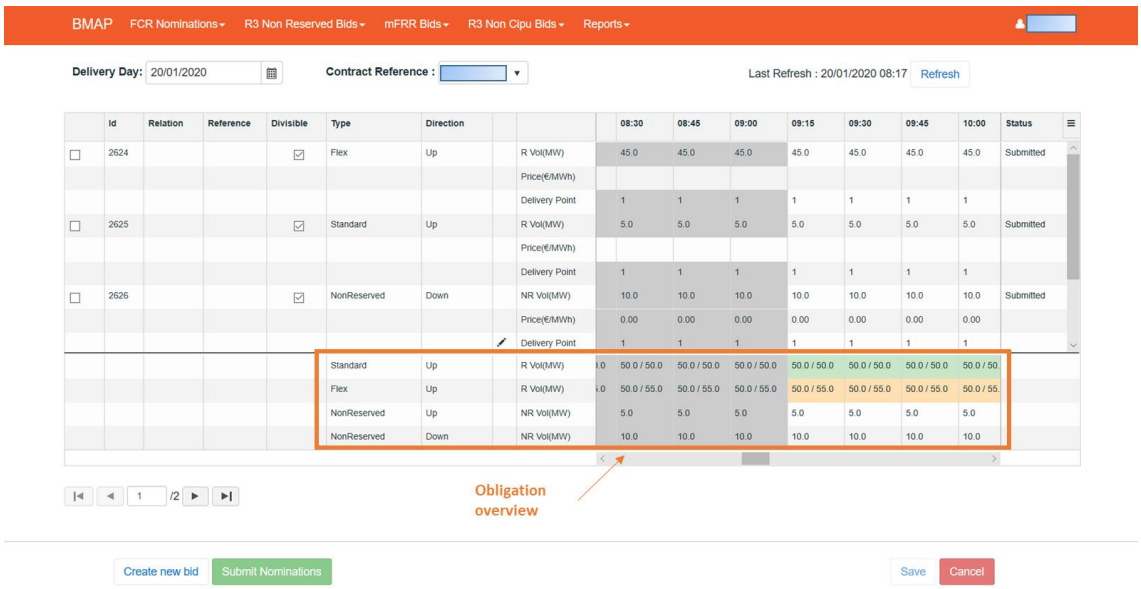
As you can see, the **greyed part** corresponds to the **Neutralization Delay**, while the editable part is in another color:



7.4 Energy Bid Validations

7.4.1 Obligation Checks

BMAP calculates dynamically the total volume of your bids for each QH and each mFRR Type (Standard / Flex). The Totals are displayed at the bottom of the bid overview table.



This table enables you to compare the total volume (both saved and submitted energy bids) of your bids with your contractual obligations: **(totals of Bids / Obligation).**

Based on this comparison BMAP automatically validates your bids per Qh taking into account the following rules:

- If the total **volume = Obligation**: bids are validated and status color is **green**.

- If the total **volume < Obligation**: bids are validated but a warning status is showed as you don't fulfill your obligations. Status color is **Orange**
- If the total **volume > Obligation**: bids are considered as invalid and they cannot be submitted. Status color is **Red**

Note

The displayed Obligations include all the secondary market exchanges you performed (ORT).

Note

BMAP also calculates the total volume of your Non-Reserved and Prequalification mFRR bids. The Totals are displayed at the bottom of the bid overview table. These don't have a color indication since there is no obligation.

7.4.2 RedZone Checks

In case a RedZone is defined for one or several ELIA Electrical zones, BMAP will dynamically verify that a bid you submit or update doesn't include a Delivery Point with a Reference Power higher than 25MW and which is located in a RedZone. Several cases are checked by BMAP:

- In case a RedZone is defined, BMAP blocks the creation of a new Bid which includes Delivery Points with a Reference Power higher than 25MW and which are located in the RedZone.
- In case the RedZone is created after the bid was created and submitted, and that this Bid includes Delivery Points with a Reference Power higher than 25MW and which are located in the RedZone, BMAP blocks any update of the Bid which increases the initial submitted volume. It is thus only possible to decrease the volume of this bid or remove the Delivery point located in the RedZone.

Note

In the Delivery Point selection screen, the Delivery Points with a Reference Power higher than 25MW and which are located in a RedZone are highlighted in red. They cannot be added to an existing or a new bid in case bid volumes > 0MW are present for the QH for which the RedZone is defined.

