

## PROCUREMENT PLAN (Project Preparation Advance- PPA)

**Project information:** Ghana, Africa Higher Education Centers of Excellence for Development Impact Project (ACE Impact) P164546

**Project Implementation agency:** Association of African University (AAU)

**Date of the Procurement Plan:** September 7, 2018

**Period covered by this Procurement Plan:** October 2018- June 2019 (PPA Period)

### 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 and national competitive procurement and those contracts as specified in the Procurement Plan tables in STEP.

**National Procurement Arrangements:** As AAU does not follow Ghana PPDA, when approaching the national market (as specified in the Procurement Plan tables in STEP), Bank’s Procurement Regulations will be followed.

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

***Procurement of Second-Hand Goods as specified under paragraph 5.11*** of the Procurement Regulations –Not Applicable

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

Goods: is applicable for those contracts identified in the Procurement Plan tables;

Works: is applicable for those contracts identified in the Procurement Plan tables

### **Other Relevant Procurement Information.**

None

## **Recommendations from the Procurement Assessment of AAU (Finalized in June 2018)**

As part of the preparation of the Project Preparation Advance (PPA), the following recommendations were made as a result of the procurement assessment of AAU, carried out by the World Bank:

- a. Recruit external consultant/staff who is proficient with much experience -in World Bank procurement rules and procedures, general procurement, donor funded procurement to prosecute all procurement at AAU as well as quality assure and support the procurement at the identified Centers of Excellences;
- b. Use World Bank standard procurement documents found on the website-[www.worldbank.org/procurement](http://www.worldbank.org/procurement) for all procurements with the appropriate modification acceptable by the World Bank;
- c. Prepare a simple Procurement Manual (or a part of a Public Investment Management- PIM) in line with the World Bank Procurement Regulation to guide procurement implementation;
- d. The Project should immediately prepare the Project Procurement Strategy Document PPSD- with support of the World Bank and prepare a procurement plan covering at least the first 18 months of the project life- to be immediately submitted to the Bank for review and clearance.
- e. The Procurement Specialist should attend the World Bank monthly procurement clinic, while building the capacity of the entire organization on World Bank procurement procedures.

**Thresholds for Prior Review, Procurement Approaches and Methods – Good, Works, Non-Consulting Services and Consulting Services**

RISK RATING	Prior Review Threshold in (US\$ '000)					Procurement Methods Thresholds (in US\$'000)							
			Consultants		Single Source & Direct Contract	Works			Goods, IT and non-consulting services			Shortlist of National Consultants	
	Works	Goods, IT Systems+ Non Con. Serv	Firms	Individuals		Open International or ICB	Open National or NCB	Request for Quotation/ National Shopping	Open International or ICB	Open National or NCB	Request for Quotation/ National Shopping	Consulting services	Engineering & construction supervision
<b>HIGH</b>	≥\$5,000	≥\$1,500	≥\$500	≥\$200	≥\$50	≥15000	<15000	≤200	≥3000	<3000	≤100	<300	≤500

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

**I. Summary of the procurement packages for Good, Works and Non-Consulting Services**

Sr. No	Contract Description	Estimated Cost (US\$)	Review by Bank (Prior/ Post)	Market Approach (Open-National/ Limited etc.)	Selection Method (RFP, RFB, RFQ, DS etc.)	Evaluation Options (Most Advantageous Bid, BAFO, Rated Criteria etc.)	Procurement Process (Single stage-single envelope etc.)	Prequalification (Yes/ No)	Domestic Preference (Yes/No)	Expected date of bid/ proposal opening	Expected date of Contract Signature
<b>NON-CONSULTING SERVICES</b>											
1	Translation services during selection of ACEs (PSC meeting)	6,000	Post	Open-International	RFQ	Most advantageous bid	Single stage-single envelope	No	No	10/15/2018	10/29/2018
2	Translation Services BootCamp/ Project Launch Workshop	12,000	Post	Open-International	RFQ	Most advantageous bid	Single stage-single envelope	No	No	1/7/2019	1/21/2019
<b>Total Non- Consulting Services</b>		<b>18,000</b>									

**II. Threshold Prior Review, Selection Approaches and Methods – Consulting Services - Refer to threshold table above.**

**Note:** Consultancy services estimated to cost equivalent to US \$ 300,000 and above per contract shall be advertised in the United Nations Development Business (UNDB) online in addition to advertising in national newspaper(s) of wide circulation and/or regional newspaper.

