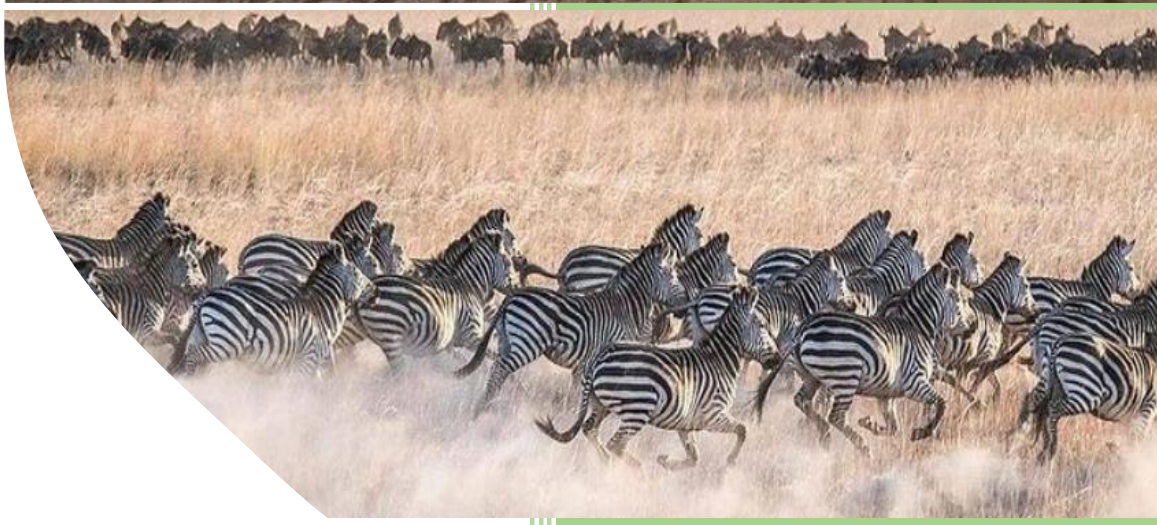
ZAMBIA
MINISTRY OF TOURISM
DEPARTMENT OF TOURISM

GREEN, RESILIENT AND TRANSFORMATIONAL TOURISM DEVELOPMENT PROJECT

PROJECT IMPLEMENTATION MANUAL
VOLUME 4 - PROCUREMENT





Version 1, November 29 2023

“Strengthening the enabling environment, access to resilient infrastructure and economic opportunities in emerging tourism destinations in Zambia.”

IDA-Funded Project

This document is developed in accordance with generally accepted standards & principles and consistent with the World Bank Regulations and principles on procurement and financial management and should be updated to reflect new development during the life span of the Project. The document is a public document though it is generally used by the GREAT - TDP Project Implementation Unit (PIU) in the performance of their official duties.

Credit: Cover photos source Ndole Bay Instagram and African Park Instagram published with their authorization.

ABBREVIATIONS AND ACRONYMS

AWPB	Annual Work Plan and Budget
BAFO	Best and Final Offer
BOQ	Bill of Quantities
EOI	Expression Of Interest
GREAT-TDP	Green Resilient and Transformational Tourism Development Project
GRZ	Government of the Republic of Zambia
ICB	International Competitive Bidding
IOC	Incremental Operating Costs
MGS	Matching Grant Scheme
MoFNP	Ministry of Finance and National Planning
MoT	Ministry of Tourism
MoU	Memorandum of Understanding
NCB	National Competitive Bidding
NGO	Non-Governmental Organisation
OIB	Open National Bidding
ONB	Open National Bidding
PDO	Project Development Objectives
PIM	Project Implementation Manual
QC	Quality and Cost
QCBS	Quality, Cost Based Selection
REOI	Request for Expression Of Interest
RFI	Request For Information
RFP	Request For Proposal
RFQ	Request For Quotation
SPD	Standard Procurement Document
SRFP	Standard Request for Proposals
ToRs	Terms of Reference
ZPPA	Zambia Public Procurement Act (2020)