7.5 How to create a new mFRR Energy Bid

BMAP allows you to create mFRR energy bids.

The BSP must indicate which Delivery Points are included in each bid. Note that two bids can contain the same Delivery Point, but you cannot enter for these two bids volumes >0MW on the same QH in the same direction, except

- Standard R and Flex R
- Standard R + Non Reserved and Flex R

- Flex R and Non Reserved
- Standard R and Non Reserved
- Parent/child relations

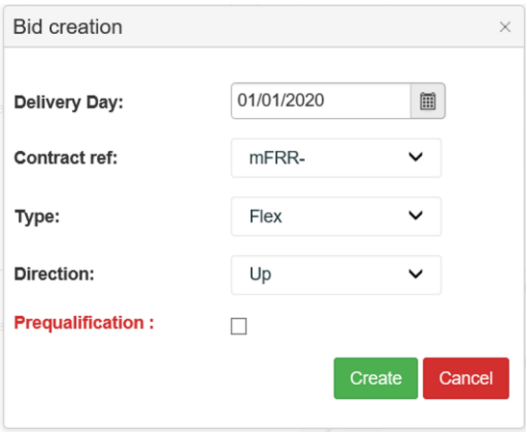
A DP can thus be used for delivering for an upward bid (Standard, Flex, NR) and downward bid (NR) at the same Qh.

An automated validation is performed by BMAP in order to prevent this case.

To create a new bid:

1. Open **BMAP**
2. Click on the tab **mFRR Bids**
3. Click on the button **Create new bid** (a pop-up opens)

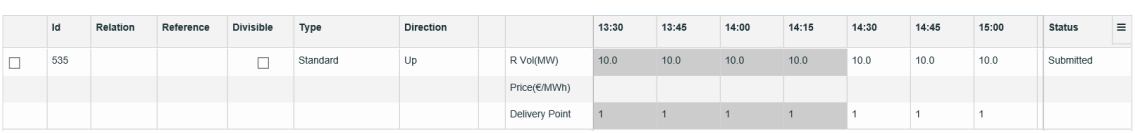
    a. Select the **Delivery date** of the bid
    b. Select the **Contract Reference**
    c. Select the **Type (Standard / Flex / Standard+Non-Reserved / Non-Reserved)**
    d. Select the **Direction (Up / Down)**
    e. Uncheck the **Prequalification** checkbox
    f. Click on **Create**



Note

You can only create new bids for days when the **gate** is **open** (see chapter 6.3 Gate Timings & Neutralization Delay.

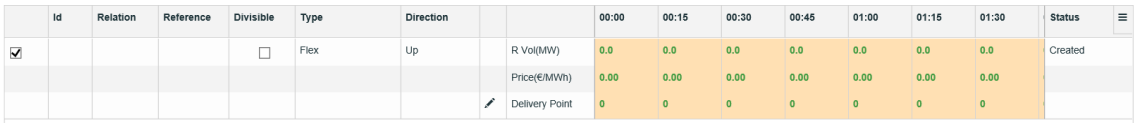
Once you have clicked on **Create** in the pop-up window, the following screen appears where you have to enter the details of your bid:



