

**Natural Risks Preventive Program
(BH-L1008)**

Tentative Procurement Plan

Project:	Natural Risks Preventive Management (BH-L1008)
Borrower:	The Commonwealth of The Bahamas
Executing Agency:	National Emergency Management Agency (NEMA)
Date of approval of the Plan:	November 2006 (estimated)
Date of publication of the General Procurement Notice:	February 2006
Time Frame:	18 months

I. INTRODUCTION

- 1.1 The Project's procurement activities will be carried out in accordance with to the Policies for the procurement of works and goods financed by the IDB (GN-2349-7), and the Policies for the selection and contracting of consultants financed by the IDB (GN-2350-7), approved on January 19, 2005 and modified in July 2006, as well as with the terms and conditions stipulated in the Loan Contract between the Bank and the Borrower.
- 1.2 This document defines the different methods for procurement and contracting of works, goods, and consulting services, their estimated costs, the upfront reviews required, as well as the agreements reached with the Borrower regarding procurement activities, which are shown in Appendix 1. This Procurement Plan covers the first 18 months of project execution and will be updated at least once a year, or sooner if necessary, to accurately reflect the project implementation needs and the improvements in the institutional capacity of the Borrower.
- 1.3 The detailed Procurement Plan is available at the National Emergency Management Agency (Cabinet Office, Nassau, The Bahamas, (242) 322 2805). The Plan is also available at the IDB's Web Page (www.iadb.org).

II. PROCUREMENT FOR THE PROJECT

- 2.1 Works. The project includes minor works related to retrofitting of 4 shelters, mainly works on sanitation services, water supply, electricity supply and roofs and windows. Procurement

subject to national competitive bidding (NCB) will be undertaken using national bidding documents agreed upon with the Bank.

- 2.2 Goods. This Project includes a relatively small number of procurement activities related to goods. The communications component includes procurement of satellite phones, VHF radios, GPS, and high-frequency receivers. Other procurement activities are related to essential office equipment, furniture and supplies, as well as vehicles for the NEMA's main office and the offices in family islands.
- 2.3 Consulting Services. The consulting services required for the project are related to: (i) Component 2, hiring of an individual consultants for human resources management, disaster risk management, contingency specialist; also, legal consultants will be hired for the drafting of subsidiary legislation; (ii) Component 3, hiring of a individual consultants for shelter management and a civil works engineer; also consultant firms to support formulation of a shelter policy and to provide training; (iii) Component 4, hiring of consultants to support the formulation of local preparedness plans; and (iv) Component 5, hiring of a firm to prepare the Country risk profile. Consultancy services are also required for the project's monitoring and evaluation (hiring of independent consultants to undertake the final evaluation of the project).
- 2.4 Section 4 describes the procurement methods to be used for the procurement of these goods and services, and Appendix 1 summarizes the procurement activities necessary to execute the project.

III. CAPACITY OF THE EXECUTING AGENCY TO EXECUTE THE PROJECT

- 3.1 The National Emergency Management Agency is the Executing Agency (EA) for the Project. The project team evaluated the capacity of the EA to execute the project, including its ability to procure the required goods and services in accordance with the Bank's procurement policies (GN-2349-7 and GN-2350-7). NEMA is a relatively new agency with limited capacity to execute the project, therefore the project contemplates hiring of technical experts plus necessary personnel to staff a project executing unit.
- 3.2 To execute the project, a Project Executing Unit will be created by and housed in NEMA. This unit will be responsible for the: (i) management of the loan resources, (ii) planning, management, supervision and control of all procurement activities, and of the work to be carried out by the consulting firm; (iii) coordination with all other government agencies involved in project execution; and (iv) any other activities necessary for the timely and adequate execution and monitoring of the project. The Project Executing Unit comprises an Project Manager, a Contingency Plan Specialist, a Project Finance Officer and a Procurement Specialist. The PEU will work closely with the individual consultants that the project will contract in the areas of disaster risk management, emergency communication technical officer, risk identification, and shelter management.