**Summary of the procurement packages for Consulting Services:**

<b>Sr. No</b>	<b>Contract Description</b>	<b>Estimated Cost (US\$)</b>	<b>Review by Bank (Prior/ Post)</b>	<b>Market Approach (Open - International/ National/ etc.)</b>	<b>Selection Method (QCBS, FBS, LCBS, QBS, CQS, DS etc.)</b>	<b>Shortlisting (Yes/ No)</b>	<b>Expected date of bid/ proposal opening</b>	<b>Expected date of Contract Signature</b>
1	Recruiting ACE Impact Project Manager	72,000	Prior	Open International	INDV	Yes	10/15/2018	11/9/2018
2	Recruiting ACE Impact M&E Officer	18,000	Prior	Open International	INDV	No	10/15/2018	11/04/2018
3	Technical assistance towards proposal improvements and capacity building before and at the Boot Camp by several experts (~30 experts).	250,000	Prior	Open International	INDV	No	10/15//2018	11/12/2018
4	Technical assistance for graduate tracer studies	15,000	Post	Open International	FIRM/CQS	No	4/6/2019	4/20/2018
5	Recruiting Procurement Specialist	15,000	Prior	Open International	INDV	No	10/15/2018	10/29/2018
6	Recruiting Safeguards Specialist	30,000	Prior	Open International	INDV	No	10/9/2018	10/23/2018
<b>Total Consultancy Services</b>		<b>400,000</b>						



GH-NCTE-191680-GO-RFQ / Procurement and Installation of Laptop Computers (6 No.), Desktop Computers (2 No.), External Hard Drive (6 No.), UPS (2 No.), Internet facility (Package)	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Post	Request for Quotations	Limited	Single Stage - One Envelope		15,800.00	0.00	Pending Implementation									2020-09-12						2020-11-07	2021-05-06
GH-NCTE-191671-GO-RFQ / Procurement and Installation of Photocopier Machine (1 No.), Black and White Printer (5 No.), Colored Printer (1 No.), Scanner (1 No.), Toner Cartridges (40 Pcs)	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Post	Request for Quotations	Limited	Single Stage - One Envelope		16,200.00	0.00	Pending Implementation									2020-09-12						2020-11-07	2021-05-06
GH-NCTE-191674-GO-RFQ / Procurement of Office Sofa (4 No.), Executive Office Cabinet (2 No.), Office Cabinets (16 No.), Swivel Chairs (6 No.), Office Tables (4 No.)	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Post	Request for Quotations	Limited	Single Stage - One Envelope		16,600.00	0.00	Pending Implementation									2020-09-12						2020-11-07	2021-05-06
GH-NCTE-191677-GO-RFQ / Procurement and Installation of 4 in 1 Visitors Chairs (1 No.), 6 in 1 Workstation (1 No.), 12 Seater Conference Tables & Chairs (1 No.)	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Post	Request for Quotations	Limited	Single Stage - One Envelope		8,200.00	0.00	Pending Implementation									2020-09-12						2020-11-07	2021-05-06

#### 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	Planned

#### 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	Planned	Actual
GRN/NTC/ACE/CQS/006/2019-23 / PROCUREMENT OF CONSULTANCY SERVICES FOR QUARTERLY PREPARATION OF JOURNAL ON ACE IMPACTS	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Post	Consultant Qualification Selection	Open - National		25,000.00	0.00	Canceled	2019-04-30	2019-05-21	2019-07-04																	

#### 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										

GR/NTE/ACE/CQS/CS/007/20 19-23 / PROCUREMENT OF EXPERTS FOR MONITORING AND EVALUATION FOR PROJECT IMPLEMENTATION	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Prior	Individual Consultant Selection	Open		202,500.00	0.00	Canceled	2020-03-25	2020-05-13	2020-06-03	2020-07-06	2024-07-07				
GR/NTE/ACE/CQS/CS/006/20 19-23 / PROCUREMENT OF CONSULTANCY SERVICES FOR DEVELOPMENT OF WEBSITE FOR ACE IMPACTS	IDA / V2380	Enhancing National and Regional Level Project Facilitation, and Monitoring and Evaluation	Post	Individual Consultant Selection	Limited		2,500.00	0.00	Canceled	2019-03-12	2019-03-17	2019-04-07	2019-05-12	2019-07-11				