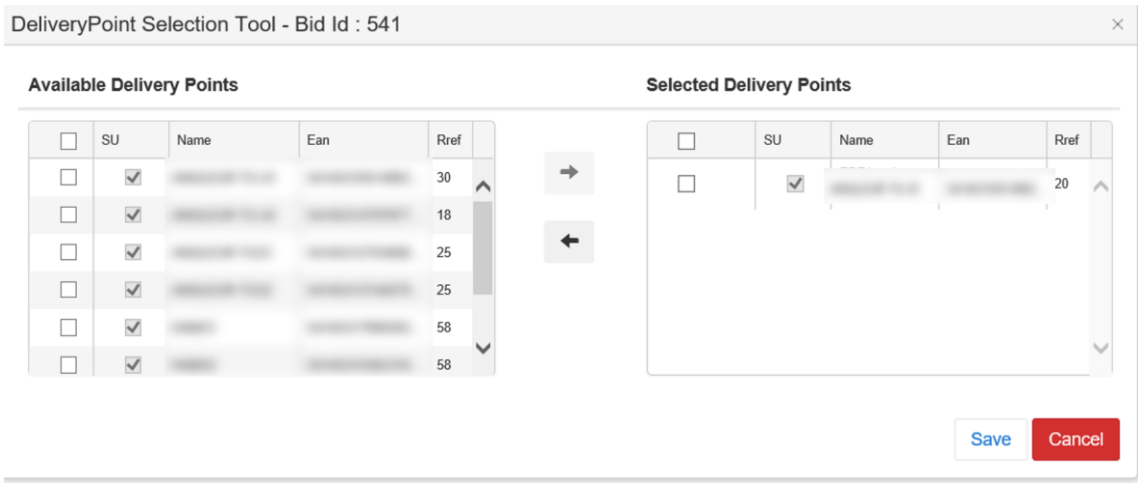
Note

The greyed QH cannot be modified. It takes into account the neutralization time as described in chapter 7.3 Gate Timings & Neutralization Delay.

4. Click on the **Vol (MW) fields** you would like to edit and enter the **offered volumes** per QH and the **price (€/MWh) per QH**. You can switch to another field by using the arrow buttons on your keyboard.



5. Click on the **DeliveryPoint** edit button DeliveryPoint and select the **Delivery Point(s)** to be linked to the Bid:



Tip

Use the selection check boxes in front of each DP and arrows in the middle to **select** or to **remove** the DP of your choice.

Click on **Save**. It is important to note that, as explained in Chapter 7.1, the Saved bids are not considered by ELIA. It is thus necessary to submit your bids using the **Submit** button.

Tip

The **column SU** indicates, if checked, that the Delivery Point is of type Single Unit – you may only select one SU Delivery Point in an Energy Bid. If unchecked, the Delivery Point is of type PG (Providing Group) – you may select multiple PG Delivery Points in a bid.

Tip

The shown list of available Delivery Points are **filtered** based on the type of bid you wish to create (**Standard/Flex**)

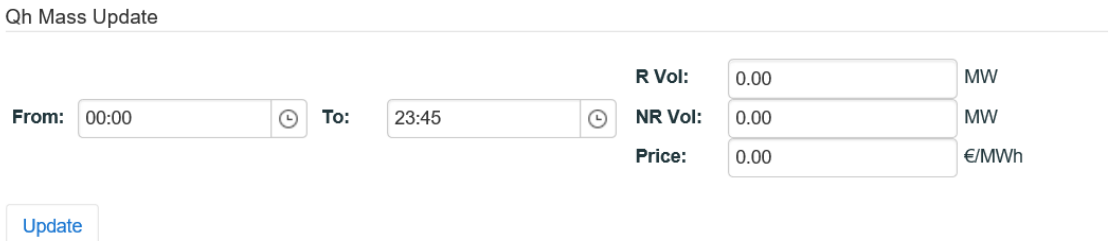
Note

When you change the list of selected DP, all the QH after the Neutralization Time will be updated with the new values. If you want to have specific DP active only during specific QH of the day, you have to create a separate bid with these DP and add volumes >0MW on the desired QH.

Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary bids. You will receive an email of confirmation with a PDF list of all the bids you submitted for the updated delivery day.

Tip – Mass Update

Use the mass update panel to update the volume and the price of the selected bid. You will be able to update Reserved / Non-Reserved Volumes and Prices based on the type of bid you've created. To let changes take place, click on the button **Update** followed by **Submit**.



7.6 How to edit an existing bid

Once you have created a new bid, the application also allows you to **edit** it.

Note however that you can **only edit** a bid for the current day and the next days starting from the **Neutralization Delay** time lapse. This means that bids in the **past** are **not editable**.

To **edit** a bid,

1. Click on the tab mFRR **Bid Overview**
2. Select the **Delivery Day** of your choice (current or next day, since days in the past are not editable)
3. Select the **bid**(s) of your choice
4. Click on the **checkbox** of the bids you want to edit to change the Volume (MW) or Price (€/MWh) in the Qh Mass Update section. To edit the Delivery Point; click on the **edit button**.
5. Enter the **data** of your choice in the concerned fields
6. Click on **Save**. It is important to note that as explained in Chapter 7.1, the Saved

bids are not considered by ELIA. It is thus necessary to submit your bids using the **Submit** button.

7. Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary bids. You will receive an email of confirmation with a PDF list of all the bids you submitted for the updated delivery day.

Note

Once you have submitted a bid, it is not possible to delete the bid anymore. However, if the bid needs to be "removed", you can simply put the volume to 0MW and the price to 0€/MWh.

Note that you cannot put your Delivery Points to zero after you have submitted a bid, but as long as the volume remains 0MW, you can reuse the Delivery Point in another bid with volume >0MW.

