PROCUREMENT PLAN (Textual Part)

Project information: COMESA: Great Lakes Trade Facilitation project P151083[country]
[Project name] [P-number]

Project Implementation agency: [insert legal name] COMESA Secretariat

Date of the Procurement Plan: [insert date] 14 June 2016

Period covered by this Procurement Plan: [insert from – to period] 1 July 2016 – December 31, 2017

Preamble

In accordance with paragraph 5.9 of the “World Bank Procurement Regulations for IPF Borrowers” (July 2016) (“Procurement Regulations”) the Bank’s Systematic Tracking and Exchanges in Procurement (STEP) system will be used to prepare, clear and update Procurement Plans and conduct all procurement transactions for the Project.

This textual part along with the Procurement Plan tables in STEP constitute the Procurement Plan for the Project. The following conditions apply to all procurement activities in the Procurement Plan. The other elements of the Procurement Plan as required under paragraph 4.4 of the Procurement Regulations are set forth in STEP.

The Bank’s Standard Procurement Documents: shall be used for all contracts subject to international competitive procurement and those contracts as specified in the Procurement Plan tables in STEP.

National Procurement Arrangements: In accordance with paragraph 5.3 of the Procurement Regulations, when approaching the national market (as specified in the Procurement Plan tables in STEP), the country’s own procurement procedures may be used.

When the Borrower uses its own national open competitive procurement arrangements as set forth in COMESA Procurement Implementation Rules of November 2005 (as amended by the Council and 2007) [insert appropriate references to the national procurement legislation], such arrangements shall be subject to paragraph 5.4 of the Procurement Regulations and the following conditions.

1. Rule of origin of the goods: requires that all goods, works and services procured by the COMESA Secretariat shall originate in COMESA and requires tenderers to provide evidence of this through provisions of a certificate of origin duly made out by the competent authority of the supplier’s country of origin. Exceptions require written approval by the COMESA Secretary General. Under bank financed activities this will not apply

2. Participation in bidding: Open competition will be the default method of bidding. Restrictions whereby the Secretariat may deny bidders participation based on restriction
for bidding to bidders being nationals of any non-Member States own or controlled
bidders or to bidders who have substantial business activities in the territory of the
Member State under whose laws it is constituted will not apply. Neither will restriction
based on region.

3. **Conditions for Use of Restricted Tendering:** The restriction by COMESA under
restricts tendering process whereby to only those bidders invited by the Secretariat will
not apply under Bank financing;

4. **Fraudulent practice:** COMESA provisions on Fraud and Corruption will be modified
to conform with the Banks definition of fraud and corruption which includes cross
debarment

5. **Tender Security:** Tender security will not be restricted to the use of bid security from
commercial banks and or bid bonds from insurance firms. At the option of the COMESA
Secretariat, use may be made of Bid securing declaration in lieu of requests for provisions
of bid security

6. **Selection of consultants:** Selection of consultant services based on methods and
selection process as contained in the Banks Consultants Guidelines will apply in the
selection of consultants services

7. **Standard Bidding Documents:** COMESA will use where possible the banks Standard
Bidding documents in cases where COMESA does not have its own standard bidding
documents. Where use is made of COMESA’s own Standard Bidding documents, the
Bank will review and clear these to ensure they include minimum Banks policy for
procurement and selection of consultants.

List only the applicable conditions required to ensure consistency with paragraph 5.4 of the
Procurement Regulations. If no conditions apply, delete the phrase “and the following
conditions”.

When other national procurement arrangements other than national open competitive
procurement arrangements are applied by the Borrower, such arrangements shall be subject
to paragraph 5.5 of the Procurement Regulations.

*Leased Assets:* as specified under paragraph 5.10 of the Procurement Regulations: Leasing may
be used for those contracts identified in the Procurement Plan tables. Otherwise state “Not
Applicable”.

*Procurement of Second Hand Goods:* as specified under paragraph 5.11 of the Procurement
Regulations – is allowed for those contracts identified in the Procurement Plan tables Otherwise
state “Not Applicable”.
Domestic preference as specified under paragraph 5.51 of the Procurement Regulations (Goods and Works). Specify for each

Goods: [is not applicable/is applicable for those contracts identified in the Procurement Plan tables];

Works: [is not applicable/is applicable for those contracts identified in the Procurement Plan tables].