TABLE OF CONTENTS

ABBREVIATIONS AND ACRONYMS I

LIST OF TABLES II

1. INTRODUCTION 1

1.1 Purpose Of The Procurement Manual 1
1.2 Applicable Regulations 1
1.3 Project Procurement Strategy for Development 1

2. PROCUREMENT PLANNING AND REVIEW 2

2.1 Procurement Implementation Arrangements 2
2.2 The Systematic Tracking of Exchanges in Procurement System. 2
2.3 Procurement Planning 2
2.4 Procurement Review Procedures and Thresholds 2

3 PROCEDURES BY PROCUREMENT CATEGORIES 3

3.1 Procurement of Works 4
3.2 Procurement of Goods 4
3.3 Procurement of Consulting Services 6
3.4 Procurement for Operation Activities 7
3.5 Procurement under Subproject 8

ANNEX 1. STANDARD PROCUREMENT DOCUMENTS 10

ANNEX 2. TEMPLATE OF A PROCUREMENT PLAN 15

List of Tables

Table 1. Prior Review Thresholds for Goods, Works, Consulting, Non-Consulting Services as of July 2023 3

1. INTRODUCTION

1.1 Purpose Of The Procurement Manual

1. The purpose of this Procurement Manual for Green Resilient and Transformational Tourism Development Project (GREAT-TDP or the Project) is to summarize the procedures for procurement implementation of the Project and guide the Procurement Specialist of the PIU and other PIU staff in the implementation of the procurement dimension of the Project.

1.2 Applicable Regulations

2. The procurement of Goods, Works and Non Consultant Services and Consulting Services financed by the proceeds of the loan shall be carried out in accordance with the World Bank's '*Procurement Regulations for Investment Project Financing (IPF) for Borrowers dated November 2020*'; the provisions of the World Bank's '*Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants*', dated October 15, 2006, revised in January 2011 and July 1, 2016; and other provisions stipulated in the Financing Agreement.

3. Below is a link for the World Bank's latest updates on Procurement Framework for IPF Borrowers: https://projects.worldbank.org/en/projects-operations/products-and-services/brief/procurement-new-framework

4. When provisions of the Zambia Public Procurement Act (ZPPA) of 2020 and the ZPPA Regulations of 2022 are used, they will be subject to modifications to make them acceptable to the World Bank in line with provisions of paragraph 5.3 to 5.9 of the World Bank's Procurement regulations including additional provisions relating to Fraud and Corruption, the Right of the World Bank to Audit and Conflict of Interest requirements. Consideration will also be made to apply the World Bank's Prior Review and Method Thresholds for Zambia.

5. Procurement carried out using national bidding procedures will be implemented using the Government of the Republic of Zambia (GRZ) Public Procurement Act of 2020 and its accompanying Procurement Regulations of April 2022 subject to modifications to make them acceptable for use under World Bank-financed projects in accordance with provisions of Paragraph 5.3 of the World Bank's 'Procurement Regulations for Investment Project Financing (IPF).

6. Zambian procurement laws, regulations, guidelines and e-procurement procedures can be found on the ZPPA web site: https://www.zppa.org.zm/.

1.3 Project Procurement Strategy for Development

7. The GRZ has adopted a Project Procurement Strategy for Development (PPSD). The PPSD addresses how procurement activities will be implemented in support of the PDO to deliver the best value for money (VfM) under a risk-based approach. The PPSD provides justification for procurement and selection methods and market approaches recorded in the Project Procurement Plan (PP). The PPSD informed the preparation of the initial 18-month PP.

2. PROCUREMENT PLANNING AND REVIEW

2.1 PROCUREMENT IMPLEMENTATION ARRANGEMENTS

8. The Project Implementation Unit (PIU) established at the Ministry of Tourism (MoT) is responsible for the procurement of Goods, Works, and services. The PIU procurement function shall be led by a qualified Procurement Specialist and at least one Procurement Assistant with ToRs agreeable to the World Bank.

