



Knowledge Kit: Multilateral Development Banks

Users' Manual

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Knowledge Kit: Multilateral Development Banks

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1. Business Opportunities with MDBs

About Multilateral Development Banks

Multilateral Development Banks (MDBs) play a major role in the social and economic development programs of nations. This role includes advising on development projects, funding them and assisting in their implementation. MDBs like World Bank, African Development Bank (AfDB) and Asian Development Bank (ADB) though operate independently, they share common goals and objectives.

MDBs achieve these objectives by extending loans, credits and grants to national governments. Such funding is usually tied to specific projects that focus on economic and socially sustainable development.

Working with MDBs

During recent years, MDBs have made considerable progress in harmonizing the way they procure goods and services. In many cases, they are now using similar policies and procedures, although the interpretation of these approaches may still vary at the level of the individual institution.

The subsequent sections will provide information on the procurement processes followed by the World Bank, the AfDB and the ADB in greater details.

- The Project Cycle
- The Procurement Process
- Project and Procurement Information
- Suppliers of Goods, Works, Equipment and Non-Consulting Services
- Consultants and Consulting Services

❖ The Project Cycle

All MDB-funded projects are implemented by the borrowing countries, not by the MDB providing the funds. Business opportunities occur throughout the cycle, so becoming familiar with it increases a firm's chances of identifying an opportunity and securing a contract. Sometimes the project cycles last for several years, which involve a long-term investment on a firm's part.

In general, the project cycle consists of the following stages:

- **Identification:** The MDB and the borrowing country identify projects that are appropriate for the country's development strategy and suitable for MDB support.

- **Preparation:** Once a proposed project enters the project pipeline, the borrower and MDB technical staff study and define it further. The actual design and preparation of the project are the borrowing country's responsibility. During this stage, the borrower and/or the MDB **frequently hire consultants** to help with feasibility studies, detailed project design and the assessment of the project's environmental and social effects.
- **Appraisal:** MDB staff conducts in-depth assessments of the technical, financial and economic elements of the project. The appraisal phase is the MDB's responsibility and culminates in a project plan.
- **Negotiation:** The MDB and the borrower negotiate the funding agreement and the project implementation plans. Negotiations result in a loan or funding document that is presented to the appropriate MDB board(s) for approval. The funding becomes effective after board approval and after the country has signed the documents. Funds can now be disbursed, thus commencing the implementation stage of the project.
- **Implementation and Supervision:** Implementation of the project, including procurement, is the responsibility of the borrower and is carried out with minimal MDB assistance. However, the MDB does oversee all major procurement decisions made by the borrower. **Most of the funds are spent during this phase, which provides the bulk of the procurement opportunities for contractors.**
- **Evaluation:** This final phase is an assessment of the project and of the results achieved. It is performed after the project has been completed and all funds have been disbursed.

Project Cycles

- [AfDB - Project Cycle](#)
- [ADB - Project Cycle](#)
- [WB - How the Project Cycle Works](#)

❖ The Procurement Process

It is important for a firm to understand the respective responsibilities of the MDB and the responsibilities defined for the project's executing agency before pursuing a contract related to an MDB-funded project. The executing agency is responsible for all phases of project execution and procurement, which must comply with MDB regulations. These regulations and their related procedures are similar for all MDBs.

Procurement Guidelines

- [WB - Procurement Guidelines Index](#)
- [AfDB Procurement Guidelines](#)
 - **Rules and Procedures for Procurement of Goods and Works (2008, revised July 2012)**
 - **Rules and Procedures for the Use of Consultants (2008, revised July 2012)**

- [ADB Procurement Guidelines](#)

❖ Procurement Information/Notices

Procurement notices represent the actual business opportunities in MDB-financed projects. These are generally posted on the MDB's website, and on independent websites that consolidate project information from major MDBs, UN agencies and foreign governments.