Bids subject to a red zone, can only be lowered in volume.

7.7 How to create a Prequalification bid

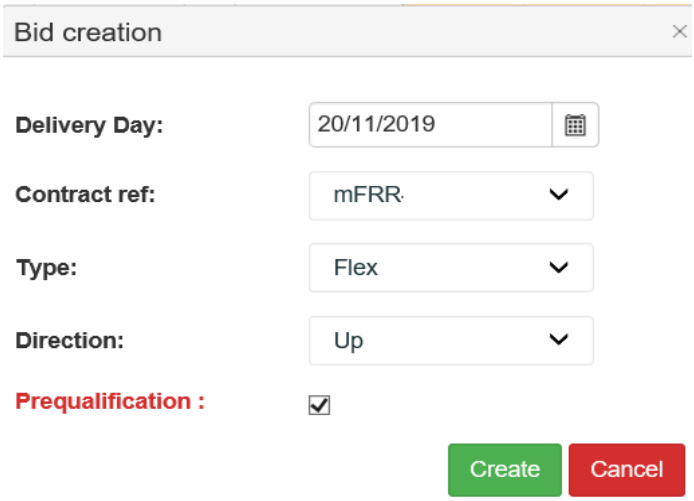
Besides bids that will contribute to the fulfillment of you obligation, it is also possible to create bids for certification purposes; so called **prequalification bids**.

To create a certification bid,

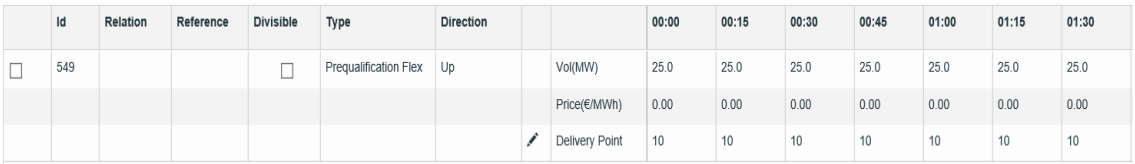
4. Open **BMAP**
5. Click on the tab **mFRR Bids**
6. Click on the button **Create new bid** (a pop-up opens)

    a. Select the **Delivery date** of the bid
    b. Select the **Contract Reference**
    c. Select the **Type (Standard / Flex)**
    d. Select the **Direction (Up)**
    e. Check the **Prequalification** checkbox

f. Click on **Create**



Once you have clicked on **Create** in the pop-up window, the following screen appears where you have to enter the details of your bid.



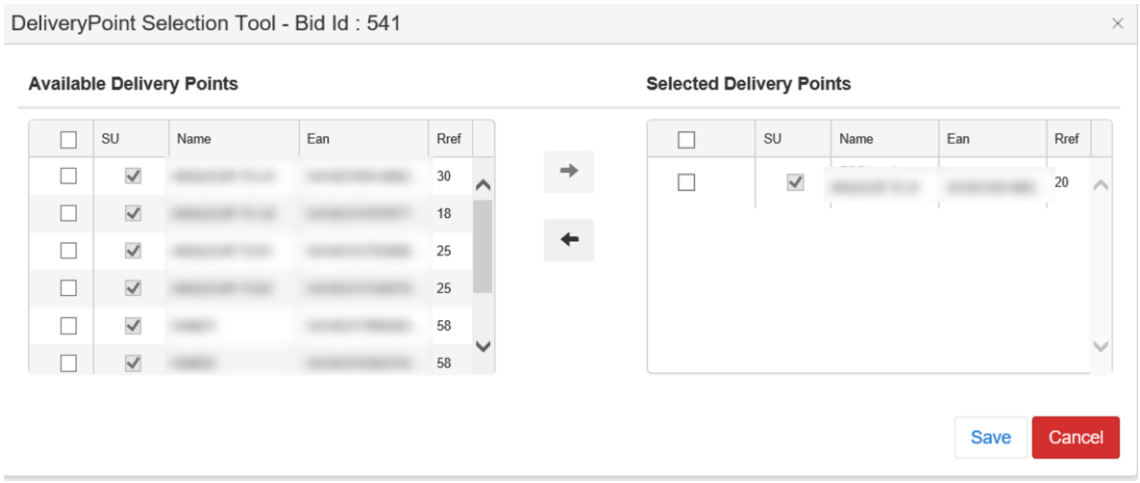
	Id	Relation	Reference	Divisible	Type	Direction			00:00	00:15	00:30	00:45	01:00	01:15	01:30
☐	549			☐	Prequalification Flex	Up		Vol(MW)	25.0	25.0	25.0	25.0	25.0	25.0	25.0
								Price(€/MWh)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
							✎	Delivery Point	10	10	10	10	10	10	10

