



REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

Title of the EOI: Capacity Building for IFAD's Project Procurement investment portfolio (BUILD PROC)	
Language of EOI: English	
Date of this EOI: 20 December 2019	Closing Date for Receipt of EOIs: 15 January 2020

Address EOI response by email to:
projectprocurement@ifad.org

for the attention of: IFAD Project Procurement Team

1. Introduction

IFAD is an International Development Institution and a specialized United Nations agency. This unique identity allows us to consistently deliver results on the ground and in the policy arena that benefit rural communities. IFAD is dedicated to eradicating poverty and hunger in rural areas of developing countries. IFAD provides low-interest loans and grants to developing countries to finance innovative agricultural and rural development programmes and projects.

IFAD recognizes the importance of well-organized, transparent and value-for-money driven project procurement as a key determinant for the speed of project implementation progress, efficiency and development effectiveness. In this regard, IFAD has approved a Grant under its Global/Regional Grants Programme to address capacity gaps in public procurement in borrower/recipient countries. This initiative follows IFAD's commitment to the Paris Declaration on Aid Effectiveness and the Accra Agenda for Action by strengthening national procurement systems.

To this end, IFAD invites Expressions of Interest from public sector organizations as well as private sector companies (jointly referred to as "organizations" in the following) to deliver capacity building at the national level in IFAD's borrower/recipient countries over a period of three years and with a total value of 3,5 Mio US\$.

This will support global efforts made by the international community on strengthened institutional capacities for long-term sustainability while addressing a global priority.

Interested organizations should present their Expressions of Interest according to this template and support documents electronically and in pdf format to:
Projectprocurement@ifad.org no later than 15th January 2020 at 23:59 Rome time.

The submission of the Expression of Interest should be in English and include the following documents:

- Letter of Interest
- Annex 1 – Organization Information,
- Annex 2 – Organization Composition in the Case of a Consortium and/or Joint Venture (if applicable),
- Annex 3 – Mandatory Screening Criteria,
- Annex 4 – Experience of the Organization,
- Annex 5 – Expression of Interest Evaluation Grid (for information only).

Requests for clarifications shall be submitted until 8th January 2020 23.59 Rome time to the aforementioned email address. Clarifications will be communicated before the EOI submission deadline via email in the form of a Q&A document to all organizations who register their interest. Additionally, the Q&A document will be posted on the IFAD website that advertises this REOI.

The received Expressions of Interest will be evaluated and ranked in accordance with the criteria set forth in Annex 3 “Mandatory screening Criteria” and Annex 5 “Evaluation Grid” in order to create a shortlist of pre-selected organizations.

The shortlist will consist of a list of organizations that both pass the “Mandatory Screening Criteria” of Annex 3 **and** score at least and 75% of the score allocated to each criterion stated in Annex 5. The shortlisted organizations will be invited to submit a proposal in the form of a Design Document which will be evaluated with the criteria that will be part of the subsequent Request for Proposal.

The timeline is as follows:

Publication of REOI:	20 December 2019
Deadline for Clarification Requests:	08 January 2020
Deadline for Submission (EOI):	15 January 2020
Issuing of Request for Proposal (estimated):	4 February 2020
Deadline for Submission (RFP) (estimated):	6 March 2020
Contract Award by no later than (estimated):	30 May 2020

2. Project Description

IFAD’s Project Procurement Framework applies to the practices, processes and procedures for the procurement of goods, works and services needed for the projects financed from the resources of the Fund (IFAD Loans and Grants). All procurement is directly carried out by the borrowers/recipients of IFAD loans and grants.

National development projects incorporate substantial investments for the acquisition of goods, works and services which are often financed by development partners. Government implementing agencies responsible for the execution of such projects are often constrained by:

- i. the scarcity of procurement practitioners who are competent in discharging the full range of bidding and contract administration functions in accordance with the regulations and

procedures of the funding agencies and the standards of professional business practice, and/or;

- ii. experienced procurement practitioners with sufficient knowledge and experience to effectively carry out the myriad functions of procurement.

Such deficiencies in staff capacity can compromise the achievement of the projects' outcomes as well as undermine the integrity and "value for money" considerations in the procurement process. In contrast, well-organized, transparent, value for money driven procurement processes are inciting motivators and important determinants of project performance.