MDB Online Procurement Information

- [AfDB - Procurement Notices](#)
- [AfDB - General-Procurement-Notices](#)
- [AfDB - Specific-Procurement-Notices](#)
- [AfDB-Business-Bulletin](#) – A monthly bulletin providing information on the procurement notices
- [ADB - Procurement Notices and ADB – Advance Notices](#)
- [UN Development Business Online](#) (subscription based)

❖ Suppliers of Goods, Works, Equipment and Non-Consulting Services

For the procurement of goods, equipment, civil works and non-consulting services such as transportation and maintenance, most opportunities occur during the implementation stage of the project.

Most MDBs require the borrower to draft a procurement plan, which states in general terms what products and services will be needed, when they will be required, their approximate costs and the procurement methods to be used. The procurement plan is published on the MDB's website and is updated regularly.

Procurement Plan

- [WB – Procurement -Plan](#)
- [ADB -Procurement-Plans](#)
- [AfDB - Procurement-Plans](#)

International competitive bidding (ICB) is the preferred method when procurement involves large monetary values and/or complex needs. The objective of ICB is to provide all eligible firms with timely notification so that they all have an equal opportunity to bid. Borrowers issue bid invitations or prequalification invitations in at least one local publication and in UN Development Business Online. In some cases, invitations will also appear on the MDB's website.

Invitation for Bids/Procurement Notices

- [AfDB – Invitation-for-Bids](#)
- [AfDB - General-Procurement-Notices](#)

- [AfDB - Procurement Notices](#)
- [AfDB - Specific-Procurement-Notices](#)
- [AfDB-Business-Bulletin](#) – A monthly bulletin providing information on the procurement notices
- [ADB - Procurement Notices](#) and [ADB – Advance Notices](#)
- [UN Development Business Online](#) (subscription based)

❖ Prequalification

Prequalification of bidders is often required if:

- procurement is for large and complex civil contracts;
- procurement is for custom-designed equipment, specialized services or technologies;
- the anticipated cost of preparing a bid would be very high or would discourage competition; or
- goods of an inferior quality would have an unfavourable impact on the project (for instance, in pharmaceutical procurements).

Prequalification Information

- [AfDB - Prequalification for Procurement of Works](#)
- [ADB - Documents](#)
- [ADB - Prequalified-Contractors](#)

❖ Bidding Documents

All firms that prequalify by meeting the specified criteria for eligibility, financial capacity and experience are then invited to bid. Interested firms can obtain bidding documents from the borrower. These documents contain:

- instructions to bidders;
- the form of the bid;
- the form and condition of contract;
- specifications and relevant technical data;
- a list of goods or bill of quantities;
- delivery times or schedules of completion;
- the amount and form of bid security; and
- the basis for bid evaluation and selection.

MDB Bidding Documents

- [AfDB - Standard-Bidding-Documents](#)
- [ADB – Procurement Documents](#)

❖ Bid Evaluation

Contracts are awarded to the lowest-evaluated bid, based on the evaluation criteria. Note that the lowest-evaluated bid may not be the lowest-priced bid, since other factors such as performance, after-sales service, training, maintenance and operating costs are often taken into account. Additionally, a margin of preference may be granted to bidders from the borrowing country, or for manufactured goods with a minimum percentage of domestic content.

❖ Consultants and Consulting Services

MDBs use the term "consultant" for a wide variety of public and private entities that provide consulting services. These include consulting firms, engineering firms, management firms, procurement agents, auditors, commercial banks, universities, research institutions, governmental agencies, NGOs and individuals. It may be noted that MDBs distinguish consulting services from non-consulting services such as maintenance, the latter being procured in the same way as goods and equipment.

Opportunities for consultants occur during most of the project cycle. The following list provides some examples and the points at which they occur:

- The preparation stage can include sector studies, master plans, (pre)feasibility studies, project design and environmental and social assessments.
- The implementation stage can include procurement assistance, project management, training and construction supervision.
- Advisory services, which can be required throughout the project cycle, can include strategy and policy, regulation, institutional reform, capacity building, information technology and technical assistance.

Selection of Consultants

To select consultants for an assignment, the borrower publishes a procurement notice on UN Development Business Online or the MDB's website.

