

## 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 PLAN** Africa : AFR RI-Great Lakes Trade Facilitation

General Information	
Country:	Africa
Bank's Approval Date of the Original Procurement Plan:	2017-03-21
Revised Plan Date(s): (comma delimited, leave blank if none)	2019-03-25
Project ID:	P151083
GFN Date:	2016-12-06
Project Name:	AFR RI-Great Lakes Trade Facilitation
Loan / Credit No:	IDA / Q9750, IDA / D0890, IDA / 57220
Executing Agency(ies)	COMESA

WORKS																													
Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	Actual Amount (US\$)	Process Status	Draft Pre-qualification Documents		Prequalification Evaluation Report		Draft Bidding Document / Justification		Specific Procurement Notice / Invitation		Bidding Documents as Issued		Proposal Submission / Opening / Minutes		Bid Evaluation Report and Recommendation for Award		Signed Contract		Contract Completion			
										Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
ZM-COMESA -46731-CW-RFP / Rehabilitation of TIDO offices	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		59,100.00	Signed								2018-03-12									2018-04-19	2018-10-16		
ZM-COMESA -47440-CW-RFQ / Branding of TIDO offices ( Signage , notice boards and billboards).	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation								2018-03-31									2019-06-10	2019-12-07		

GOODS																													
Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	Actual Amount (US\$)	Process Status	Draft Pre-qualification Documents		Prequalification Evaluation Report		Draft Bidding Document / Justification		Specific Procurement Notice / Invitation		Bidding Documents as Issued		Proposal Submission / Opening / Minutes		Bid Evaluation Report and Recommendation for Award		Signed Contract		Contract Completion			
										Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
ZM-COMESA -10613-GO-RFQ / Procurement of office machines ( Photocopiers) for TIDOs	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		93,650.00	Completed								2017-04-29									2017-06-24	2017-12-21		
ZM-COMESA -10821-GO-RFQ / Procurement of Office Furniture for TIDOs and the Regional TIDO Coordinator	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		17,007.06	Completed								2017-04-29									2017-06-24	2017-12-21		
ZM-COMESA -10828-GO-RFQ / Procurement of ICT Equipment for TIDOs and the Regional TIDO	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		46,825.00	Completed								2017-04-29									2017-06-24	2017-12-21		
ZM-COMESA -10857-GO-RFQ / Procurement and Installation of Solar panels x 5 for TIDOs	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation								2017-04-22									2017-06-17	2017-12-14		
ZM-COMESA -10844-GO-RFQ / Procurement of Android Tablets	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Canceled								2017-04-22									2017-06-17	2017-12-14		
ZM-COMESA -11096-GO-RFQ / Procurement of Office Equipment ( Lap tops, Desk tops,External Hard drives, Photocopier and Laser printers) for project staff.	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		10,677.98	Completed								2016-11-27									2017-01-22	2017-07-21		

ZM-COMESA 11089-GO-RFQ / Procurement of Office furniture for the project staff	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		5,571.50	Completed														2017-02-19								2017-04-16	2017-10-13					
ZM-COMESA 47439-GO-RFQ / Printing of brochures, flyers, posters, banners and production of newsletters	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		6,221.10	Completed																							2018-03-13	2018-05-02	2018-10-29			
ZM-COMESA 48211-GO-RFQ / Purchase of office equipment (Projector and camera).	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		584.47	Completed																								2018-03-10	2018-05-05	2018-11-01		
ZM-COMESA 76195-GO-RFQ / Purchase of Office Equipment - Laptop	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		2,022.00	Completed																									2018-09-08	2018-11-03	2019-05-02	
ZM-COMESA 94326-GO-RFQ / Procurement of TIDO Uniforms.	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																									2019-09-07	2019-11-02	2020-04-30	
ZM-COMESA 94320-GO-RFQ / Hire of Electronic Billboards at all GLTFP boarders posts	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																										2019-02-16	2019-04-13	2019-10-10
ZM-COMESA 47971-GO-RFQ / Purchase of touch screen Kiosks for small scale cross boarder traders to access information.	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																										2019-07-20	2019-09-10	2020-03-08
ZM-COMESA 94315-GO-RFQ / Printing of brochures , flyers posters , banners and production of newsletters.	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																										2019-04-13	2019-06-08	2019-12-05