Hands-on Expanded Implementation Support (HEIS) as specified under paragraphs 3.10 and 3.11 of the Procurement Regulations is Applicable. [Include this sentence only if the Bank has formally agreed to provide the Borrower with HEIS. Otherwise delete]

Other Relevant Procurement Information.

Provide any other relevant procurement information such as procedures for CDD components, Procurement in Situations of Urgent Need of Assistance or Capacity Constraints etc.

Contracts selected on basis of CQS, LCS and FBS may not exceed cost estimate of US$200,000 equivalent.

1. **Terms of Reference (TOR):** TOR for all consulting assignments (firms and individual consultants) irrespective of selection method or value will be subject to prior review by the Bank.

2. **Short list comprising entirely of national consultants:** Short list of consultants for services, estimated to cost less than US$100,000 equivalent per contract, may comprise entirely of national consultants in accordance with the provisions of paragraph 2.7 of the Consultant Guidelines. In the case of this COMESA implemented project, the national consultants at the option of COMESA may be consultants from one member country or from the entire group of COMESA countries.
### PROCUREMENT

**Country:** Burundi  
**Project Name:** AFR Ill-Great Lakes Trade Facilitation  
**Loan / Credit No.:** IDA / 57210, RDA / 57240  
**Executing Agency:** Single Project Implementation Unit, Ministry of Trade and Industry

## General Information

### Activity Information

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## Tables

### Table 1: Procurement Plan

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**Notes:**
- **Request for Quotations (RFQ):** Issued by the Procurement Office.
- **Prequalification:** The process of shortlisting potential suppliers based on their qualifications and experience.
- **Bidding Documents or Issued:** The date when the bidding documents were issued.
- **Proposal Submission / Opening / Minutes:** The date when proposals were submitted and opening of proposals was conducted.
- **BID Evaluations Report and Recommendation for Award:** The date when the bid evaluations were conducted and the recommendation for award was made.

**Statuses:**
- **Actual:** The actual amount of work completed.
- **Planned:** The planned amount of work.
- **Estimated:** The estimated amount of work.

**Dates:**
- **Date:** The date when a specific activity was planned or completed.
- **Amount (US$):** The amount of the work in US dollars.

**Methods:**
- **Open International:** Bids are open to international suppliers.
- **Single Envelope:** Prequalification and tender documents are provided in a single envelope.

**Market Approaches:**
- **Post Implementation:** The approach used for market selection.

**Specific Procurement Status / Invitation:**
- **Direct Request:** Invitation to tender issued to prequalified suppliers.
- **Request for Quotations:** Invitation to tender issued to all interested suppliers.

**Bids**:
- **Draft:** A bid document that is not finalized.
- **Final:** A bid document that is finalized and ready for award.

**Publication:**
- **Contract Completion:** The date when the contract was completed.

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**Component 3: Performance Based Management in Cross Border Administration**
Post Selection Open

- **Final Implementation**
  - 2016-12-02
  - 2017-01-20
  - 2017-01-30
  - 2017-02-19
  - 2017-04-05

**Component 4: Implementation support, Communication and M&E**
Post Selection Open

- **Final Implementation**
  - 2017-05-30
  - 2017-07-18
  - 2017-08-08
  - 2017-09-12
  - 2018-03-11

- **Final Implementation**
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- **Final Implementation**
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  - 2019-12-04
  - 2020-06-01

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  - 2020-01-14
  - 2020-07-12

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  - 2020-07-12

- **Final Implementation**
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  - 2019-11-19
  - 2019-12-10
  - 2020-01-14
  - 2020-07-12

**Budget Details**

- **Component 3:**
  - **Final Implementation:**
    - 50,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 75,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 9,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 222,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 111,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 111,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 111,000.00
    - 0.00

- **Component 4:**
  - **Final Implementation:**
    - 111,000.00
    - 0.00

**Notes:**

- The budget details include the total budget allocated and any pending or implemented portions.
- Dates indicate the timeline for the final implementation phase.
- Projects are categorized under Component 3 and Component 4, with specific roles and responsibilities assigned.