- [AfDB - Procurement](#)
- [ADB - Operational-Procurement- Consulting](#)
- [UN Development Business Online](#) (subscription based)

The notice will ask suitable firms to submit Expressions of Interest (EOIs). For further information, consultants may also refer to the following link: Preparing an Expression of Interest (EOI).

Using the EOIs received, the borrower prepares a shortlist of companies or individuals and sends a Request for Proposal (RFP) to them. The RFP includes the instructions to consultants, the Terms of Reference (ToR) for the project and the proposed contract. Technical and financial proposals may be requested at that time, but will be evaluated separately using a two-

envelope system, in which the financial proposals are opened only after the technical scores have been assessed.

Before submitting an EOI, consultants should familiarize themselves with the selection guidelines of the MDB that is disbursing the loan. These guidelines define the policies, procedures and selection methods that have been agreed on by the borrower and the MDB.

It should also be noted that the relationship between the consultant and the borrower is governed by the RFP and the contract, not by the MDB's procurement guidelines.

The heaviest emphasis in selecting a consultant is on the quality of the services to be provided, and the most common selection method is Quality- and Cost-Based Selection (QCBS). The weight given to quality and cost will depend on the complexity and nature of the assignment although it is usually around 80 percent for quality and 20 percent for cost.

However, the borrower may also use Quality-Based Selection (QBS) if the scope and complexity of the assignment is highly specialized and/or difficult to define, or the assignment will have a major impact on the later stages of the project. In QBS, technical proposals are submitted for evaluation first, and financial proposals submitted only after the technical evaluation has taken place.

Guidelines for Procurement of Consulting Services

- [AfDB Guidelines for the Use of Consultants](#)
- [AfDB - Policies and Procedures](#) - Rules and Procedures for the Use of Consultants
- [ADB - Use of Consultants Guidelines](#)
- [ADB - Guidelines on the Use of Consultants by ADB and Its Borrowers](#)
- [WB - Consultant Guidelines Index](#) - Guidelines: Selection and Employment of Consultants under IBRD Loans & IDA Credits & Grants by World Bank Borrowers

SOURCE: <http://www.tradecommissioner.gc.ca/eng/development-humanitarian-aid-markets/mdb-overview.jsp>

DETAILED PROCUREMENT AND CONSULTING GUIDELINES OF

WORLD BANK

AFRICAN DEVELOPMENT BANK

ASIAN DEVELOPMNT BANK

2. WORLD BANK PROCUREMENT GUIDELINES

RESOURCE GUIDE: Where to Find Information

<http://web.worldbank.org/WBSITE/EXTERNAL/PROJECTS/PROCUREMENT/0,,contentMDK:20109700~menuPK:84282~pagePK:84269~piPK:60001558~theSitePK:84266~isCURL:Y,00.html>

There are a number of sources of information throughout the project cycle that can help companies identify, track and prepare for business opportunities. The following section describes the different reports, documents and notices that exist during the project cycle and, where appropriate, contain links to relevant pages on the World Bank's website. The section concludes by identifying some external web sites that provide information on World Bank and other multilateral development bank projects.

More information on the [Strategic Framework](#) for Bank lending and support.

❖ Pre-Pipeline

Studies on particular development topics are commonly referred to as [Economic and Sector Work](#). These studies can assist companies understand the views of World Bank staff on different, sectors, countries and development challenges.

[Poverty Reduction Strategy Papers](#) (PRSPs) are written by a borrowing country and describe its macro-economic, social and structural policies and programs for reducing poverty and promoting economic growth. PRSPs are developed using a country-driven, participatory approach and provide companies with a broad overview of the borrowing country's development priorities.

[Country Assistance Strategies](#) (CAS) are developed by the World Bank in consultation with borrowing countries. CAS describe the strategic priorities and composition of future World Bank support over the next 4-5 years. They provide the earliest indication to companies of possible World Bank-financed business opportunities in a developing country.

