



Procurement for Four Higher Education Institutions Islamic Development Bank Financed Project IND 177

August 2017, Jakarta

**Project Procurement (PPR) Division
Operations Policy And Services Department (OPSD)**

Procurement Plan



Procurement Packages	Category	Method	Estimated (USD)
PMEQC	consultant	QCBS National	1,469,935
PSC 1 Unej UMM	consultant	QCBS National	1,027,710
PSC 2 Unmul Unitirta	consultant	QCBS National	807,487
Civil Works 1 Univ Mulawarman-Kalimantan	Works	NCB	29,510,000
Civil Works 2 Unv Sultan Agung Tirtayasa - Banten	Works	NCB	38,163,300
Civil Works 3 UNEJ - Jember	Works	NCB	22,823,347
Civil Works 4 UNM - Malang	Works	NCB	29,093,134
Equipment 1 Univ Mulawarman-Kalimantan	Goods	ICB/MC	3,414,627
Equipment 2 Unv Sultan Agung Tirtayasa - Banten	Goods	ICB/MC	4,779,559
Equipment 3 UNEJ - Jember	Goods	ICB/MC	13,959,931
Equipment 4 UNM - Malang	Goods	ICB/MC	



Project Start-up Workshop

04. Procurement of Goods, Works, Services

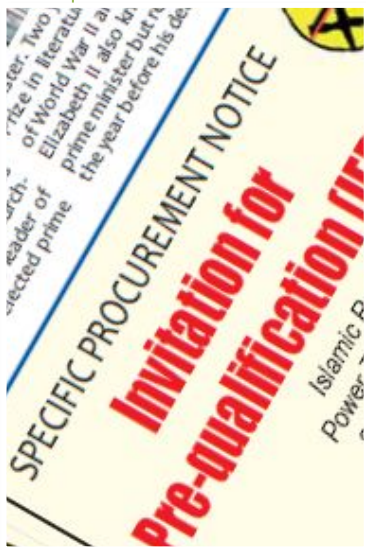
Specific Procurement Notice (SPN)

Advertised in the same manner as GPN, including in terms of type of media and distribution channel

Choice of media in all working languages of IsDB (Arabic, English & French)

At least in one local newspaper as well, twice on two nonconsecutive days within a span of ten (10) days

The IDB standard bidding and contract documents shall be used



ICB/NCB Single-Stage One-Envelope with Post-qualification



- Draft Bidding Document

- **IDB NOL**

- Advertisement and Bid document issued to bidders

- Bid Preparation (<60 days) & Bid Submission

- Bid Opening

- Bid Evaluation

- Bid Evaluation Report & Recommendation

- **IDB NOL**

- Contract negotiation, draft negotiated contract

- **IDB NOL**

- Contract Award

- **Administrative & Legal Information**

- Legal status, registration, principal place of business, ownership
- Power of attorney of signatory of the application/bid
- Litigation record in the past #



- **Criteria**

- Bidder shall be eligible to participate
- Authorized person signs the bid
- No consistent history of litigation or arbitration

Technical Information

Works of “similar” nature & size
(last # years or ongoing)

Major construction
equipment proposed

Key site management
& technical personnel

Proposals for subcontracting
(\geq # percent)



Criteria

\geq # similar works.

Acquisition plan
(own, lease, hire, etc.)

Contract Manager \geq # years,
Managers \geq # years

As per requirement
in the future bidding

- **Financial Information**

- Audited financial standings (past n years)
- Value of construction works in each of last n years
- Net liquid assets or credit facilities
- Bank's reference

- **Criteria**

- Valid financial information
- \geq # x annual average of contract value
- \geq # months of average contract cash-flow
- Availability of working capital confirmed



Bidder shall submit:

The Bid, following the format given in the bid document

Bid Security

Priced Bill of Quantity (BOQ)

Qualification Information forms and documents

Alternative offers (if allowed)

Bid Submission

- Bids preparation shall not be less than 60 days for ICB or ICB/MC, and 90 days for large and complex contract.
- Invitation specifies date, time and place for bids submission & opening.