2.2 THE SYSTEMATIC TRACKING OF EXCHANGES IN PROCUREMENT SYSTEM.

9. The World Bank's online Systematic Tracking of Exchanges in Procurement (STEP) system will be used as a planning, data management and filing and procurement management tracking system. The STEP is also used to publish the Procurement Plan (PP), bidding notices and contract award information on the World Bank's external website and UNDB Magazine online.

2.3 PROCUREMENT PLANNING

10. The PIU shall prepare a Procurement Plan (PP). A PP template is provided in Annex 2 of this Manual.

11. The PP shall cover a period of at least 18 months. It must contain at least: (a) the details of the description of the goods/services/works to be procured, estimated costs, (b) the proposed methods of procurement/selection of each contract, (c) the review procedure by World Bank (prior/post), and (d) a schedule including proposal/bid submission date and expected signing contract date.

12. Goods, works, and consulting services which are not included in the approved PP are not eligible for Project financing, and will not be accepted for payment from the Project.

13. The PP is an integral part of the Annual Work Plan and Budget (AWPB) and must be submitted along the other elements of the AWPB provided in the Project Implementation Manual (PIM) – See Volume 2 (Planning and M&E).

14. The PP is reviewed by the Project Steering Committee (PSC) and the World Bank as part of the AWPB. The World Bank may seek clarifications from the PIU and MoT until the PP meets the World Bank standards.

15. The PP must be posted in the World Bank's STEP system where it follows the final online approval procedure. The PP may be updated in STEP every year or more frequently when required, especially once the implementation Concept Notes are approved (cf. Volume 2 and Volume 5 sections on Concept Notes). A PP update is subject to the World Bank's approval.

2.4 PROCUREMENT REVIEW PROCEDURES AND THRESHOLDS

16. Unless otherwise determined by WB notice to the MoT, the following documents among others shall be subject to WB's prior review and approval before affirmation: (a) General documents and Request for Proposals from consultants including short lists, (b) Evaluation Reports of consultant proposals, including recombination of contract award,

(c) Draft contracts, particularly where these have been amended and differ from drafts included in the tender documents, and (d) modification of signed contracts

17. The World Bank publishes regularly *Thresholds for Procurement Approaches and Methods by Country – Bank Guidance*. Zambia's thresholds published on July 1, 2023, is shown in Table 1 below. The Procurement Specialist is responsible to ensure the latest thresholds are being used (access through the Project portal or contact WB Procurement team member).

Table 1. Prior Review Thresholds for Goods, Works, Consulting, Non-Consulting Services as of July 2023

0																	
Country	Region	Works						Goods, IT and non-consulting services						Shortlist of national consultants			
		Open international ≥	REVISED Open international ≥	Open national <	REVISED Open national <	RfQ ≤	REVISED RfQ ≤	Open international ≥	REVISED Open international ≥	Open national <	REVISED Open national <	RfQ[1] ≤	REVISED RfQ[1] ≤	Consulting services <	REVISED Consulting services <	Engineering & construction supervision ≤	REVISED Engineering & construction supervision ≤
Zambia	AFE	10,000	15,000	10,000	15,000	200	No Change	2,000	3,000	2,000	3,000	100	No change	200	No Change	300	No Change

Note: All numbers are in Thousands of USD. The thresholds are updated regularly and should be checked for the latest - online or with the WB procurement team.

- **Prior Review**: All procurements equal to and above the prior review limit will be subject to prior review by the World Bank.
- **Post Review**: All procurement below the prior review limit will be subject to post review by the World Bank

18. The World Bank's online STEP system will be used for all procurement processing both for prior and post review procurement.

19. In the case of procurement undertaken prior review basis, the PIU will submit to the World Bank for its review and designated phases all the documentation requiring review and No Objection by the World Bank using the STEP System.

