

## Procurement Plan

### I. General

#### 1. Project Information

Country : Rwanda  
 Recipient : Republic of Rwanda  
 Project Name : Advancing Citizen Engagement  
 Loan Credit No. :

**2. Bank's Approval Date of the Procurement Plan : 22 Feb. 2021**

**3. Date of General Procurement Notice : 29 Oct. 2021**

**4. Period Covered by this procurement plan : 18 months**

### II. Goods, Works, and Non-Consulting Services

#### 1. Thresholds for the Method of Procurement:

Method of Procurement	Thresholds for Method (US\$ equivalent)
Open International (Goods)	Equal to or more than 1 million
Open National ( Goods) - Open Tender as per PPDA 2015	< \$1 million and > 20,000
RFQ (Goods)	Less than 20,000 or as stipulated in Kenya Procurement Regulations 2017
Open International (Works)	Equal to or more than 10 million
Open National (Works) - Open Tender as per PPDA 2015	Less than 10 million
RFQ (works)	Less than 20,000 or as stipulated in Rwanda Procurement Regulations

Method of Procurement	Thresholds for Method (US\$ equivalent)
Open International (Non-consulting Services)	Equal to or More than 1 million
Open National (Non-consulting Services) - Open Tender as per PPDA 2015	Less than 1 million
Direct Contracting	No threshold; meet requirements of Bank's Procurement Regulations

**Prior Review:** The details of the Procurement review / oversight are defined in the Annex II of the Regulations for borrowers. The following would be subject to Prior review of the Bank regardless of the Method of selection (Project Procurement Risk Rating is "High"):

- (a) **Goods:** First procurement under the project irrespective of value and all procurements estimated to cost more than USD 4 million is reviewed and cleared by Bank outside of STEP.

***The prior review thresholds will be reviewed during the implementation of the project and modified, based on the risk assessment.***

**2. For contracts subject to prior review, the Borrower shall seek the Bank's no objection before agreeing to:**

- a. an extension of the stipulated time for execution of a contract that has an impact on the planned completion of the project;
- b. any material modification of the scope of the Works, Goods, Non-consulting services or Consulting Services, or other significant changes to the terms and conditions of the contract;
- c. any variation order or contract amendment (except in cases of extreme urgency), including due to extension of time, that singly or combined with all previous variation orders or amendments, increases the original contract amount by more than 15% (fifteen percent); or
- d. the proposed termination of the contract.

The Borrower / IA shall provide a copy of all amendments to the contract to the Bank for its records..

**3. Prequalification**

Not Applicable

**Domestic Preference.** The provision of domestic preference shall be applied in the evaluation of bids in accordance with Annex VI of the Regulations.

#### **4. Reference to Standard Procurement Documents**

Bank's Standard RFB Goods and RFP Consulting Services dated July 2016, as updated from time to time will be used as a base and incorporating suitable modifications and the same would be agreed with the Bank subject international competition.

### **III. Selection of Consultants**

#### **1. Methods and Prior Review Threshold**

**Selection methods of procurement of Consultants' Services (Firms):** The Approved Selection Methods as reflected in the Section VII of the procurement regulations

<b>Method of Procurement</b>	<b>Thresholds for Methods</b>
Quality and Cost Based Selection (QCBS)	As per requirements of para 7.3 of the Regulations
Quality Based Selection (QBS)	As per requirements of para 7.8 to 7.10 of the Regulations
Selection based on a Fixed Budget (FBS)	As per requirements of para 7.4 and 7.5 of the Regulations
Selection Based on Least Cost Basis (LCS)	As per requirements of para 7.6 and 7.7 of the Regulations
Selection based on Consultant's Qualification (CQ)	As per requirements of para 7.11 and 7.12 of the Regulations
Direct	Must meet the requirements of Para 7.13 to 7.15 of the Regulations, and with prior agreement in PP with the Bank.