- 3.3 To ensure that the PEU (especially the Project Manager and the Procurement Officer) are familiar with the Bank's procurement policies and standard bidding procedures, the Procurement Specialist in the Bank's Country Office in The Bahamas will conduct a procurement training seminar. (Ideally, the PEU staff will be hired in time to participate in the procurement training seminars for Executing Agencies, held by the COF/CBH in and June 2007.) In addition, the Bank's Country Office will assist the PEU with technical guidance as needed during the execution of the operation.

IV. PROCUREMENT METHODS

- 4.1 Table 1 shows the methods to be used for the procurement of goods and consulting services, according to the contract amounts involved.

Table 1: Methods for the Procurement of Goods and Consulting Services

Procurement Category	Contracting Method	Procurement Amount (US\$)	Review Mechanism
Goods	ICB	Contract Amount \geq \$150,000	"Ex-ante" for all contracts
	NCB	\$150,000 > Contract Amount \geq \$50,000	"Ex-ante" for all contracts
	PC	Contract Amount < \$50,000	"Ex-ante" for all contracts
Consulting Services	ICB QCBS or QBS	Contract Amount \geq \$200,000	"Ex-ante" for all contracts with requests for expression of interest with international publicity.
	NCB QCBS	\$200,000 > Contract Amount \geq \$100,000	"Ex-ante" for all contracts
	NCB QCBS	Contract Amount < \$100,000	"Ex-ante" for all contracts
Individual Consultant	NCB CQS or FBS	Any Amount	"Ex-ante" for all contracts

Goods and Services: ICB: International Competitive Bidding
NCB: National Competitive Bidding
PC: Comparison of Budgets/Prices

Consulting Firms: QBS: Selection based on Quality
QCBS: Selection based on Quality and Cost
CQS: Selection Based on Consultant's Qualifications

Individual Consultants: FBS: Selection under a Fixed Budget

- 4.2 Goods. This will be carried out according to the dispositions of the Bank's *Policies for the procurement of works and goods financed by the IDB* (GN-2349-7). When the contract amount is equal to or larger than US\$150,000, the procurement will follow the procedures

for international competitive bidding (ICB). For procurement of goods with contract amounts between US\$50,000 and US\$150,000, national competitive bidding (NCB) procedures will be adopted. For amounts below US\$50,000, the procedure will be price comparison (PC) with a minimum of three offers. For the acquisition of the goods specified in paragraph 2.2 of this document, the National Emergency Management Agency will carry out six separate procurement processes, respectively for communications equipment, hardware, office equipment, furniture supplies and the vehicles.

- 4.3 Consulting Services. The consulting firm to be hired for developing the Master Plan will be selected based on international competitive bidding, using Quality- and Cost-Based Selection (QCBS). The Project Unit Staff (ICZM Coordinator, Environmental Specialist, Information Specialist and Administrative Coordinator) will be hired through national competitive bidding, using Selection Based on the Consultants' Qualifications (CQS) or Selection under a Fixed Budget (FBS). And the independent consultants to conduct the final evaluation will be hired through national competitive bidding, using QCBS. In all cases, the bidding documents will be consistent with the Bank's Standard Request for Proposal for Selection of Consultants (revised August 2006).

V. BANK REVIEW OF THE PROCUREMENT ACTIVITIES

- 5.1 This Procurement Plan will constitute the basis for the Bank's review of all procurement activities related to the project. The Borrower should update the Plan every year, as required, covering always the next 18 months of project execution. Any proposed revision of the Procurement Plan should be presented in advance to the Bank for its no-objection. All procurement activities to be carried out in a given period must be included in the Plan approved by the Bank, and will follow the methods and amounts established in it.
- 5.2 The review mechanism for the separate project procurement activities varies with the contract amount. The appropriate review mechanism for each procurement amount category is indicated in Table 1.

VI. PROCUREMENT PLAN

- 6.1 The Procurement Plan for goods and consulting services for the next 18 months is summarized in Appendix 1. It should be noted that the goods to be purchased (office equipment, furniture, supplies and a vehicle) are widely available in the market, hence no pre-qualification of vendors is required for the procurement of these goods. Also, there is no provision to use any preference mechanisms for local goods.