20. In the case of procurement undertaken post review basis, the PIU will be required within 2 to 3 days to upload into STEP all the documents.

21. In both prior and post review, the bank will review and approve as a starting point all procurement plan activities in STEP before other actions are carried out. In the case of Consulting Services assignments, the World Bank will also review and clear all the Terms of References (ToRs) irrespective of the value and or selection method

22. All complaints for prior review activities will be uploaded into STEP. In case of complaints for activities relating to prior review method by the World Bank, the draft responses will be submitted to the World Bank for review and clearance before a response is sent to the complainant.

23. For post review activities, which will be handled by the PIU, all complaints and responses will require to be uploaded in STEP.

3 PROCEDURES BY PROCUREMENT CATEGORIES

24. There are three types of procurement categories:

    - Works;
    - Goods and Non-Consulting services and
    - Consulting services;

25. All procurement for all the four types of procurement mentioned above shall be handled by the PIU either directly or through the MoT Procurement and Supplies Unit.

3.1 Procurement of Works

26. ***International Competitive Bidding (ICB*):** Works estimated to cost above or equal to US$15 million will be contracted through the ICB procedure following the World Bank's Procurement Regulations for IPF for Borrowers dated November 2020. The applicable World Bank's Standard Procurement Documents (SPDs) and or Standard Requests for Proposals (SRFP) for applicable for works shall be used.

27. ***National Competitive Bidding (NCB) Procedures all types:*** Use of NCB will apply to works procurement with cost estimates below US$15 million, according to procedure satisfactory to World Bank Procurement Regulations Chapter 5 paragraphs 5.3 to 5.9 on *National Procurement Procedures* and with paragraph 3.14 to 3.17 on *Conflict of Interest*.

3.2 Procurement of Goods

Open Bidding

28. ***Open International Bidding (OIB).*** Procurement of goods estimated to cost above or equal to $3.0 million each will be contracted through OIB following the World Bank's Procurement for IPF for Borrowers dated November 2020 and corresponding SPDs and SRFP.

29. **Open National Bidding (ONB).** Procurement of goods estimated to cost less than to $3.0 million (and more than $100,000) each will be contracted through ONB following the ZPPA 2020 and ZPPA regulations (see Section 1.2 of this Manual) and corresponding SPDs and SRFP.

30. For OIB and ONB procedures, the PIU will publish its intention to award the contract triggering a 10-day stand still period in which to receive and address objections of the intended award. Interested legal bidders may also seek to be debriefed.

31. In line with national requirements, involving competitive bidding draft contracts will be sent for review and clearance to the Attorney General's chambers.

32. After it's cleared by the Attorney General, the contract will be finalized, and it will then be signed by both the Permanent Secretary (MoT) or authorized representative and the Supplier(s) authorized representative.

Requests for Quotations

33. Procurement of goods, and non-consultant services estimated to cost less than US$100,000 will be contracted through shopping method. Indicated below is the RFQ process. Similarly, works estimated to cost less than US$200,000 will be procured using RFQ procedures.

34. Shopping procedure comprises the following steps: (a) Open Market Approach (open advertisement requesting quotations) and (b) Limited Market Approach (3 or more quotations).

(i) Open Market Approach

35. The process follows these steps:

- Obtains at least three quotations from qualified suppliers. In order to obtain quotations from a minimum of three qualified suppliers, the Project openly advertise requesting quotations and possibly send invitation for quotations to potential suppliers (there is no limit in the number of solicited suppliers).
- Bidders shall submit quotations in sealed envelopes.
- Quotations shall be opened in public immediately after the submission deadline in the presence of bidders and project beneficiaries who choose to attend. At the time of opening the quotations, if the PIU receives less than three quotations, they should postpone the opening date, secure proposals received in a safe place and send out the invitation for quotations again to known suppliers to ensure at least 3 quotations have been received.
- Evaluate the quotations and prepare an Evaluation Report.
- Awarding of the contract (or issuance of a Purchase Order) to the supplier who offers the responsive bid and complies with the technical specifications.
- Inform the bidders of the results of the quotes after signing the contract with the winning bidder.