❖ Pipeline

There are three key documents while a project is in the Pipeline. The [Monthly Operational Summary](#) (MOS) provides a brief description of the focus and objectives of ***projects being considered by the World Bank for financing***. Projects are listed in the MOS from the identification stage until a loan or credit agreement is approved by the Bank's Board of Executive Directors and signed by the borrowing country. The status of the project is updated monthly, so the MOS is a useful tool in monitoring progression of a project through the project cycle.

Project Information Documents (PIDs) are generally written by the World Bank Task Team Leader at the end of the identification stage but can be updated until project approval. In about 8-10

pages, PIDs describe the main objectives and components, financing and risks of a project. PIDs are available through the World Bank's [project database](#).

Project Appraisal Documents (PADs) provide the most comprehensive description of World Bank projects. A PAD will include relevant background on the country and sector, and a detailed description of the project's objectives, risks, financing, conditions and implementation arrangements, including a procurement schedule which describes the procurement methods that will be used on the project. PADs are released to the public after the loan or credit is approved by the World Bank's Board of Executive Directors and are available through the World Bank's [project database](#).

General Procurement Notice (GPNs) are issued by borrowing countries. They can be published during the Appraisal and Negotiation stages. GPNs provide a broad overview of the types of equipment, goods and services that will be procured under a project. For any project with large (above \$200,000) consulting contracts or contracts that will be awarded through International Competitive Bidding procedures, a GPN must be published in at least one national newspaper in the country or the project [United Nations Development Business](#).

❖ Implementation

Specific Procurement Notices (SPNs) and *Request for Expressions of Interest* (EOIs) are issued by borrowing countries. SPNs are invitations to bid for goods, equipment and civil works contracts. REIs invite consultants to submit their interest in a project. These expressions of interest will be reviewed and considered as the borrower establishes a short list of firms that will be invited to submit detailed proposals. SPNs and EOIs provide instructions to interested parties on purchasing bidding documents or submitting an Expression of Interest, the deadline for submissions and other requirements. Only large (above US\$10 million for goods and US\$ 200,000 for consulting services) or specialized contracts must be advertised in project [United Nations Development Business](#). Smaller assignments may appear in these sources, but publication is not required.

[Database of Contract Awards](#) is available on the World Bank's website and identifies the winners of bids for large contracts financed by the World Bank.

❖ External Web Sites

There are a number of web sites that provide databases of World Bank and multilateral development bank project information.

[United Nations Development Business](#) (UNDB) is published by the United Nations Department of Public Information. It provides four categories of information: Operational Summaries, New Project Approvals, Procurement Notices and Contract Awards. It is available to companies on a subscription basis.

SOURCE: <http://web.worldbank.org/WBSITE/EXTERNAL/PROJECTS/PROCUREMENT>

3. Africa Development Bank (AfDB) Procurement Guidelines

INFORMATION ABOUT THE PROCUREMENT PROCESS

The following link provides information on the Bank's Procurement process and related documents:

[AfDB Procurement Guidelines](#)

❖ Policies & Procedures

Procurement under AfDB financed Projects is governed by its Procurement Policy, as articulated in two principal policy documents. These were thoroughly revised in May 2008. These are applicable for all procurement activity commenced after November 2008.

- [Rules and Procedures for Procurement of Goods and Works \(2008, revised July 2012\)](#)
- [Rules and Procedures for the Use of Consultants \(2008, revised July 2012\)](#)

To access these reports which provide detailed information on the bank's procurement policies, the following link can be visited:

<http://www.afdb.org/en/projects-and-operations/procurement/resources-for-borrowers/policies-procedures/>

INFORMATION ON THE BIDDING PROCESS FOR ICBs

The following section attempts to provide information on certain common queries related to the Bank's bidding procedures:

❖ INVITATION FOR BIDS/PROCUREMENT NOTICES

- **Where do the invitations for bids appear?**

A General Procurement Notice (GPN) is published by the Bank and the Borrower, in the United Nations Development Business Journal (UNDB) upon the approval of each Loan or Grant, by the Bank's Board of Directors. Subsequently, for all bids where International Competitive Bidding (ICB) is being used, Specific Procurement Notices (SPN) are published in the UNDB and in the respective national press in the Borrower's country. GPNs and SPNs are also published in the Bank's AfDB Business Bulletin, which is published monthly, by the Procurement Unit, and is also available on the Website.