1. Click on the **Vol (MW) fields** you would like to edit and enter the **offered volumes** per QH. You can switch to another field by using the arrow buttons on your keyboard. Please be aware that the **price** field **cannot be edited**. The price is **fixed to 0,00 (€/MWh).**

Note

As these bids are created for prequalification purposes only – they will not be considered in the **obligation check**. See chapter 7.4.1 Obligation Checks

2. Click on the **Delivery Point** edit buttor and select the **Delivery Points** to be linked to the Bid:



Note

You can use the same delivery points that you use in other mFRR bids that are not for prequalification purposes.

Click on **Save**. It is important to note that as explained in Chapter 7.1, the Saved bids are not considered by ELIA. It is thus necessary to submit your bids using the **Submit** button.

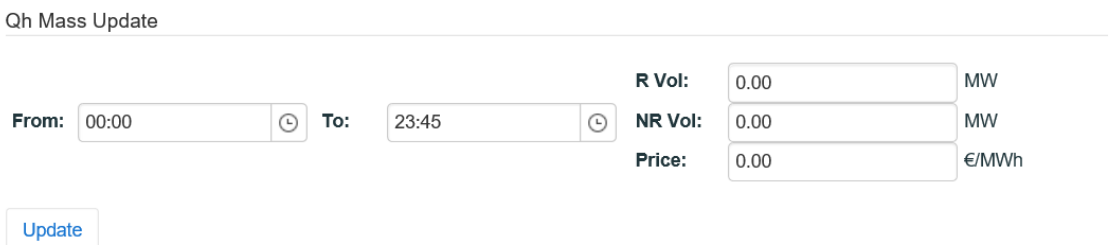
Note

When you change the list of selected DP, all the QH after the Neutralization Time will be updated with the new values. If you want to have specific DP active only during specific QH of the day, you have to create a separate bid with these DP and add volumes >0MW on the desired QH.

Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary bids. You will receive an email of confirmation with a PDF list of all the bids you submitted for the updated delivery day.

Tip – Mass Update

Use the mass update panel to update the volume of the selected bid.



7.8 How to create Parent-Child bids

BMAP allows you to create mFRR bids with a **Relation** of type **Parent-Child**.

The BSP must indicate which Delivery Points are included in each bid. Note that two bids

can contain the same Delivery Point, but you cannot enter for these two bids volumes >0MW on the same QH, except

- Standard R and Flex R
- Standard R + Non Reserved and Flex R
- Flex R and Non Reserved
- Standard R and Non Reserved
- Parent/child relations

A DP can thus be used for delivering for an upward bid (Standard, Flex, NR) and downward bid (NR) at the same Qh.

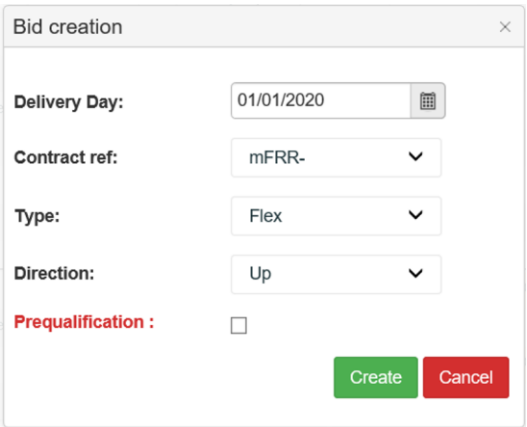
Parent/Child combinations can only be realised in the **same direction**.

An automated validation is performed by BMAP in order to prevent this case.

