



Streamlining Procurement

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General Items

- **Procurement specialist**
 - Is must in a team
 - He/She should be conversant with World Bank Guidelines and formats
- **Latest World Bank Guidelines are of January 2011**
 - Download from <http://web.worldbank.org/WBSITE/EXTERNAL/PROJECTS/PROCUREMENT/0,,pagePK:84271~theSitePK:84266,00.html>
- **Timelines to be as per Procurement Plans**
- **Revised Chapter 5 of operations manual**
 - Follow project specific provisions
 - Revised chapter has been shared with all cities

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Consultancy Services Procurement

- **Use standard template for EOI**
 - Documentary evidence not required
 - Give only a brief description of the assignment
 - Prepare evaluation criteria prior to receipt of EOI
- **Decide whether to go in for time-based or lumpsum contract**
 - On basis of type of assignment (Refer Guidelines)

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Consultancy Services Procurement

- **Follow standard RFP**
 - Assignment specific provisions to come only in data sheet and in Special conditions of contract
 - Make India specific taxation provisions and arbitration clause
- **Replies to pre-bid queries and amendments to RFP**
 - To be advised only after obtaining bank's "no-objection"

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Consultancy Services Procurement

- **Evaluation**
 - Use standard formats (Tables)
 - Minutes of opening of Financial proposal to be attached to combined evaluation report
 - Evaluation committee to have a technical expert
- **Negotiations**
 - No financial negotiation where cost is criteria of selection
 - Technical negotiations permitted

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Consultancy Services Contract Award

- **Publication of contract award**
 - To be done within two weeks of Bank's "No Objection"
- **WBR Number**
 - Submit check list
 - Submit copy of signed contract

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Goods and Works Procurement

- **Procurement Method**
 - Single stage bidding only
 - ICB or NCB as per Operations Manual
- **Bid Document**
 - Standard as per Operations Manual
 - Download from bank's website
 - Model NCB document already shared with cities

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Goods and Works Procurement

- **Clarifications from bidders**
 - Only in writing
- **Extension of validity**
 - Obtain well in time
 - Bank's "No Objection" required beyond 28 days
- **Replies to Pre-bid queries and Amendments to Tender Documents**
 - To be advised only after obtaining Bank's "No Objection"

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Goods and Works Contract Award

- **Publication of contract award** – To be done within two weeks of Bank’s “No Objection”
- **WBR Number** – Submit check list
– Submit copy of Bank Guarantee and signed contract



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