For GPN visit - <http://www.afdb.org/en/projects-and-operations/procurement/resources-for-businesses/general-procurement-notice-gpns/>

For UNDB Journal visit - <https://www.devbusiness.com/Search/Search.aspx?PreLoadProjects=1>

For SPN visit - <http://www.afdb.org/en/projects-and-operations/procurement/resources-for-businesses/specific-procurement-notice-spns/>

For AfDB Business Bulletin visit - <http://www.afdb.org/en/documents/project-related-procurement/afdb-business-bulletin/>

To access Invitation for Bids document, visit the following link:

<http://www.afdb.org/en/projects-and-operations/procurement/resources-for-businesses/invitation-for-bids/>

- **If a firm responds to the General Procurement Notice (GPN) and requests, but does not receive the ICB Specific Procurement Notice (SPN), what should it do?**

Firms will normally see the GPN in the UNDB, and they are advised to follow-up the procurement processing in the UNDB until they see the SPN of interest to them, appear. The GPN will specify when SPNs will be issued. In general however, ***the firm should contact the Borrower as soon as it learns that the bidding documents are being or have been issued and request or buy them immediately***, as the case may be.

If the firm does not have enough time to prepare its bid, after receiving the bidding documents, it has the right to request a postponement in the bid closing date to allow time to prepare its bid. If the Borrower fails to respond, or does not agree to the proposed postponement, the firm should immediately notify the Bank, usually the concerned Project Officer (Task Manager) or the Head of the Procurement Unit.

- **Is the International Competitive Bidding (ICB) procedure the same for both Goods and Civil Works?**

The ICB procedure, in its main steps, for goods and civil works are similar, however, the evaluation criteria differ. In the case of civil works, for example, with Bills of Quantities and or Unit Rates, the price and sometimes the completion period, may be the key considerations. On the other hand, in the case of the purchase of goods, for example, equipment, technical factors such as capacity, maintainability, and fuel efficiency, costs of spare parts and after sales service may be considered in addition to price

❖ BIDDING DOCUMENT

- **Who prepares the bidding documents and how do bidders access them?**

The Borrower prepares the bidding documents based upon the Bank's Standard Bidding Documents (SBDs). The Bank requires that the Borrower's bidding documents must contain the instructions to bidders, a detailed description of the goods or works to be procured, the evaluation criteria and the conditions of the proposed contract. To assist in the preparation of bidding documents, the Bank has developed Standard Bidding Documents (SBDs) that should be used by Borrowers, on a mandatory basis; and, by using these SBDs, the preparation process can be accelerated. All suppliers and contractors should become familiar with these SBDs. [<http://www.afdb.org/en/projects-and-operations/procurement/resources-for-borrowers/standard-bidding-documents/>]

Bidders should make a request for the bidding documents through a written letter to the Borrower's Executing Agency for the project. Bidding documents must be made available to everyone who is eligible and who requests them and pays the requisite Borrower's fees. The Bank monitors the procurement process to ensure that its guidelines are followed. Under the prior review process, Bank staff review the bidding documents, including the sample contract, before they are issued. The Bank further reviews the Borrower's evaluation of bids and the proposal for contract award, as well as the negotiated draft contract to ensure it corresponds with the bid.

❖ SUBMISSION OF BIDS

• How does an interested firm submit a bid?

When a firm learns, from the GPN or SPN or QOS or the AfDB Business Bulletin or the Bank's Website, that procurement opportunities under the Bank's financing, have become available, and it is interested to participate,

- ✓ it should firstly express its interest by writing to the Borrower.
- ✓ It should then request the bidding documents as soon as they are available. [Interested bidders should ensure that they send the Borrower the appropriate fee specified to purchase the bidding documents].
- ✓ Interested bidders may also have a local representative to purchase the documents for them, while Embassies may also sometimes purchase documents on behalf of firms.
- ✓ In all cases bidders should ensure that it is their name that appears on all documents.
- ✓ After a firm receives the bidding documents, it should carefully examine the provisions and requirements in the Instructions to Bidders (ITB) to decide whether it could submit a competitive responsive bid. [The bidder should be certain that it understands both the commercial and technical requirements and it should follow them strictly, in bid preparation. No assumptions should be made in respect of bidding terms and conditions. Any questions or doubts should be clarified with the Client/ Purchaser before the bidder completes the preparation of its bid.]
- ✓ If a firm has decided to bid, it must follow precisely the procedure in the ITB and submit its bid by the specified date and time, and at the specified place, as spelled out in the bidding documents.