(ii) Limited Market Approach

36. The process is similar to Open Market Approach except that under this method, the supply base is limited to at least three while in the open market approach quotations can be gotten from unlimited suppliers.

37. In case of Limited market approach the PIU will send request for quotations (RFQ) to 3 or more suppliers. After the awarding of the contract, a Purchase Order (PO) is issued to the supplier who offered the best competitive bid.

Direct Contracting

38. The procuring entity or project owner may conduct Direct Purchase at a shop with the receipt invoiced. The purchasing price should be market price. This method is used for day-to-day expenses only.

39. The procuring entity or project owner shall be conducting Direct Purchase as approved on a case-by-case basis and consistent with the following cases:

- For reasons connected with the protection of industrial or intellectual property rights and in the absence of an agent, the contract must be awarded to a single supplier or contractor.
- Goods are required to replace parts of an existing equipment or repair such equipment.
- In case additional works of similar nature are required to existing works under an ongoing contract, previously procured, and where it is unlikely to obtain lower prices through a further procurement procedure. The value of the additional works shall not exceed 20% of the original contract's value.
- For emergency operations such as natural disasters, epidemics or for unforeseeable events or due to delay not caused by procuring entity or project owner, the time limitation does not allow to follow the public or limited bidding procedure.
- The project site is in a remote/isolated area, has local features or poor access.

3.3 PROCUREMENT OF CONSULTING SERVICES

40. The PIU will carry out procurement of all consulting services. Below explains in summary how the methods and Market Approaches are discussed in the World Bank's Procurement Regulations.

41. Both national and international consultancy services are eligible for Project funding. The following principles will be used.

    - The PIU shall prepare the "Terms of Reference" (ToRs) for the consulting firms outlining the task that needs to be done specifying the outputs and methodology for the work, required qualifications of the consultant, duration of consultancy, base location, and other relevant details. ToRs of all assignments shall be sent to the World Bank for review and no objection letter before proceeding with the selection process.
    - The guidelines for the selection and employment of consultants by World Bank Borrowers' guidelines will be applied for the justification of selection of consulting services.

42. The PIU shall submit the ToRs to the World Bank for review and no objection before the selection process.

43. ***For consulting service of a consulting firm***, after the ToRs are approved by World Bank, the ToRs are advertised in the media *according* to the World Bank Guidelines. In addition to the ToRs, the advertisement should clearly state the deadline for the submission of expression of interest by the consulting firm. The expression of interest shall provide information to demonstrate that the consulting firm has the required qualification and relevant experience to perform the Services. The shortlisting criteria related to the required qualification and experience should be provided (but not individual experts' bio data).

44. ***For individual consultant (IC),*** Individual consultants – and Project staff -- are selected based on their qualifications for the assignment. They shall be selected through comparison of qualifications of at least three candidates among those who have

expressed interest in the assignment or have been approached directly by the MOT/PIU. Individuals employed by the MoT shall meet all relevant qualifications and shall be fully capable of carrying out the assignment. Capability is judged based on academic background, experience, and, as appropriate, knowledge of local conditions, such as local language, culture, administrative system, and government organization.

45. Individual consultants may be selected on a single-source basis with due justification in exceptional cases such as: (a) tasks that are a continuation of previous work that the consultant has carried out and for which the consultant was selected competitively; (b) assignments with a total expected duration of less than six (6) months; (c) urgent situations; and (d) when the individual is the only consultant qualified for the assignment. The use of the exception must be justified and require a non-objection from the World Bank.

