

GOVERNANCE TO ENABLE SERVICE DELIVERY IN MALAWI
PROJECT PREPARATION ADVANCE (PPA)
PROCUREMENT PLAN

I. General

1. Project Information

Country: Malawi

Project Name: Governance to Enable Service Delivery in Malawi

Project ID: P164961

2. Project Implementation Agency: National Local Government Finance Committee (NLGFC)

3. Date of the Procurement Plan: February 1, 2019

4. Period Covered by this procurement plan:

II. Preamble

In accordance with paragraph 5.9 of the “World Bank Procurement Regulations for IPF Borrowers” (July 2016 revised November 2017 and August 2018) (“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 as set forth in STEP.

III. Bank’s Standard Procurement Documents:

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.

IV. 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 *The Public Procurement and Disposal of Assets Act, 2017 and its subsidiary instruments namely: The Public Procurement Regulations, 2004, Desk Instructions (2005), Standard bidding Documents and Circulars for the Public Procurement and Disposal of Assets (PPDA) Authority* such arrangements shall be subject to paragraph 5.4 of the Procurement Regulations under the following conditions:

- o Provision of “set-asides” contracts for small enterprises shall not be applied.
- o Criteria such as environmental aspect, extent of local content, technology transfer, and managerial, scientific & operational skills development shall not be used in the evaluation of bids unless specifically agreed by the Bank on case to case basis.
- o Procurement Documents include provisions, intended to adequately mitigate against environmental, social (including sexual exploitation and abuse and gender-based violence), health and safety (“ESHS”) risks and impacts

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.

In accordance with paragraph 5.4(c) and 5.5 of the Procurement Regulations, the request for bids/request for proposals/request for quotations document shall require that Bidders/Proposers submitting Bids/Proposals/quotations present a signed acceptance at the time of bidding, to be incorporated in any resulting contracts, confirming application of, and compliance with, the Bank’s Anti-Corruption Guidelines, including without limitation the Bank’s right to sanction and the Bank’s inspection and audit rights. The form of the Letter of Acceptance is attached in Appendix 1.

V. Prequalification: N/A

VI. Leased Assets as specified under paragraph 5.10 of the Procurement Regulations: **Not Applicable.**

VII. Procurement of Second Hand Goods as specified under paragraph 5.11 of the Procurement Regulations: **Not Applicable.**

VIII. Domestic preference as specified under paragraph 5.51 of the Procurement Regulations (**Goods and Works**).

(a) Goods: N/A

(b) Works: N/A

Domestic preference is not applicable for National Open Competitive Procurement

IX. 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.--NONE

X. Procurement Prior Review Thresholds (US\$ millions): *The overall Project procurement Risk is **Substantial**. The project being a non-emergency project, there would be generally prior reviews of cases unless specifically indicated in the Procurement Plan as a special measure.*

Post Review: All contracts not subject to prior review shall be subject to post review.

XI. Procurement Prior Review Thresholds Based on Substantial Risk Rating (US\$ millions)

Type of Procurement	Threshold (Million USD)
Works (including turnkey, supply & installation of plant and equipment, and PPP)	5
Goods, information technology and non-consulting services	1.5
Consultants: firms	0.5
Consultants: Individuals	0.2

XII. Thresholds for procurement approaches and methods

Works			Goods, IT and Non-Consulting Services			Shortlist of National Consultants	
Open International	Open National	Request for Quotation	Open International	Open National	Request for Quotation	Consulting Services	Engineering & Construction Supervision
≡	<	≡	≡	<	≡	<	≡
7	7	0.2	1	1	0.1	0.2	0.3

PROCUREMENT PACKAGES WITH METHODS AND TIME SCHEDULES

A. GOODS

B. CONSULTANCY SERVICES

Sr. No	Contract Description	Est. Cost (US\$)	Review by Bank (Prior/Post)	Market Approach	Selection Method	Evaluation Options	Shortlisting (Yes/ No)	Expected date of proposal opening	Expected date of Contract Signature
1	Design of Performance Based Grant, assessment and associated Systems and Procedures for Local Authorities	270,000.00	Prior	Direct	CDS		Yes	Feb 2019	Mar 2019