- **How does a bidder become pre-qualified to bid and how often does the bidder need to renew its pre-qualification status?**

In order to become a pre-qualified bidder, *a firm must respond to a specific SPN and submit a completed Pre-qualification Questionnaire.* There is no renewal of the pre-qualification status required by the Bank because the pre-qualification exercise is undertaken, on a case-by-case basis, for each major and or complex contract, and all interested firms can submit their pre-qualification data for consideration specifically for that contract. *Pre-qualified bidders are expected to update their pre-qualification data during bidding.*

- **Is it necessary to have a local partner to win a Bank financed contract?**

No. Implementing agencies in member countries cannot force the bidder to use a local partner. Bidders are free either not to choose or to choose their own partner(s) as long as the partner firm is from a member country of the Bank

- **Can a bidder make any corrections for mistakes after submission of a bid?**

Emphatically No. The bidder cannot correct any mistakes in its Bid after bid submission. It is against the laws of good procurement practice. Only clear and unequivocal arithmetical errors can be corrected, by the Borrower/ Executing Agency, when a bid has been opened, as required by the bidding documents. Altering any other elements of any bid is not permitted either by the Borrower or the bidders.

- **Are alternate bids permitted?**

Yes, alternative bids can be acceptable, but this fact shall be explicitly stated in the bidding documents. In the cases where alternative bids are acceptable, a bidder can submit an alternate bid, along with the original bid, but initially the comparison with other bidders would be based on the original bid. However, if the bidder, which has submitted an alternative bid, happens to be the lowest evaluated cost bidder and is substantially responsive, then the alternate bid can be considered

- **What documents are generally required to accompany the bids?**

All documents required to accompany the bids, shall be explicitly stipulated in the Instructions to Bidders (ITBs) of the Bidding documents. Under such clauses in the ITB, the Borrower may demand certain documents or evidence to establish the legal existence of the bidder, its qualifications and experience (economic, technical and financial capabilities) to carry out the works and to provide the services or supply the goods concerned. Some such information that may be required concerning legal and financial aspects are indicated below:

- ✓ Personal situation of the bidder (a judicial record or an equivalent document proving that it is not bankrupt or being wound up, documentary proof that it has not committed an offence that concerns professional conduct, certificate of fulfilment of obligations relating to the payment of taxes etc);

- ✓ Enrolment in a professional or trade register in which they are established;
- ✓ Appropriate statements from bankers;
- ✓ Firm's balance sheet;
- ✓ Statement of firm's overall turnover and its turnover in respect of works, services and supplies to which the tender relates.

❖ SELECTION OF BIDS

• What determines the “Lowest Evaluated Cost Bid”?

The determination of the “Lowest evaluated cost bidder” will be the criteria for evaluation as stipulated in the bid documents. A broad basic criterion would be:

- ✓ Bidder should be qualified
- ✓ The bid should be substantially responsive to the bid documents
- ✓ Lowest bid price
- ✓ Comparison and evaluation with other bidders.
- ✓ Other evaluation criteria, such as transportation, spare parts costs and network, performance measures as stated in the bid documents.