3.4 PROCUREMENT FOR OPERATION ACTIVITIES

46. ***Incremental Operating Costs (IOC)***. IOC refers to goods and services that are required to sustain the project's day-to-day operations such as and not limited to :

- Office rentals,
- Accommodation,
- Surface and air transport,
- Security services,
- Utilities such as electricity and water supply,
- Fuel and lubricants,
- Motor vehicle or other equipment servicing,
- Staff hire,
- Stationary,
- etc.

47. Under the conditions of a World Bank financed project, the borrowing country is subject to the World Bank framework procurement policies and Regulations for Investment Project Financing for Works, Goods, Non-Consultant and Consulting Services 4th Edition dated November 2020 and provisions of the World Bank's Anti-Corruption Guidelines dated July 2016 and specific provisions of the Financing Agreement. This is to ensure open, transparent, and fair competition.

48. However, depending on the thresholds, the Procurement and other activities approved under the IOC disbursement category maybe procured with due adherence to the GRZ public procurement legislation and guidelines[1]. Although the World Bank has the role of supervisor to the project and contract award decisions, the contract remains strictly between the GRZ and the winner of the tender.

49. Standard unit prices for IOCs will be surveyed bi-annually by the PIU based on a market price of three quotations. Exemptions from these unit prices will have to be justified and

[1] As outlined in the Zambia Public Procurement Authority Act No. 8 of 2020, Public Procurement Regulations of 2022 and other relevant guidelines such as Cabinet and ZPPA released circulars subject to modifications to make the procedures acceptable to the World Bank based on application of the World Bank's Procurement Regulations

need prior approval from the World Bank such as the rate of renting vehicle, printing works or unit price of some materials such as fuel in each Project area.

50. Standards of setting up the conference, seminar, workshop expenses (such as: tea break, room rental, equipment rental, etc.) shall comply with the MOFNP 2008 – 2009 guidelines.

3.5 PROCUREMENT UNDER SUBPROJECT

51. Beneficiaries of Matching Grants implementing Sub-projects are responsible to carry out their procurement according to procedures recorded in the Matching Grant Agreement and those described in the Procurement Volume of the PIM (see PIM Volume 4).

52. For procurement under Matching Grants, which will involve 'all' or in part private sector financing the procurement regulations will not apply. However, considerations will be made by the private sector party to consider if application of the core procurement principles of the World Bank will deliver the best results.

53. Accordingly as part of the request for financing the templates for matching grants will include the requirements for the Applicants to indicate how the Applicant will carry out procurement that may arise on the project. The form should remind the applicant that the World Bank's core procurement principles are the standards for determining the acceptability of commercial practice that will be proposed. The application of the core procurement principles will also be the standard that will be used by the reviewers to determine the acceptability of the commercial practices.

54. The following procurement methods are available by default. .

Procurement of Small Works using Request for Quotations

55. Small Works are considered non-complex civil works of value below $300,000. In this process, the works would be procured based on comparing quotations obtained from at least three (3) independent contractors/individuals.

56. It is advised that the Beneficiary make information available to as many as possible local contractors/individuals at the district level and, if necessary, at the province level. This could be done through the posting of public announcements. These announcements would include relevant information to enable interested parties to submit proposals.

57. The Beneficiary is advised to establish an Evaluation Committee, consisting of not less than five local representatives to serve as members, women are strongly encouraged to participate. The memorandum creating such an Evaluation Committee must be maintained in the file.

Procurement of Goods and Non-consulting Service, using Request for Quotation

58. The Shopping method available: Goods, and Non-consulting Service of values less than $100,000, will be procured based on comparing price quotations obtained from at least three (3) suppliers (Cf. also Section 2.2 above for options and detailed steps).

59. The Beneficiary is advised to establish an Evaluation Committee consisting of not less than five persons to serve as members, women are strongly encouraged to participate. The memorandum on creating such an Evaluation Committee must be maintained in the file.

