

# PROJECT PROCUREMENT STRATEGY FOR DEVELOPMENT (PPSD)

## 1. Project Overview

Completion of the template should focus on describing the details of each of the higher value / risk contracts identified through the application of Supply Positioning as described in the PPSD Preparation and Project Cycle Section of the PPSD Guidance Note. All similar contracts, having similar approaches should be consolidated and described under one heading.

Country	USA, Dominican Republic, Jamaica, Haiti, Saint Lucia, The Bahamas, Antigua and Barbuda, St. Vincent and the Grenadines
Full Project Name	Critical Ecosystem Partnership Fund - Caribbean Hotspot Project (P173464)
Total Finance (\$)	US\$ 13.90 million
Project Number	P173464
Summary of Project Development Objectives	<p>To improve the capacity of civil society organizations to reduce threats to globally important biodiversity in the Caribbean Islands Biodiversity Hotspot. This includes key results of:</p> <ul style="list-style-type: none"><li>i. Number of local/regional civil society organizations with increased organizational capacity, as measured by the civil society tracking tool.</li><li>ii. Number of civil society networks or partnerships supported to improve collaboration with and coordination among civil, public and private stakeholders.</li><li>iii. Area of priority KBAs within protected areas with improved management, as measured by the Management Effectiveness Tracking Tool (hectares).</li><li>iv. Area of priority KBAs outside protected areas with strengthened management of biodiversity (hectares).</li></ul>

## 2. Overview of Country, Borrower and Marketplace

### a. Operational Context

**Governance aspects:** The Project will be implemented as a Recipient Executed Trust Fund (RETF). CI will be responsible for overall implementation, including fiduciary, project M&E and implementation of the project components. The Project Implementation Unit (PIU) will be the CEPF Secretariat, which is hosted by CI on behalf of the CEPF donor partnership with key staff to provide overall coordination of the Project. The PIU will report to and be directly supervised by a Task Team at the World Bank.

Implementation of project activities within the Caribbean Islands Hotspot will be supported by a Regional Implementation Team (RIT), which will help to engage and strengthen civil society organizations (CSOs) through provision of training, technical support and small grants. The RIT will be hosted at the Caribbean Natural Resources Institute (CANARI), a highly experienced institution working with CSOs in the Caribbean based in Trinidad, which acted as the RIT during the initial phase of CEPF investment in the hotspot. The RIT will report to the CEPF Secretariat and receive financial and technical support to bolster its capacity for project implementation. As indicated in the project description, CANARI will support CEPF in implementing various project activities as well, in particular awarding small grants to CSOs.

Implementation of the project will also be supported by a Collaborative Social Accountability Team (CSAT), hosted at the *Instituto Tecnológico de Santo Domingo* (INTEC), an experienced institution in the region, based in the Dominican Republic. The CSAT will report to the CEPF Secretariat, which will provide funding and oversight to INTEC. INTEC will also benefit from co-financing and oversight from the World Bank's Global Partnership for Social Accountability (GPSA) for parallel activities outside the direct scope of the project.

**Economic Aspects:** The proposed project is expected to generate significant benefits streams for selected countries. The magnitude and main types of expected benefits from the project can be divided in two key areas. First, on biodiversity conservation, the project is expected to increase the establishment of new protected areas, areas with improved management or production landscapes with strengthened biodiversity management via CEPF grantees. Second, on CSOs, the project aims to increase technical and financial sustainability to promote conservation and nature-based solutions to climate change.

Activities such as those to be supported by the Project will result in the provision of public goods and services that do not lend themselves easily to private provision. Establishing sound policies for biodiversity conservation and effective sustainable management are primary governance activities that can only be provided by coordinated efforts of the national governments

and local authorities; these are essential for sustainable economic development in the selected countries.

**Sustainability Aspects:** The Environment, Natural Resources and Blue Economy Global Practice (ENB) in charge of the project, provides expertise and technical assistance to help low- and middle-income countries manage land, sea and freshwater natural resources in a sustainable way to help create jobs, improve livelihoods, enhance ecosystem services (such as carbon sequestration, pollination or water regulation), decrease pollution and increase resilience to climate change.

**Technological Aspects:** The PIU has modern and adequate systems in place that can provide, with reasonable assurance, accurate and timely information on the status of the funds as required by the Bank.