**NON CONSULTING SERVICES**

Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	Actual Amount (US\$)	Process Status	Draft Pre-qualification Documents		Prequalification Evaluation Report		Draft Bidding Document / Justification		Specific Procurement Notice / Invitation		Bidding Documents as Issued		Proposal Submission / Opening / Minutes		Bid Evaluation Report and Recommendation for Award		Signed Contract		Contract Completion												
										Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual											
ZM-COMESA 48220-NC-RFP / Hire of a firm for production of short films and videos.	IDA / D0890		Post	Request for Proposals	Limited	Single Stage - One Envelope		0.00	Canceled					2018-03-26																				2018-03-31	2018-05-12	2018-06-11	2018-07-16	2019-01-12
ZM-COMESA 94348-NC-RFQ / Hire of a firm to edit Training of Trainers manuals	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																										2019-05-11	2019-07-06	2020-01-02	
ZM-COMESA 94350-NC-RFQ / Translation of Training of Trainers manuals in boarder languages.	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																										2019-07-06	2019-08-31	2020-02-27	
ZM-COMESA 94352-NC-RFQ / Advertise the toll free number in media via news paper and billboard	IDA / D0890		Post	Request for Quotations	Limited	Single Stage - One Envelope		0.00	Pending Implementation																											2019-06-22	2019-08-17	2020-02-13

CONSULTING FIRMS																											
Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Contract Type	Actual Amount (US\$)	Process Status	Terms of Reference		Expression of Interest Notice		Short List and Draft Request for Proposals		Request for Proposals as Issued		Opening of Technical Proposals / Minutes		Evaluation of Technical Proposal		Combined Evaluation Report and Draft Negotiated Contract		Signed Contract		Contract Completion		
									Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned
CSPROGLTFPJM01/17 / CONSULTANCY SERVICES FOR THE DEVELOPMENT OF TRAINING MATERIALS FOR TRAINING OF TRAINERS.	IDA / Q9750		Prior	Quality And Cost-Based Selection	Open - International		0.00	Pending Implementation	2017-03-07		2017-03-28		2017-05-11					2017-06-08		2017-07-08			2017-08-12		2017-09-16		2018-09-16
CSPROGLTFPJM02/17 / Development of a Communication and Advocacy strategy .	IDA / D0890		Prior	Consultant Qualification Selection	Open - International		0.00	Pending Implementation	2017-03-09		2017-03-30		2017-05-13										2017-06-12		2017-07-17		2018-01-13
ZM-COMESA -10941-CS-CQS / Hire a Consulting firm to prepare a communication and advocacy strategy	IDA / D0890		Post	Consultant Qualification Selection	Open - National		23,057.14	Signed	2017-03-24		2017-04-14		2017-05-28										2017-06-27		2017-08-01		2018-01-28
ZM-COMESA -10945-CS-CQS / Hire of Simplified Trade Regime (STR) Consultant . IC	IDA / D0890		Post	Consultant Qualification Selection	Open - National		30,402.00	Signed	2017-03-24		2017-04-14		2017-05-28										2017-06-27		2017-08-01		2018-01-28
ZM-COMESA -10946-CS-QCBS / Hire of a consultant to prepare training manuals on STR Rules , Customer Management, Conflict resolution and Gender awareness	IDA / D0890		Post	Consultant Qualification Selection	Open - International		99,320.00	Signed	2017-04-10		2017-05-01		2017-06-14										2017-07-14		2017-08-18		2018-02-14
ZM-COMESA -72028-CS-CQS / Hire of STR Consultant for the period September 2018 to 31st December 2019	IDA / Q9750		Post	Consultant Qualification Selection	Open - National		0.00	Under Implementation	2018-07-31		2018-08-21		2018-10-04										2018-11-03		2018-12-08		2019-06-06

**INDIVIDUAL CONSULTANTS**