Bids Opening

- Time for bid opening shall be the same as for the deadline for bid submission.
- Bids received after deadline are returned unopened
- Bids opened publicly and bidders' attendance is encouraged and should be facilitated.

Read out Information

- Name of the bidder, total bid price, price of alternative bids - if any, any unconditional discounts
- Bid security amount and validity
- Minutes of the meeting shall be recorded and kept, and a copy of this record shall promptly be sent to all bidders and to IDB.

Evaluation of the Bids – Evaluation Steps



1. Preliminary Examination

- *Verification*
- *Eligibility*
- *Bid Security*
- *Completeness of Bid*
- *Substantial Responsiveness*

2. Detailed Examination

- *Correction of Errors*
- *Correction of Provisional sum*
- *Modifications & Discounts*
- *Evaluation Currency*
- *Additions*
- *Adjustments*
- *Priced Deviations*

3. Determination of Award

- *Qualification (Post)*
- *Alternative Bids*
- *Proposed Award*

Key Success Factors in Tender for Goods and Works



- Wider advertisement.
- Well-defined & sufficient evaluation criteria and its consistent application
- Thorough and consistent evaluation
- Rectify non-material deficiencies, avoid premature 'disqualification'

- The award of contract is subject to IDB's prior approval.
- Upon receipt of IDB's "no-objection", the Beneficiary shall promptly inform the successful bidder.
- The Beneficiary shall furnish to IDB a copy of signed contract, together with first request for disbursement and the performance guarantee.
- Contracts awarded under ICB, ICB/MC and NCB must be published in an appropriate newspaper.
- A Contract which is awarded without IDB's "no-objection" shall not be eligible for IDB financing.



Project Start-up Workshop

03. Selection of Consultant

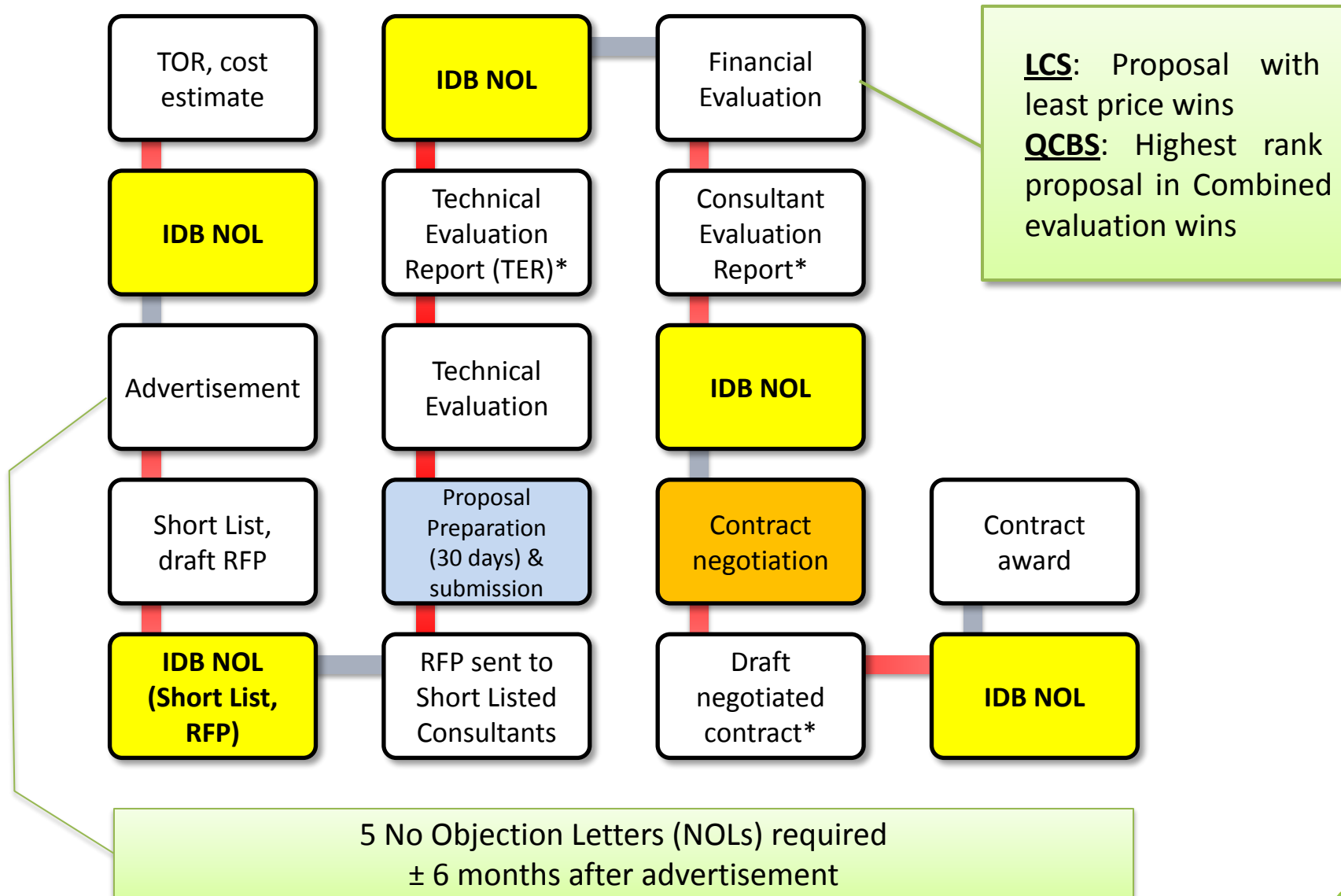
Quality and Cost Base Selection (QCBS)