### **b. Client Capability and PIU Assessment**

Conservation International (CI), based in 2011 Crystal Dr, Suite 600, Arlington, VA 22202 will administer and implement the project, through the CEPF Secretariat as the PIU. Procurement activities in these implementing agencies will be handled by procurement staff employed by CI. FM functions, including accounting, budgeting, flow of funds, as well as the preparation of financial and disbursement requests to be submitted to the World Bank, will be carried out by the implementing entity's financial management staff who are well qualified and have good experience in managing donor funding, including previous experience with World Bank projects.

**Experience:** Over the past 21 years, CI has managed several projects financed by the World Bank Group. To implement efficiently the project, the Bank support will include: (a) building capacity through some training on Bank's guidelines and tools; (b) reviewing the project operational manual, the procurement plan, and standard bidding documents; and (c) providing timely support

**Need for Hands-on Support:** The project under consideration involves low-value contracts. Moreover, procurement activities will be handled by CI under the supervision of the Bank. Thus, hands-on, expanded implementation support shall not be required.

**Contract management capability and capacity:** CI has suitable experience on contract management as it has extensive experience handling similar contracts as those planned for this project.

### **c. Market Analysis**

Depending on location, there could be a situation where the pool of suppliers is limited. The technical needs for this project may require international experts. It is not anticipated to be affected by the local market situation.

### **3. Procurement Risk Analysis**

The overall fiduciary risk for this project is assessed as **low** since it builds on an existing program structure (CEPF) and builds on longtime cooperation with the Bank for similar projects. There are no major risks identified regarding procurement, as the project will not finance high-value nor high-risk contracts.

### **4. Procurement Objective**

Major procurement objectives are: (i) to carry out the selection/bidding process in a timely, efficient, transparent manner with an emphasis on fit-for-purpose, quality and value for money, and (ii) to manage signed contracts so as quality deliverables are obtained from their services which in turn will help to meet the Project's Development Objectives.

### **5. Recommended Procurement Approach for the Project**

No procurement activity will start before the approval of the procurement plan by the Bank. CI will follow the Bank's Anticorruption Guidelines and will not engage the services of firms and individuals suspended and debarred by the Bank.

CI will prepare the terms of reference (TORs) and bidding documents ahead of the estimated date of issuance mentioned in the approved procurement plan. All TORs for consulting and non-consulting services will be reviewed and cleared by the Bank. CI will submit for the Bank's no objection only bidding documents under prior review.

**Market approach:** Procurement activities will be processed through open competition, and on an exceptional basis through least cost selection. The request including detailed justifications will be submitted to the Bank for any direct selection process. In all cases, the selection method will conform to the procurement plan approved by the Bank.

The type of contracts to be signed with consultants will be based on time spent or deliverables.

- Contract and Estimated Cost: Annual project audit. \$10,000.
- Procurement Approach: Least Cost Selection of an external audit firm will perform the annual specific project audits as required by donors for negotiated fee based on TOR.

**6. Preferred arrangement for low value, low risk activities (if applicable)**

Contract	Category	Estimated Cost	Procurement Arrangement and Method
Notebook computer	Category 1 - Goods, non-consulting service,s consulting services, training, operating cost and sub-grants	\$1,703.39	Direct Selection
Project financial audit	Category 1 - Goods, non-consulting service,s consulting services, training, operating cost and sub-grants	\$63,000	Least Cost Selection

**7. Summary of PPSD to be inform the Bank’s preparation of the PAD**

All services required for the Project and to be financed out of the proceeds of the Grant shall be procured in accordance with the requirements set forth in the “World Bank Procurement Regulations for Borrowers under Investment Project Financing” dated December 2019. The provisions of the Recipient’s procurement plan for the Project will be updated from time to time in agreement with the Bank. Supervision missions and post procurement reviews will provide the required recommendations to achieve efficient project implementation.