Direct Contracting

60. It is advised that Direct Contracting is only used when the estimated cost for procurement of works, goods, or non-consulting services, is less than (Zambian Local currency equivalent to US$2,000) or only one supplier is available (which should be justified with supporting documents). A supplier may be chosen without going through the shopping procedure outlined above, provided that the costs are in line with local market rates. This method may be used for the purchase of consumable goods such as fuel, or non-consulting services such as utilities.

61. This method is only used when it is justified that there is only one supplier available in the area. Documents available for post-review by the auditors should include but not limited to, a purchase order, an invoice and evidence of payment.

ANNEX 1. STANDARD PROCUREMENT DOCUMENTS

1. All users of the manual who needs to or would like to access Standard Procurement Documents that are provided by the World Bank should access the latest versions by checking the website at the below link:

   https://www.worldbank.org/en/projects-operations/products-and-services/brief/procurement-new-framework#SPD

2. The above link website provides the various documents that are downloadable, along with abundant range of resources relating to the procurement policy, regulations, and guidelines. For convenience, the list of documents available at the Website at the time of writing this PIM are shown in the below Table.

Table A1. List of Procurement Templates Available on the World Bank Website

CONSULTING SERVICES
Request for Proposals - Consulting Services (Supervision) July 2023 English, French, Spanish **[NEW]**
Request for Proposals - Consulting Services (Non-supervision) July 2023 English, French, Spanish **[NEW]**
Requests for Proposal Framework Agreement - Consulting Services (financial proposals invited at Primary Procurement Stage) July 2023 English, French, Spanish **[NEW]**
Requests for Proposal Framework Agreement - Consulting Services (financial proposals invited at Secondary Procurement Stage) July 2023 English, French, Spanish **[NEW]**
Request for Expressions of Interest - Framework Agreement (sample format) July 2023 English, French, Spanish **[NEW]**
GOODS
Request for Bids - Goods (1 envelope process) July 2023 English, French, Spanish **[NEW]**
Request for Bids - Goods - Framework Agreement (1 envelope process) July 2023 English, French, Spanish **[NEW]**
Request for Bids - Goods (2 envelope process) July 2023 English, French, Spanish **[NEW]**
Request for Bids - Goods Framework Agreement (2 envelope process) July 2023 English, French, Spanish **[NEW]**

INFORMATION SYSTEMS

Initial Selection Document
July 2023 English, French, Spanish **[NEW]**

Request for Proposals Single Stage
July 2023 English, French, Spanish **[NEW]**

Request for Proposals Two Stage
July 2023 English, French, Spanish **[NEW]**

MANAGEMENT SERVICES

Prequalification Document
July 2023 English, French, Spanish **[NEW]**

Request for Bids
July 2023 English, French, Spanish **[NEW]**

NON-CONSULTING SERVICES

Request for Bids
July 2023 English, French, Spanish **[NEW]**

Request for Bids – Framework Agreement
July 2023 English, French, Spanish **[NEW]**

WORKS

For procurement process initiated on or after January 1, 2021, under **projects assessed as high risk for SEA/SH. Bank's disqualification mechanism for non-compliance with SEA/SH obligations applies.**

See more information: World Bank Launches Contractor Disqualification to Strengthen Prevention of Gender-Based Violence (GBV)

Prequalification Document
July 2023 English, French, Spanish **[NEW]**

Request for Bids (Two-envelope with rated criteria)
July 2023 English, French, Spanish **[NEW]**

Design and Build

Initial Selection
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Single Stage)
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Two Stage)
July 2023 English, French, Spanish **[NEW]**

Engineering Procurement and Construction/Turnkey

Initial Selection
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Single Stage)
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Two Stage)
July 2023 English, French, Spanish **[NEW]**

Design, Build and Operation for Water and Wastewater Treatment Plants

Initial Selection Document
July 2023 English, French, Spanish **[NEW]**

Guidance Note for SPD for Water and Wastewater Treatment Plants
July 2023 English **[NEW]**

Request for Proposal (Single Stage)
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Two Stage)
July 2023 English, French, Spanish [**NEW]**