- Big and medium size assignments
- Quality and price factors are combined
- Minimum qualifying technical score is 75 to 80 points.
- The firms obtained highest combined technical and financial score selected for contract award
- Although the price is factor in overall selection but quality remains paramount for consideration

Least Cost Selection (LCS)

- Small assignments with standard or routine nature (standard accounting or financial audit, simple engineering, simple project supervision or inspection)
- Minimum qualifying technical score is 75 to 80 points.
- If a firm receives technical score below 10% of the highest technical score, its proposal shall be returned unopened
- Lowest Price selected for contract award

Selection of Consultant – LCS & QCBS



Expression of Interests (EOI)

Advertisement – Request of ‘Expression of Interest’ (REOI) – use IsDB standard template

Notifications to embassies, consulates, local representatives, chamber of commerce, associations, etc. (for international short list)

EOI is not a ‘proposal’, scoring evaluation is discouraged, if used – requires extra due diligence

Short List Requirement

6 – 8 Consultants

Geographical distribution, not more than two firms from any one Member Country (international short list)

Association / partnership: joint-venture, sub-consultant

Prepare short list evaluation and recommendation report for Bank's NOL

Short list cannot be modified without Bank's prior approval

Criteria and range of scores

Main

- Experience 5-10 points
- Methodology and Approach 20-50 points
- Key staffs 30-60 points

Optional

- Transfer of knowledge 0-10 points
- Participation by nationals 0-10 points

Total 100 points

- Passing Grade = 70 - 80 points



Steps

Recommend to use rating approach

Provide qualitative assessment to substantiate the scores

Avoid adding sub-criteria not included in RFP

Exercise due diligence
in giving 'zero', 'perfect' or 'poor' scores

Use Standard Technical Evaluation Report

Steps

Public opening of financial proposal

Arithmetic correction
(none for lump sum contract), exclude tax

Ensure consistency with technical proposal:
correction of quantity or price for missing item