SUMMARY

NO	CATEGORY OF PROCUREMENT	VALUE (US\$)
A	Goods	
B	Works	
C	Consultancy	
D	Non-Consultancy	
	TOTAL	

Appendix 1

Letter of Acceptance of the World Bank's Anti-Corruption Guidelines and Sanctions Framework

Date: _____
Invitation of Bids/Proposals No. _____
To: _____

We, along with our sub-contractors, sub-consultants, service providers, suppliers, agents (whether declared or not) consultants and personnel, acknowledge and agree to abide by the World Bank's policy regarding Fraud and Corruption (corrupt, fraudulent, collusive, coercive, and obstructive practices), as set out and defined in the World Bank's Anti-Corruption Guidelines¹ in connection with the procurement and execution of the contract (in case of award), including any amendments thereto.

We declare and warrant that we, along our sub-contractors, sub-consultants, service providers, suppliers, agents (whether declared or not), consultants and personnel, , are not subject to, and are not controlled by any entity or individual that is subject to, a temporary suspension, early temporary suspension, or debarment imposed by a member of the World Bank Group, including, inter alia, a cross-debarment imposed by the World Bank Group as agreed with other international financial institutions (including multilateral development banks), or through the application of a World Bank Group finding of non-responsibility on the basis of Fraud and Corruption in connection with World Bank Group corporate procurement. Further, we are not ineligible under the laws or official regulations of *[Insert name of Employer as per bidding document]* or pursuant to a decision of the United Nations Security Council.

We confirm our understanding of the consequences of not complying with the World Bank's Anti-Corruption Guidelines, which may include the following:

- a. rejection of our Proposal/Bid for award of contract;
- b. in the case of award, termination of the contract, without prejudice to any other remedy for breach of contract; and
- c. sanctions, pursuant to the Bank's Anti-corruption Guidelines and in accordance with its prevailing sanctions policies and procedures as set forth in the Bank's Sanctions Framework. This may include a public declaration of ineligibility, either indefinitely or for a stated period of time,

¹*Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by International Bank for Reconstruction and Development Loans and the International Development Agency Credits and Grants*, dated October 15, 2006, and revised in January 2011 and July 2016, as they may be revised from time to time.

(i) to be awarded or otherwise benefit from a Bank-financed contract, financially or in any other manner;² (ii) to be a nominated³ sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract; and (iii) to receive the proceeds of any loan made by the Bank or otherwise to participate further in the preparation or implementation of any Bank-financed project.

We understand that we may be declared ineligible as set out above upon:

- a. completion of World Bank Group sanctions proceedings according to its prevailing sanctions procedures;
- b. cross-debarment as agreed with other international financial institutions (including multilateral development banks);
- c. the application of a World Bank Group finding of non-responsibility on the basis of Fraud and Corruption in connection with World Bank Group corporate procurement; or
- d. temporary suspension or early temporary suspension in connection with an ongoing World Bank Group sanctions proceeding.

For avoidance of doubt, the foregoing effects of ineligibility do not extend to a sanctioned firm's or individual's execution of its ongoing Bank-financed contracts (or its ongoing sub-agreements under such contracts) that are not the subject of a material modification, as determined by the Bank.

We shall permit, and shall cause our sub-contractors, sub-consultants, agents (whether declared or not), personnel, consultants, service providers or suppliers, to permit the Bank to inspect⁴ all accounts, records, and other

² For the avoidance of doubt, a sanctioned party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and bidding, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

³ A nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider (different names are used depending on the particular bidding document) is one which has been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that allow the bidder to meet the qualification requirements for the particular bid; or (ii) appointed by the Borrower.

⁴ Inspections in this context are usually investigative (i.e., forensic) in nature: they involve fact-finding activities undertaken by the Bank or persons appointed by the Bank to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any

documents relating to the procurement process and/or contract execution (in the case of award), and to have them audited by auditors appointed by the Bank.

We agree to preserve all accounts, records, and other documents (whether in hard copy or electronic format) related to the procurement and execution of the contract.

Name of the Bidder/Consultant: _____

Name of the person duly authorized to sign the Bid/Proposal on behalf of the Bidder/Consultant:

Title of the person signing the Letter: _____

other documents, data, and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third-party verification of information.