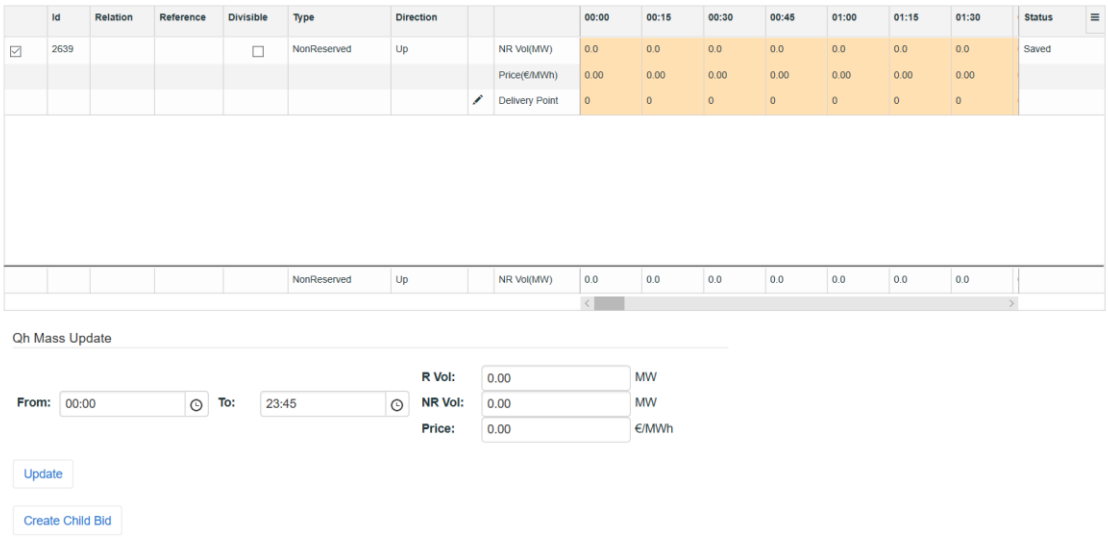
To create a new bid:

1. Open **BMAP**
2. Click on the tab **mFRR Bids**
3. Click on the button **Create new bid** (a pop-up opens)

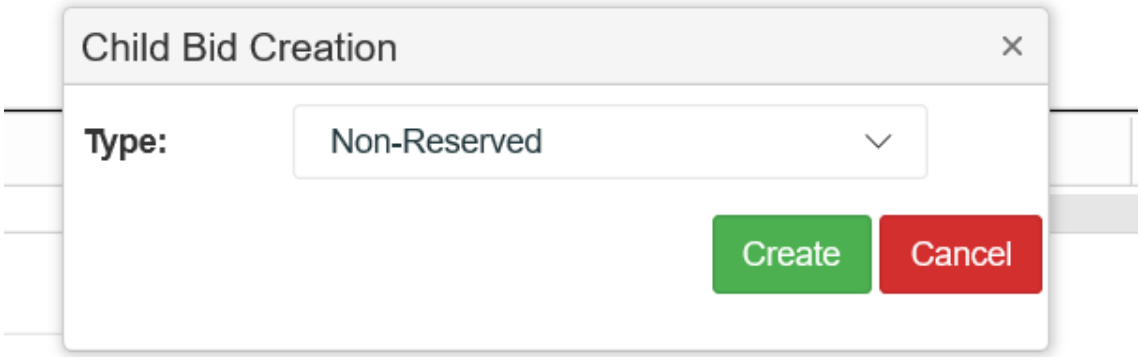
    a. Select the **Delivery date** of the bid
    b. Select the **Contract Reference**
    c. Select the Parent Bid **Type (Standard / Flex / Non-Reserved)**
    d. Select the **Direction (Up / Down)**
    e. Uncheck the **Prequalification** checkbox
    f. Click on **Create**



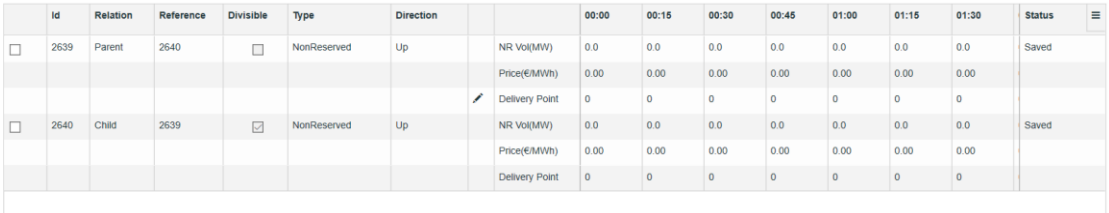
4. The first created bid will be the **Parent bid** of the Parent/Child combination.
5. To create the **Child Bid**, you first have to **save** the **Parent Bid**.
6. **Select** the **Parent Bid** and click on the button **Create Child Bid**



7. Select the type of the Child bid. Following combinations are allowed as Parent/Child and click button **Create**
    a. Flex/Flex
    b. Standard/Standard
    c. NR/NR
    d. Standard/NR
    e. Standard/Standard+NR