Roads (Output and Performance Based Road Contracts)

Sample Specifications for Output and Performance Based Road Contracts

July 2023 English, French, Spanish [**NEW]**

Request for Bids
July 2023 English, French, Spanish [**NEW]**

WORKS

For Procurement process initiated on or after January 1, 2021 where **Bank's disqualification mechanism for non-compliance with SEA/SH obligations DOES NOT APPLY.**

See more information: World Bank Launches Contractor Disqualification to Strengthen Prevention of Gender-Based Violence (GBV)

Prequalification Document
July 2023 English, French, Spanish **[NEW]**

Request for Bids (two-envelope with rated criteria)
July 2023 English, French, Spanish **[NEW]**

Design and Build

Initial Selection
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Single Stage)
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Two Stage)
July 2023 English, French, Spanish **[NEW]**

Underground Works

Initial Selection
July 2023 English **[NEW]**

Request for Proposal (Single Stage)
July 2023 English **[NEW]**

Request for Proposal (Two Stage)
July 2023 English **[NEW]**

Engineering Procurement and Construction/Turnkey

Initial Selection
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Single Stage)
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Two Stage)
July 2023 English, French, Spanish **[NEW]**

Design, Build and Operation for Water and Wastewater Treatment Plants

Guidance Note for SPD for Water and Wastewater Treatment Plants
July 2023 English **[NEW]**

Initial Selection Document
July 2023 English, French, Spanish **[NEW]**

Request for Proposal (Single Stage)
January 2023 English, French, Spanish **[NEW]**

Request for Proposal (Two Stage)
January 2023 English, French, Spanish **[NEW]**

Water Loss Reduction, Performance Based Contracts (two-envelope process)

Guidance Note for SBD for Water Loss Reduction Performance Based Contract
July 2023 English **[NEW]**

Request for Bids
July 2023 English, French, Spanish **[NEW]**

Roads (Output and Performance Based Road Contracts)

Sample Specifications for Output and Performance Based Road Contracts
July 2023 English, French, Spanish **[NEW]**

Request for Bids
July 2023 English, French, Spanish **[NEW]**

Small Works

Request for Bids - (2 envelope process)
July 2023 English, French, Spanish **[NEW]**

Plant
Request for Bids (two-envelope with rated criteria)
July 2023 English, French, Spanish **[NEW]**

Initial Selection Document
July 2023 English, French, Spanish **[NEW]**

Request for Proposals (two-stage)
July 2023 English, French, Spanish **[NEW]**

Request for Proposals (single-stage)
July 2023 English, French, Spanish **[NEW]**

ANNEX 2. TEMPLATE OF A PROCUREMENT PLAN

Name of the Project: Zambia Green, Resilient and Transformational Tourism Development Project (GREAT-TDP)

Project ID No: P180337

Project Implementation Agency: Ministry of Tourism (MoT)

Date of the Procurement Plan Submission to WB as part of AWPB: DD/MM/YYYY

Period covered by this Procurement Plan: ___ Months (from DD/MM/YYYY to DD/MM/YYYY)

Sr. No	Contract Description	Estimated Cost (US$)	Review by Bank (Prior/Post)	Market Approach (Open-National/ Limited etc.)	Selection Method (RFP, RFB, QCBS etc.)	Evaluation Options (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
Consultancies											
1.											
Total cost for the first 18 months for Consultancy Services USD_____											
Works											
1.											
Total cost for the first 18 months for Works USD_____											
Goods - Non-Consultancy Services **Note Venue hire, MV Service, Fuels and lubricants, office rentals and payment of utility bills etc will be covered from O&M budget and will not be carried in the procurement plan**											
Total cost for the first 18 months for Non-Consultancy Services USD_____											
Goods – Other											
1.											
Total cost for the first 18 months for Goods -Others USD _____											
Total Cost for the first 18 months: USD _____											