❖ OTHER INFORMATION

• For any other query, please follow the link below:

<http://www.afdb.org/en/projects-and-operations/procurement/frequently-asked-questions/procurement-procedures-for-goods-and-works/prior-to-bid-submission/>

❖ FOR AfDB REPORTS

• To access reports published by AfDB, please follow the link below:

<http://www.afdb.org/en/projects-and-operations/procurement/tools-reports/>

SOURCE: <http://www.afdb.org/en/projects-and-operations>

4. Asian Development Bank (ADB) Procurement Guidelines

INFORMATION ABOUT THE PROCUREMENT PROCESS

The following link provides information on ADB's *Procurement Guidelines*:

[ADB Procurement Guidelines](#)

The following link provides information on the guidelines on the *Use of Consultants* by ADB and its borrowers:

[ADB - Use of Consultants Guidelines](#)

❖ INVITATION FOR BIDS/PROCUREMENT NOTICES

Operational Procurement: Goods, Works, and Related Service

ADB extends loans and provides technical assistance to its developing member countries (DMCs) for a broad range of development projects and programs. These ADB-financed projects involve the procurement of goods, works and services (other than consulting services) from external suppliers.

The current procurement notices can be obtained from the following link

<http://www.adb.org/site/business-opportunities/operational-procurement/goods-services/notices-current>

The following link can be followed to access information on Advance Procurement Notices (Pre-Pipeline projects):

<http://www.adb.org/site/business-opportunities/operational-procurement/goods-services/advance-action>

Operational Procurement: Consulting Services

ADB engages individual consultants and consulting entities (firms, universities, NGOs, etc.) for a wide range of assignments. For example, consulting entities are retained for pre-investment, sector, or other studies, detailed design, contract preparation, and project supervision. Individual consultants, whether hired directly or through consulting entities, provide expert advice and help the ADB to prepare studies, appraisals, and reports

Latest consulting services recruitment notices can be obtained from the following link:

<http://www.adb.org/site/business-opportunities/operational-procurement/consulting>

❖ BIDDING PROCEDURES

The following link lists out the various typed of bidding procedures followed by ADB.

<http://www.adb.org/site/business-opportunities/operational-procurement/goods-services/bidding-procedures>

- Single-Stage: One-Envelope Bidding Procedure
- Single-Stage: Two-Envelope Bidding Procedure
- Two-Stage: Two-Envelope Bidding Procedure
- Two-Stage Bidding Procedure

❖ PROCUREMENT DOCUMENTS

The following link provides access to various Procurement Documents

<http://www.adb.org/site/business-opportunities/operational-procurement/goods-services/documents>

List of Documents:

1. Procurement Guidelines
2. Standard Procurement Document for Prequalification of Bidders
3. Standard Bidding Document (SBD) for the procurements of goods is available for each of four [bidding procedures](#) supported by ADB
4. Two standard bidding documents (SBDs) for the procurement of works
5. Two SBDs are available for the procurement of small works contracts through international competitive bidding (ICB) as well as national competitive bidding (NCB).
6. Standard bidding documents for plant (SBD Plant)
7. Guide on Bid Evaluation

❖ DOCUMENTS ON CONSULTING SERVICES

The following link provides access to various Procurement Documents

<http://www.adb.org/site/business-opportunities/operational-procurement/consulting/documents>

1. Guides
2. Technical Assistance Documents
3. Loans/Loans Related Grants Documents
4. Contract Administration Documents

❖ PROCUREMENT PLANS

The procurement plan provides information to the bidders on opportunities for expected and scheduled procurement related to a given project. Details of a procurement plan include a brief description of goods, and works or consultant services, to be procured; the method of procurement; contract cost estimates; project threshold values; expected advertisement dates; and ADB review procedure. After loan effectiveness, the procurement plan is updated as the need arises or at least annually for the duration of a project.

<http://www.adb.org/site/business-opportunities/goods-services/procurement-plans>

❖ PREQUALIFIED CONTRACTORS

The prequalification of contractors are undertaken for most large, ADB-financed civil works contracts, turnkey contracts and contracts for the supply of expensive and technically complex equipment. ADB reviews and approves the prequalification process conducted by the Borrower's executing agency and publishes lists of prequalified contractors for contracts with estimated value of \$10,000,000 and above

<http://www.adb.org/site/business-opportunities/operational-procurement/goods-services/prequalified-contractors>

SOURCE: <http://www.adb.org/site/business-opportunities/main>