**The short list may consist of all National consultants in case the estimated cost is less than USD 300,000**

**Procurement methods for Selection of Individual Consultants (IC):** The Approved Selection Methods as reflected in the Section VII of the procurement regulations

<b>Method of Procurement</b>	<b>Thresholds for Methods</b>
Open Competitive Selection	As per requirements of para 7.36 and 7.37 of the Regulations

Limited Selection	Competitive	As per requirements of para 7.38 of the Regulations
Direct		Must meet the requirements of Para 7.39 of the Regulations, and with prior agreement in PP with the Bank

**\*Shall meet the requirements as stated in Regulations**

**Prior Review Thresholds:** The details of the Procurement review / oversight are defined in the Annex II of the Regulations for borrowers. The following would be subject to Prior review of the Bank regardless of the Method of selection:

- (a). **Consulting Firm:** First procurement under the project irrespective of value and all procurements estimated to cost more than USD 2 million is reviewed and cleared by Bank outside of STEP; and
- (b). **Individual Consultant:** all procurements estimated to cost more than USD 0.4 million

**Terms of Reference (ToR) for all consultant contracts shall be furnished to the Bank for its prior review and No Objection.**

Contract (Description)	Category	Estimated Cost USD \$	Proc. Method	Review by Bank (Prior / Post)	Planned Bid floating date	Expected Bid Opening Date	Financing source	Comments
<b>Component 1a Training Materials</b>	Non-Cons	\$2.964	QCBS	Post	N/A	N/A	World Bank	Activity 1.6 Printing of SEDO Training Guides
<b>Component 1b Facilitation Materials</b>	Non-Cons	\$93,126	QCBS	Post	N/A	N/A	World Bank	Facilitation kits. Multiple smaller contracts for each sector.
<b>Component 3 Materials &amp; Printing</b>	Non-Cons	\$3,000	QCBS	Post	N/A	N/A	World Bank	National Framework materials and printing

<b>Component 4 Report Production, Translation &amp; Printing</b>	Non-Cons	\$1,000	QCBS	Post	N/A	N/A	World Bank	3 x reports
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<b>Assignment Descriptions</b>	<b>Cost estimate in US\$</b>	<b>Method</b>	<b>Review</b>	<b>Expected Proposal Submission Date</b>	<b>Financing Source</b>	<b>Comments</b>
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**Consultancy**

<b>Translation Services (Component 1b)</b>	\$2,205	QCBS	Post	<i>TBD</i>	World Bank	To be advertised
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<b>Annual Audit (Component 4)</b>	\$30,000	LCS	Post	<i>TBD</i>	World Bank	To be advertised. 3 x audits, one each year.
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**PROCUREMENT PLAN** Rwanda : Rwanda: Advancing Citizen Engagement Project

**General Information**  
 Country: Rwanda Bank's Approval Date of the Original Procurement Plan: 2022-02-01  
 Revised Plan Date(s): (comma delineated, leave blank if non 2022-02-18)  
 Project ID: P172862 GPN Date:  
 Project Name: Rwanda: Advancing Citizen Engagement Project  
 Loan / Credit No: TF / BS129  
 Executing Agency(ies) Spark Microgrants

WORKS																														
Activity Reference No. / Description	Loan / Credit No.	Component	Review Type	Method	Market Approach	Procurement Process	Prequalification (Y/N)	High SEA/SH Risk	Procurement Document Type	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 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

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 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	

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 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	

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		Planned	Actual
RW-SM-255180-CS-LCS / Annual audit - External auditors	TF / BS129	Project Management, Monitoring and Evaluation, and Knowledge Dissemination	Post	Least Cost Selection	Open - National		30,000.00	0.00	Pending implementation	2022-02-15		2022-02-20		2022-03-29					2022-04-26		2022-05-03		2022-05-24		2022-06-28		2022-12-25	

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 Identified/Selected Consultant		Draft Negotiated Contract		Signed Contract		Contract Completion											
										Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual		Planned	Actual									
RW-SM-254544-CS-QCBS / Translation services	TF / BS129	Village and Local Government Capacity Building	Post	Individual Consultant selection	Open		2,205.00	0.00	Under implementation	2021-10-03	2021-03-04	2021-11-21		2021-12-12			2022-01-16		2022-07-15										