**Submission Date:**

**By:**

**PROCUREMENT PLAN** Jamaica : Critical Ecosystem Partnership Fund - Caribbean Hotspot Project

**General Information**  
**Country:** Jamaica **Bank's Approval Date of the Original Procurement Plan:** 2022-02-28  
**Revised Plan Date(s):** (comma delineated, leave blank) 2024-09-03  
**Project ID:** P173464 **GPN Date:** 2021-11-03  
**Project Name:** Critical Ecosystem Partnership Fund - Caribbean Hotspot Project  
**Loan / Credit No.:** TF / B5467  
**Executing Agency:** Caribbean Natural Resources Institute

**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		
TT-CANARI-260244-GO-RFQ / Laptop computers	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Request for Quotations	Limited	Single Stage - One Envelope		5,000.00	0.00	Under Implementation								2021-11-06	2021-09-14							2022-01-01	2022-06-30	

**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		

**CONSULTING FIRMS**

Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Contract Type	Estimated Amount (US\$)	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	
TT-CANARI-260231-CS-CDS / Dominican Republic Country Coordinator	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Consultant Qualification Selection	Open - National		39,600.00	0.00	Canceled	2021-11-01	2022-03-11	2021-11-22	2022-10-28	2022-01-05									2022-02-04	2022-03-11	2022-09-07	
TT-CANARI-260238-CS-CDS / Project Financial Auditor	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Consultant Qualification Selection	Limited		10,000.00	0.00	Under Implementation	2023-09-21	2023-11-10			2023-10-05									2023-10-12	2023-10-20	2023-11-30	
TT-CANARI-423154-CS-CDS / Haiti Country Coordinator (part time)	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Consultant Qualification Selection	Open - National		55,500.00	0.00	Pending Implementation	2024-04-18		2024-05-16		2024-06-07									2024-06-21	2024-07-01	2027-05-28	

**INDIVIDUAL CONSULTANTS**

Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Contract Type	Estimated Amount (US\$)	Actual Amount (US\$)	Process Status	Terms of Reference		Invitation to Identify / Selected Consultant		Draft Negotiated Contract		Signed Contract		Contract Completion
										Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	
TT-CANARI-260238-CS-CDS / Project Financial Auditor	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Direct Selection	Direct		10,000.00	0.00	Canceled	2023-02-06		2023-02-16					2023-04-22	2023-10-19
TT-CANARI-260239-CS-CDS / CANARI Annual Institutional Audit	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Direct Selection	Direct		7,500.00	0.00	Under Implementation	2022-03-21	2022-11-17	2022-03-31					2022-06-04	2022-12-01
TT-CANARI-260240-CS-INDV / RIT in-country support - The Bahamas	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Individual Consultant Selection	Limited		19,000.00	0.00	Under Implementation	2022-06-06	2022-06-14	2022-06-11					2022-08-06	2023-02-02
TT-CANARI-260241-CS-INDV / RIT in-country support - St. Vincent and the Grenadines	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Individual Consultant Selection	Limited		19,000.00	0.00	Pending Implementation	2022-06-06		2022-06-11					2022-08-06	2023-02-02
TT-CANARI-260242-CS-INDV / RIT in-country support - Antigua and Barbuda	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Individual Consultant Selection	Limited		10,000.00	0.00	Pending Implementation	2022-06-06		2022-06-11					2022-08-06	2023-02-02
TT-CANARI-260243-CS-INDV / RIT in-country support - Saint Lucia	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Individual Consultant Selection	Limited		10,000.00	0.00	Pending Implementation	2022-06-06		2022-06-11					2022-08-06	2023-02-02
TT-CANARI-259226-CS-CDS / Short-term contract for Haiti Country Coordinator for 23 days effort through Dec 2022 as the World Bank has not approved full operations in Haiti. Consultancy outputs will support further decision-making. Amount = \$7,500 in fees & max \$2,500 reimbursables	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Direct Selection	Direct - National		10,000.00	0.00	Under Implementation	2022-09-16	2022-08-15	2022-09-23	2022-08-15				2022-09-27	2022-12-28
TT-CANARI-327084-CS-INDV / Dominican Republic Country Coordinator	TF / B5467	Component 2: Increased Capacity of CSOs in Conservation	Post	Individual Consultant Selection	Open - National		40,000.00	0.00	Under Implementation	2022-11-17	2022-06-14	2023-01-05					2023-03-02	2023-08-29
TT-CANARI-340842-CS-INDV / Maternity Cover English-speaking Caribbean country coordinator	TF / B5467	Component 1: Increased Share of Land and Sea in and around Priority KBAs under improved Management	Post	Individual Consultant Selection	Direct - International		19,200.00	0.00	Under Implementation	2023-02-06	2023-02-06	2023-02-06	2023-02-08				2023-02-10	2023-05-12