Use Standard Consultant Evaluation Report

Issues

Vague, incomplete or inconsistent evaluation Criteria

Fail to capture pertinent aspects of the TOR

Poorly defined & formulated

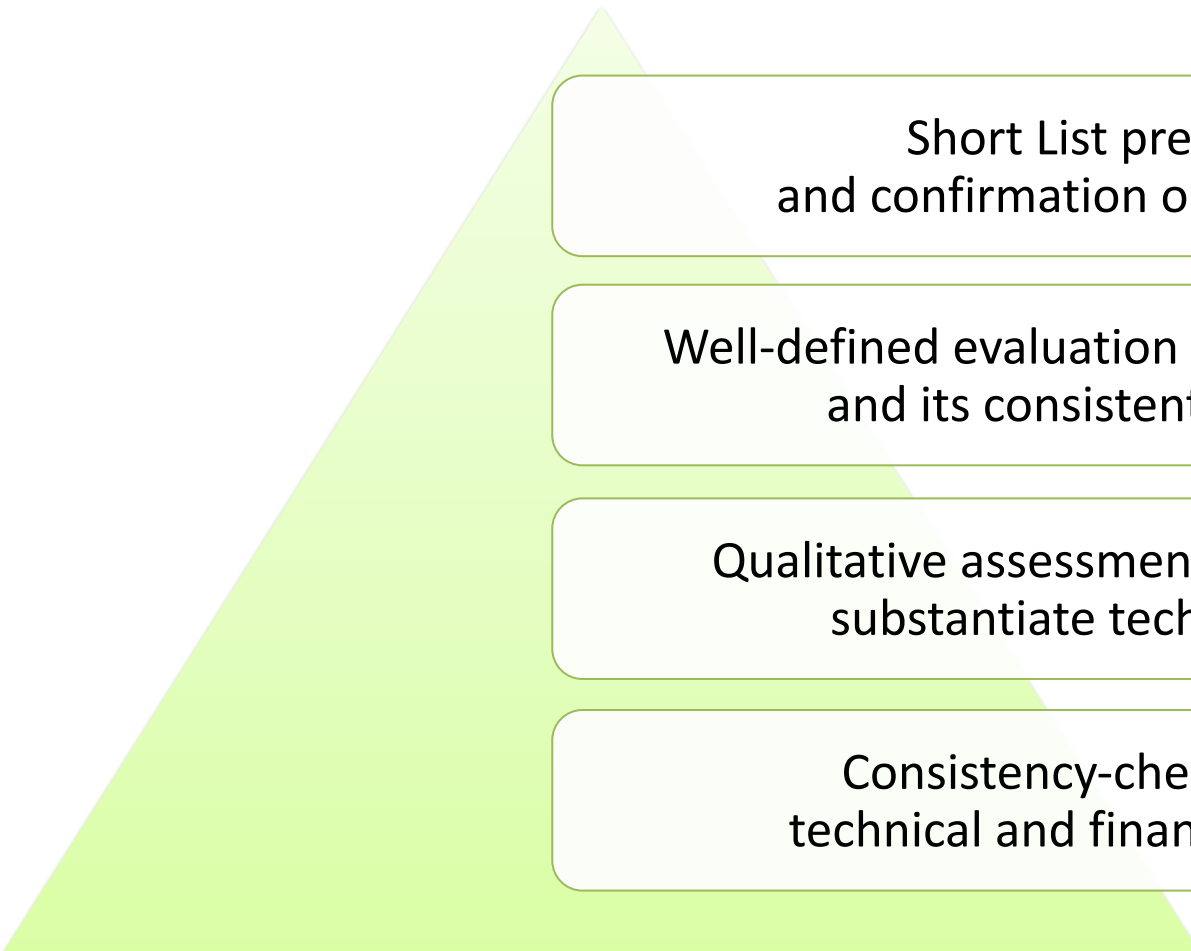
Unsuitable score allocation

Not all criteria included in RFP

Gaps with requirement during short-listing

Weak technical score & reduce firms participation

Key Success Factors in Selection of Consultant



Short List preparation
and confirmation on participation

Well-defined evaluation and scoring criteria,
and its consistent application

Qualitative assessments and remarks to
substantiate technical scores

Consistency-check between
technical and financial proposals

Review by IDB of Procurement Decisions



- Post Review (for contracts below a monetary threshold if specified in the Financing Agreement)
- The Beneficiary shall furnish to IDB, promptly after its preparation, the bid evaluation report and recommendation for contract award, for IDB's comments and "no-objection".
- IDB shall, if it determines that the award of a contract or the contract itself is not in consistent with the Financing Agreement, promptly inform the Beneficiary that paragraph 1.12 of the Guidelines on Misprocurement shall apply and state the reasons for such determination.





معاً نبني مستقبلاً أفضل

Together we build a better future

Ensemble nous construisons un avenir meilleur

Thank You

Project Procurement Division

Operation Policy and Services Department

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