8. The Parent/Child combination is shown in the overview and can be edited afterwards.



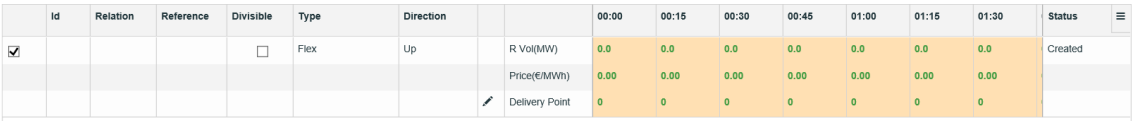
Note

You can only create new bids for days when the **gate** is **open** (see chapter 7.3 Gate Timings & Neutralization Delay.

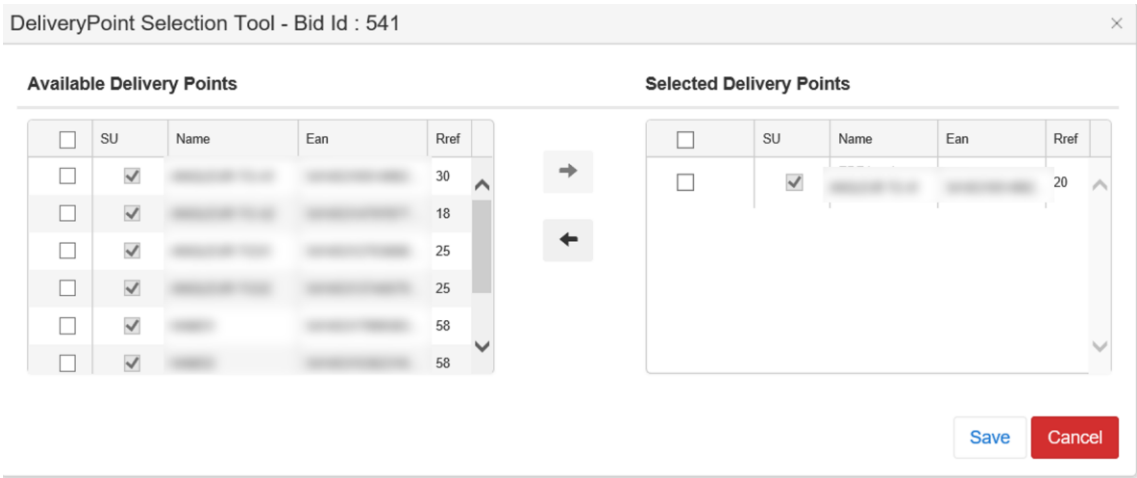
Note

The greyed QH cannot be modified. It takes into account the neutralization time as described in chapter 7.3 Gate Timings & Neutralization Delay.

9. Click on the **Vol (MW) fields** you would like to edit and enter the **offered volumes** per QH and the **price (€/MWh) per QH**. You can switch to another field by using the arrow buttons on your keyboard.
    a. Parent/Child bids must have the **same price**.
    b. If the parent has 0 MW for a Qh, the child must also have 0 MW for the same Qh.



10. Click on the **DeliveryPoint** edit button DeliveryPoint and select the **Delivery Point(s)** to be linked to the Bid: Parent/Child bids must share the **same DPs**.



Tip

Use the selection check boxes in front of each DP and arrows in the middle to **select** or to **remove** the DP of your choice.

Click on **Save**. It is important to note that as explained in Chapter 7.1, the Saved bids are not considered by ELIA. It is thus necessary to submit your bids using the **Submit** button.

Tip

The **column SU** indicates, if checked, that the Delivery Point is of type Single Unit – you may only select one SU Delivery Point in a bid. If unchecked, the Delivery Point is of type PG (Providing Group) – you may select multiple PG Delivery Points in a bid.