THE BAHAMAS
Natural Risks Preventive Management (BH-L1008)

Tentative Procurement Plan

Main Procurement Activities in the next 18 months	Source of Financing		Procurement Method ⁽¹⁾	Pre-qualification Yes/No	Specific Notice of Procurement Tentative Date of Publication	Status ⁽²⁾
	IDB (%)	Counterpart (%)				
I. GOODS						
Office supplies NEMA's main and field offices (Comp II) [Contract Amount: US\$95,000]	0	100	PC	No	Q1/07	P
Office equipment and furniture NEMA's main and field offices (Comp II) [Contract Amount: US\$215,000]	0	100	PC	No	Q3/07	P
Generators NEMA's main and field offices [Contract Amount: US\$230,000]	0	100	ICB	No	Q4/07	P
Communications equipment (Comp I) [Contract Amount: US\$975,500]	100	0	ICB	Yes	Q3/07	P
Vehicles for NEMA's main and field offices [Contract Amount: US\$290,000]	100	0	PC	No	Q3/07	P
II. WORKS						
Retrofitting Shelters (Comp III) [Contract amount: \$256,000]	100	0	NCB	Yes	Q2/07	P
III. CONSULTING SERVICES						
Human Resource Specialist (Comp II) [Contract Amount: US\$70,000]	100	0	CQS/FBS	No	Q1/07	P
Disaster Risk Management Specialist (Comp II) [Contract Amount: US\$287,000]	100	0	CQS/FBS	No	Q1/07	P
Subsidiary Legislation (Comp II) [Contract Amount: US\$20,000]	100	0	CQS/FBS	No	Q3/07	P
Public relations specialist (Comp II) [Contract Amount: US\$52,000]	100	0	CQS/FBS	No	Q3/07	P

Main Procurement Activities in the next 18 months	Source of Financing		Procurement Method ⁽¹⁾	Pre-qualification Yes/No	Specific Notice of Procurement Tentative Date of Publication	Status ⁽²⁾
	IDB (%)	Counterpart (%)				
III. CONSULTING SERVICES (Cont.)						
DRM Policy Expert (Comp II) [Contract Amount: US\$33,500]	100	0	CQS/FBS	No	Q4/06	P
Contingency Plan Specialist (Comp II) [Contract Amount: US\$287,000]	100	0	CQS/FBS	No	Q4/06	P
Agency and Sector Plans (Comp II) [Contract Amount: US\$120,000]	100	0	QCBS	No	Q2/08	P
Emergency communications specialist (Comp I) [Contract Amount: US\$149,500]	100	0	CQS/FBS	No	Q2/07	P
Shelter Management Specialist (Comp III) [Contract Amount: US\$47,000]	100	0	CQS/FBS	No	Q3/07	P
Shelter National Program (Comp III) [Contract amount: US\$330,000]	100	0	QCBS	Yes	Q3/07	P
Update of shelter inventory (Comp III) [Contract Amount: US\$31,000]	100	0	CQS	No	Q1/07	P
Program “Your home as shelter” (Comp IV) [Contract Amount: US\$70,000]	100	0	CQS/FBS	No	Q3/07	P
Community Preparedness Plans (Comp IV) [Contract Amount: US\$340,000]	100	0	QCBS	Yes	Q2/07	P
Information management early warning (Comp IV) [Contract Amount: US\$140,000]	100	0	QCBS	Yes	Q1/08	P
Damage and Needs Assessment Training (Comp IV) [Contract Amount: US\$110,000]	0	100	CQS/FBS	No	Q3/07	P
Country Risk Profile (Comp V) [Contract Amount: US\$210,000]	100	0	QCBS	Yes	Q2/07	P

[1] NOTES: **ICB:** International Competitive Bidding
NCB: National Competitive Bidding
PC: Comparison of Budgets/Prices
QBS: Selection based on Quality
QCBS: Selection based on Quality and Cost
CQS: Selection Based on Consultant’s Qualifications
FBS: Selection under a Fixed Budget

[2] STATUS: **P:** Pending
IP: In process
A: Awarded
C: Cancelled