

# CORPORATE PROCUREMENT

## OVERVIEW OF PROCUREMENT OPPORTUNITIES



**THE WORLD BANK**

IBRD • IDA | WORLD BANK GROUP

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Budget, Performance Review & Strategic Planning

Peter R. Easley

June 5, 2017

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# Considerations That Guide World Bank Group Procurement Policies

- Fair, open and transparent selection process
- Obtain best overall value for the World Bank Group
- Give all eligible (qualified) bidders an opportunity to compete
- Use of competitive process favored

# How the World Bank Group Buys Goods and Services for its Own Internal Needs

- Each year, the World Bank Group spends approximately \$1.7+ billion for products and services for its own internal requirements
- The Corporate Procurement Unit is responsible for setting policy and conducting the procurements for all World Bank Group internal requirements

# What the World Bank Group Buys

- Consulting Services
- Professional and Technical services
- Information Technology
- Communication Equipment and Services
- Office Equipment and Supplies
- Paper and Paper Products
- Graphic Design and Print Services
- Construction and Facilities Services

# Country Office Procurements

- The World Bank Group has over 160 Country Offices around the World
- Country Offices have delegated authority to conduct small procurements locally, following the Corporate Procurement Policies and Procedures
- Typical Country Office purchases include: consulting services, labor services; office products; goods; and construction/renovation services

# Selection Methods – Goods and Services

## ➤ Competitive Selection Process

- Advertised if above \$250,000 (see [www.worldbank.org/corporateprocurement](http://www.worldbank.org/corporateprocurement))
- Invited Short List

## ➤ Single or Sole Source Selection

- Sole Source selection where there is only one company that can provide the goods or services. This usually involves proprietary technologies or methodologies.

# Selection Methods–Goods and Services (Cont'd)

- Request for Expression of Interest
- Request for Quote (RFQ)
  - Small value procurements of goods
- Request for Bid (IFB)
  - Medium value procurements of goods and services
  - Price is the basis of award
- Request for Proposal (RFP)
  - High value / complex procurements of goods and services
  - Quality and cost based selection

# Consulting Services

- The Bank Group procures services from Individuals and Consulting firms to support its project work
  - Individuals are appointed to the staff of the Bank Group
  - Firms are contracted by the Bank Group and must be eligible to become a vendor
  
- All consultants are selected using the Bank's eProcurement tool “eConsultant2”



# Consulting Services (Cont'd)

- eConsultant2 is the Bank Group's eTendering tool used for all operational consultant selections
  - The system includes templates, contract terms and conditions and information about how to use the system
- Firms are encouraged to create a profile in eConsultant2
- Information about eConsultant2 may be found at <https://wbgeconsult2.worldbank.org>

# Consulting Services – Firms

- Consulting firms are selected following either of two methods:
  - Single source for small assignments
  - Competitive selection
    - Typically a Quality and Cost Based Selection method is used
    - Assignments valued at over \$50,000 are advertised on the Bank's website and, as a courtesy, in UN Development Business ([www.devbusiness.com](http://www.devbusiness.com))

# Consulting Services – Firms (Cont'd)

- Advertised competitive selections for firms include a Request for Expression of Interest
- Short-listed firms are invited to submit a technical and financial proposal
- An evaluation committee of Bank Group Staff evaluate technical proposals based on the stated evaluation criteria

# Preparing a Proposal in Response to a Solicitation

- Attend Pre-proposal conference
- In your proposal, address the Terms of Reference (TOR) clearly, comprehensively
- Emphasize innovative technical solutions
- Propose qualified Consultants in Key Staff positions
- Cite directly relevant technical experience
- Do not vary from standard RFP forms
- Make sure that your proposal is carefully prepared and easy to evaluate: use charts, diagrams, color
- Professional proposals will win!

# How to Win

- Respond precisely to technical specifications
- Unclear? Ask questions up front- do NOT guess or assume
- Submit bid/proposals on time. Bids that are late are not accepted.
- Assess the competition. Compete where YOU are competitive

# Recent eConsultant2 Enhancements

- Disclosure of Level of Effort (person days / months) or maximum budget
- Disclosure of Short List to Short Listed Firms

# Vendor Registration

- Before the World Bank Group can contract with a company to provide goods or services, the company must register as a vendor
- You do not need to be a registered vendor to bid on a World Bank Group requirement. You will be asked to register at the time of contract award
  - Check the Corporate Procurement web site for information on the Bank Group's vendor eligibility criteria
- If you are a registered vendor, you should provide updated information to the World Bank Group when your company has a material change

# Vendor Eligibility

- Found on the Corporate Procurement Website
  - Includes:
    - 1 year of business
    - Multiple clients / customers
    - No more than 20% of revenue from WBG
    - Appropriate business licenses / certifications



# Enhanced Transparency

- Information regarding certain contract awards \$250,000 USD and above are disclosed on WB Finances page <https://finances.worldbank.org/Procurement/Corporate-Procurement-Contract-Awards/a3d9-f9xv>
- Contract awards related to safety and security of WBG staff and information systems are excluded from disclosure

# Learn More

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[www.worldbank.org/corporateprocurement](http://www.worldbank.org/corporateprocurement)

**Or contact Corporate Procurement:**

[gprocurement@worldbank.org](mailto:gprocurement@worldbank.org)