PROCUREMENT PLAN Malawi : Malawi Governance to Enable Service Delivery Project

General Information

Country: Malawi **Bank's Approval Date of the Original Procurement Plan:** 2019-02-21
Revised Plan Date(s): (comma delineated, leave blank 2023-07-27)
Project ID: P164961 **GPN Date:**
Project Name: Malawi Governance to Enable Service Delivery Project
Loan / Credit No.: IDA / V2660, IDA / D5980
Executing Agency: National Local Government Finance Committee

WORKS

Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	Estimated Amount (US\$)	Actual Amount (US\$)	Process Status	Draft Pre-qualification Documents		Prequalification Evaluation Report		Draft Bidding Document / Justification		Specific Procurement Notice / Invitation		Bidding Documents 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	

GOODS

Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	Estimated Amount (US\$)	Actual Amount (US\$)	Process Status	Draft Pre-qualification Documents		Prequalification Evaluation Report		Draft Bidding Document / Justification		Specific Procurement Notice / Invitation		Bidding Documents 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
MW-NLGF-149068-GO-RFO / Procurement of ICT equipment	IDA / V2660	Local Government Performance Improvement Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		9,027.00	11,112.34	Completed							2019-12-09	2019-12-11							2019-12-23	2020-05-01	2020-01-20	2020-06-06
MW-NLGF-238107-GO-RFO / Procurement of ICT Equipment	IDA / D5980	Local Government Performance Improvement Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		42,000.00	35,717.75	Completed							2021-06-09	2021-06-25							2021-06-25	2021-07-24	2021-07-16	2021-08-27
MW-NLGF-255282-GO-RFB / Procurement of Motor Vehicles 1. 23No Double Cabin 4x4 Vehicles 2. 1No Saloon Vehicle	IDA / D5980	Local Government Performance Improvement Support	Post	Request for Bids	Open - International	Single Stage - One Envelope		1,686,000.00	1,987,085.67	Signed			2021-10-04	2021-10-22	2021-10-08	2021-10-21			2021-11-19	2021-12-03	2021-11-30	2021-12-17			2021-12-23	2022-05-06	2022-04-02	
MW-NLGF-260034-GO-RFO / Procurement of 28No Desktop Computers and 28No Printers for LAs including 10No Laptops for LAPAI	IDA / D5980	Local Government Performance Improvement Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		90,000.00	117,213.52	Completed							2021-11-03	2021-11-02							2021-12-10	2021-12-07	2022-01-19	2022-02-21
MW-NLGF-267597-GO-RFO / Procurement of Video conference Equipment	IDA / D5980	Strengthening inter-governmental Accountability Systems	Post	Request for Quotations	Limited	Single Stage - One Envelope		30,000.00	32,740.48	Signed							2021-12-20	2022-03-16							2022-01-21	2022-05-26	2022-02-20	
MW-NLGF-315086-GO-RFO / Procurement of 28No Tablets for councils and 4No Laptops for PMS ICT Trainers.	IDA / D5980	Local Government Performance Improvement Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		45,000.00	0.00	Signed							2022-09-21	2022-09-28							2022-11-11	2022-11-03	2023-01-10	
MW-NLGF-326494-GO-RFO / Procurement of 5No Laptops for LAPAI members	IDA / D5980	Local Government Performance Improvement Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		15,500.00	0.00	Completed							2022-11-23	2023-01-04							2023-01-18	2023-01-18	2023-02-17	2023-03-15
MW-NLGF-326495-GO-RFO / Procurement of the following items 1. 500No GESD Executive Diaries 2. 300No GESD Note Pads 3. 500No One Month to View Calendars 4. 3,000No GESD 12 months to view Calendars	IDA / D5980	Adaptive Management and Innovation Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		37,000.00	0.00	Signed							2022-11-23	2023-01-05							2023-01-18	2023-02-22	2023-02-17	
MW-NLGF-350210-GO-RFO / Supply and Delivery of 1No Motor Vehicle	IDA / D5980	Adaptive Management and Innovation Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		100,000.00	0.00	Under Implementation							2023-03-29	2023-04-04							2023-05-24		2023-07-23	
MW-NLGF-350451-GO-RFO / Supply and Delivery of 3No Specialized Digital Content Management Laptop computers for Knowledge Management	IDA / D5980	Adaptive Management and Innovation Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		11,500.00	0.00	Signed							2023-03-29	2023-04-04							2023-05-24	2023-06-17	2023-06-23	
MW-NLGF-350458-GO-RFO / Supply and Delivery of 500 No Golf Shirts, 1000No TShirts, 4500No fish jackets, 18,000 OmtsrWrappers, 28No Roll Up Banners, 500No Branded caps, and 500No Posters/Leaf	IDA / D5980	Adaptive Management and Innovation Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		70,000.00	0.00	Signed							2023-03-29	2023-04-04							2023-05-24	2023-06-14	2023-06-30	
MW-NLGF-350461-GO-RFO / Supply and Delivery of 5,000 No Asset Register Tags	IDA / D5980	Strengthening Inter-governmental Accountability Systems	Post	Request for Quotations	Limited	Single Stage - One Envelope		22,000.00	0.00	Cancelled							2023-03-29								2023-05-08		2023-05-31	
MW-NLGF-372345-GO-RFO / Supply and delivery of ICT equipment	IDA / D5980	Adaptive Management and Innovation Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		12,000.00	0.00	Pending Implementation							2023-07-26								2023-09-08		2023-10-31	
MW-NLGF-374046-GO-RFO / Supply and Delivery of ICT Equipment	IDA / D5980	Strengthening Inter-governmental Accountability Systems	Post	Request for Quotations	Limited	Single Stage - One Envelope		9,000.00	0.00	Pending Implementation							2023-08-09								2023-10-04		2023-11-03	