Readily available training curricula and training centers offer mostly generic training in procurement that is not sufficiently bespoke to the needs of project staff in the context of smallholder agriculture, and rural development and community driven development projects that rely on national procurement systems.

This grant is part of IFAD efforts deployed over the last two years for building capacity at the national level in related areas of PRiME (on Monitoring & Evaluation) and the Financial Management capacity building initiative. This grant and the associated training programmes are expected to provide a holistic package of support to borrowing countries to contribute to improve service delivery to better development outcomes during project implementation.

Objective of this Grant initiative: Upgrading the skills or bridge the skills gap of those directly or indirectly involved in procurement to enable them to perform their tasks in a more effective and efficient manner by providing them with tailored training. This will enhance performance in public procurement and improve procurement outcomes as well as contribute to greater development impact and transparency.

Sustainability: In order to ensure the longer-term sustainability of the training programme that will be developed under this grant, a fee structure will be developed and tested in year 3 with the aim to continue the training programme beyond the 36 months of funding of this grant. The programme will be open to external participants from other MDBs and IFIs as it was previously done under PRiME, a similar initiative by IFAD focused on Monitoring & Evaluation. Similar to PRiME, it is expected that with time, the share of the direct (variable) costs of the courses will be covered by participant fees (funded by governments through project budgets, other development partners and self-paying participants).

Key outputs:

- A minimum of 200 key procurement staff trained and certified (initial focus on IFAD country programmes)
- A minimum of 50 stakeholders involved in participatory procurement monitoring (third party monitoring as part of IFAD strategy on citizens' engagement and members of Investment Committees on procurement)
- A tailored e-learning training course in the official languages (French, Spanish, English, Arabic)
- Specialized advanced curricula on procurement developed
- Knowledge product or platform developed

The following suggested Activities and Key Components are for information purposes only (they are not needed for the submission of the EOI):

Component 1: Refinement or Development of the Curriculum on Procurement.

IFAD has prepared a first draft of its Procurement Curriculum for procurement. The initial period of this grant should be devoted to the review and refinement of the developed curriculum, criteria for identification on the initial set of countries, content and learning methodology for the training modules. IFAD developed a 9-chapter presentation for procurement training and Webinars for procurement supervision that could be used as a starting point if the organization agrees.

The curriculum includes three modules, two for key procurement staff and one for the third parties involved in procurement processes:

- Module 1 – Procurement fundamentals, principles and general practices;
- Module 2 – Procurement training that focuses on detailed processes and procedures. This training will address and cover concepts including effective planning in procurement, solicitation methods and strategy, effective evaluation of bids and proposals, and contract administration;
- Module 3 – This module will delve into advanced strategies in procurement, including use of technological tools in procurement, how to apply INCOTERMS, the concept of the uniform rules for demand guarantees and the standby procedures, managing Works procurement using FIDIC, and effective contract management.

Component 2: Delivery of the course for key procurement staff.

Following the development of the customized curriculum, the course will be delivered to identify sponsored participants. Module 1 will be delivered through a mix of live sessions, simulations of procurement processes, e-learning modules, webinars and on-line tests. Upon successful completion of Module 1, following an on-line test, module 2 and 3 will be delivered to the same cohort. The complete course will be offered again in subsequent years for additional cohorts of sponsored participants as well as on a self-paying basis, following the approach tested under a previous IFAD initiative (PRiME, see above).

Component 3: Delivery of the course to third party/participatory for procurement monitoring.

For Module 3, a methodology for the selection of participants should be developed and as for the other two modules, a mix of online and live sessions will be organized.

Component 4: Learning and sustainability. Building on the platform already set up for the PRiME, a community of practitioners will be created to facilitate continued learning and knowledge-sharing among them.

3. Pre-qualification criteria

Interested organizations are requested to submit preliminary documentation as per the mandatory requirements established in Annex 3 as part of the submission of their EOI.

The Shortlisting will be done in two steps:

Part A: Mandatory Screening Criteria (Pass/Fail, as per Annex 3)

Part B: Expression of Interest Evaluation Grid (minimum pass mark 75% of the score allocated to each criterion stated in Annex 5)