Tip

The shown list of available Delivery Points are **filtered** based on the type of bid you wish to create (**Standard/Flex**)

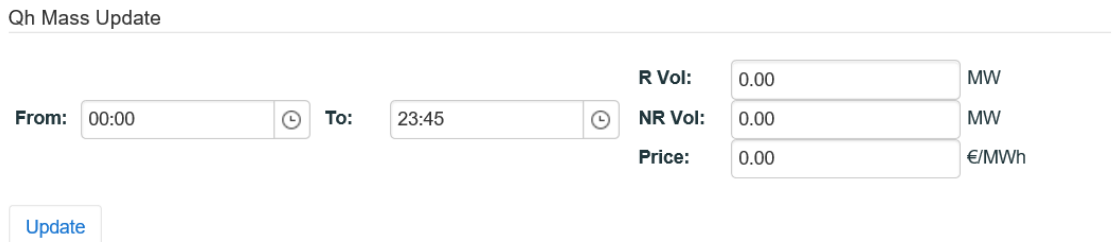
Note

When you change the list of selected DP, all the QH after the Neutralization Time will be updated with the new values. If you want to have specific DP active only during specific QH of the day, you have to create a separate bid with these DP and add volumes >0MW on the desired QH.

Click on the button **Submit** at the left bottom of the screen once you have entered all the necessary data and created all the necessary bids. You will receive an email of confirmation with a PDF list of all the bids you submitted for the updated delivery day.

Tip – Mass Update

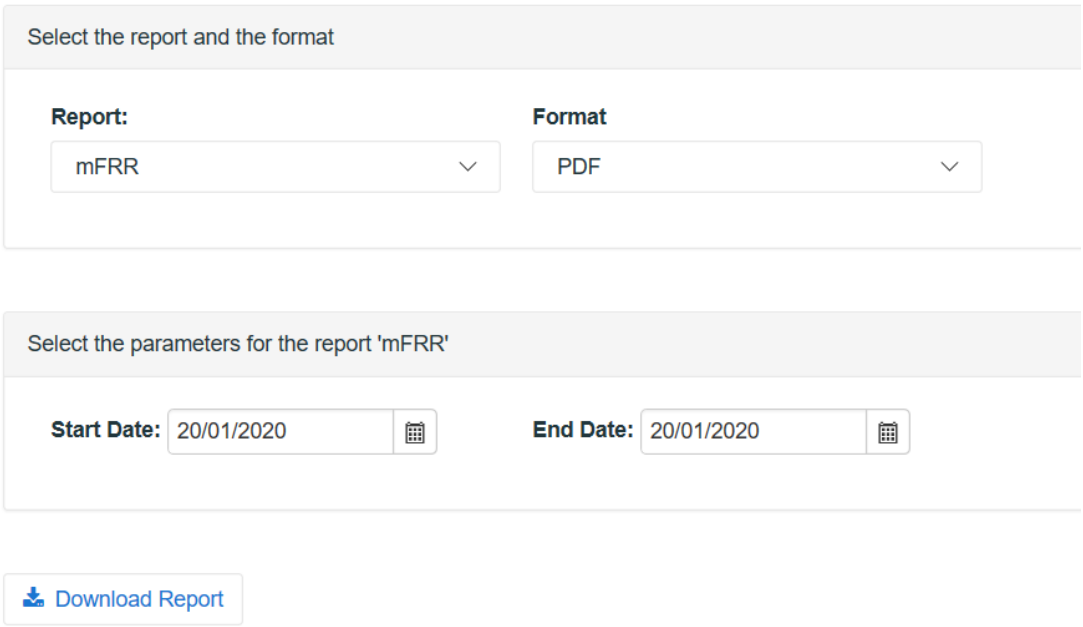
Use the mass update panel to update the volume and the price the selected bid. You will be able to update Reserved / Non-Reserved Volumes and Prices based on the type of bid you've created.



7.9 How to generate a bid report

BMAP allows you to generate bid reports which can be sent by mail to the concerned BSP. To generate such a report:

1. Click on the tab **Reports**
2. Select **Download Reports**
3. Select **mFRR** under the **Report** label and indicate in and in what **Format** you want to receive the report.
4. Enter a **Start** and **End Date**



5. Click on **Download Report**

The generated report will now be saved onto your computer and will appear as you can see here below:

MFRR Bids report for [redacted] from 20/01/2020 to 20/01/2020

BSP	Delivery Date	Reference	Type	Direction	Divisible	Number	Relation	Status	Reception Time
[redacted]	20/01/2020	[redacted]	Flex	Upward	True	2624		Submitted	17/01/2020 11:56:25

Time	Volume	Nr Volume	Price	Delivery Points
00:00	45,0	0,0	0,00	[redacted]
00:15	45,0	0,0	0,00	[redacted]
00:30	45,0	0,0	0,00	[redacted]
00:45	45,0	0,0	0,00	[redacted]
01:00	45,0	0,0	0,00	[redacted]