NON CONSULTING SERVICES

Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	Estimated Amount (US\$)	Actual Amount (US\$)	Process Status	Draft Pre-qualification Documents		Prequalification Evaluation Report		Draft Bidding Document / Justification		Specific Procurement Notice / Invitation		Bidding Documents 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			
MW-NLGF-253640-NC-DR / Procurement of Printing Services of the dummy cheques for IPF of Performance Based Grant to be presented to Local Authorities.	IDA / V2660	Local Government Performance Improvement Support	Post	Direct Selection	Direct			1,200.00	1,200.00	Completed						2021-09-15	2021-09-15	2021-09-16	2021-09-15							2021-09-16	2021-09-17	2021-09-24	2021-09-30
MW-NLGF-278340-NC-RFO / Printing of DDF and AIP Guidelines	IDA / D5980	Local Government Performance Improvement Support	Post	Request for Quotations	Limited	Single Stage - One Envelope		9,000.00	2,196.09	Completed							2022-02-19	2022-03-18							2022-04-16	2022-05-26	2022-05-16	2022-06-14	

MW-NLGF-261057-CS-CDS / Procurement of consulting services to improve and hand over a Citizen Engagement Platform.	IDA / D5980	Adaptive Management and Innovation Support	Post	Direct Selection	Direct		25,000.00	23,213.94	Signed	2021-11-05	2021-11-05	2021-11-15	2021-11-17			2022-01-19	2022-02-05	2022-02-18	2022-07-16
MW-NLGF-307193-CS-CDS / Procurement of consulting services to conduct Local Authority Performance Assessment	IDA / D5980	Performance-Based Financing for Service Delivery	Post	Direct Selection	Direct - National		294,000.00	0.00	Signed	2022-08-12	2022-08-18	2022-08-17	2022-08-19			2022-10-01	2022-10-19	2023-01-29	
MW-NLGF-318562-CS-CDS / Procurement of Consulting Services to provide support in the rolling out of the Project Management and Information System.	IDA / D5980	Local Government Performance Improvement Support	Post	Direct Selection	Direct - International		125,000.00	0.00	Signed	2022-10-04	2022-09-28	2022-10-14	2022-09-29			2022-12-18	2022-11-05	2023-03-18	
MW-NLGF-366507-CS-CDS / consultancy Services to upgrade LAPAS	IDA / D5980	Performance-Based Financing for Service Delivery	Post	Direct Selection	Direct - International		30,000.00	0.00	Under Implementation	2023-06-16	2023-06-16	2023-06-26				2023-07-31		2023-08-31	