INTER-AMERICAN DEVELOPMENT BANK

INSTITUTIONS FOR DEVELOPMENT

FISCAL AND MUNICIPAL MANAGEMENT DIVISION

Terms of reference

Technical Cooperation

Asia - Latin-America e-Government Procurement Initiative RG-T2412

Individual consultant

Preparation of e-GP strategic/action plans (generic)

Background

* 1. There is a growing demand in Latin America and the Caribbean for strengthening and advancing the use of Country Systems, especially in the area of public procurement. As approximately 10 to 15 percent of Gross Domestic Product (GDP) on a global average is processed through these systems, their efficiency and effectiveness can play a critical role in the development process. This is the case as procurement is a central function of public financial management and service delivery systems, determining how public money is spent through the purchase of goods, works, and services.
  2. One way to have a major impact on the quality of public procurement is through the introduction of new technologies. E-GP consists of the use of electronic information technology (particularly the internet) by governments and other regional authorities in their procurement interaction with suppliers of works, goods and consultancy services. E-GP technology reduces physical barriers of space and time, allows faster information flow and wider access to information and services, and offers a number of significant benefits:
     + 1. **Higher transparency in government management**, reducing the opportunities for corruption and providing public access to information related to the different stages of the procurement process.
       2. **Greater efficiency in the procurement process** and better use of the government resources.
       3. **Significant savings in government purchases** due to greater competition between suppliers, better comparison of prices and reductions in transaction costs. Systems implemented have showed reductions from 10% to 30% in the costs of governmental procurement.
       4. **Higher level of integration and development of regional and local economies** while stimulating the competitiveness and productivity of small and medium sized enterprises (SMEs) through greater access to national and international markets.
  3. While state-of-the-art technology is available to develop almost fully automated procurement systems, there are other critical components in the process of designing and implementing an e-GP system. Governments have to take the lead in adopting the appropriate legal environment, changing the institutional processes, and build capacity among parties involved in the e-GP program.
  4. The use of e-GP catalyzes the economic development process by stimulating markets, modernizing the public sector, and improving government performance. The huge potential of efficiency gains can considerably contribute to reducing/redistributing fiscal expenditures. The use of e-GP in an increasing number of countries clearly has shown major efficiency gains. The simplification and/or elimination of repetitive tasks in the procurement process by automation results in time and cost savings.
  5. In 2014, the Bank approved the technical cooperation entitled “Asia - Latin-America e-Government Procurement Initiative.” (RG-T2412) that will assist the support the strengthening of e government procurement (e-GP) management in the region through a better leveraging of the knowledge assets that the international community has in the area and by promoting the use of international better practices, innovative solutions in the design and implementation of countries’ e-GP modernization.

Objectives

* 1. The main objective of the consultancy is to prepare strategic or action plans for the strengthening of procurement operations and electronic platforms at the national level.

Activities and deliverables

The consultant will carry out the following activities:

* Review documentation, assessments and other relevant information.
* Prepare and action plan that includes at least:

1. the necessary priorities, procedures, and operations (strategies) to strengthen the components agreed with the government (s);
2. The costs of doing strategic planning, in terms of staff and Board time and other resources – and what might need to be given up in order to develop a plan;
3. Consider whether the organization is "ready" for a long-range plan or whether it may best focus on a short-term plan, or if both activities can be done.
4. Identify key issues, questions, and choices to be addressed as part of the implementation
5. Prepare final report that compiles recommendations provided to the government (s) and the agreed plan.

**Coordination**

* Supervision: Leslie Harper, Modernization of the State Specialist, Fiscal and Municipal Management Division (IFD/FMM)

Characteristics of the Consultancy

**Type of Consultancy**: Services provided by an international consulting firm

**Starting date and duration**: 2-3 months (depending on the country case) during June 2015- June 2017

**Place of work**: Country of residence. If necessary travel costs will be part of the contract

**Schedule of payment**:

* 20% upon signature of contract
* 40% upon delivery of draft report compiling recommendations provided to the government.
* 40% upon delivery of final report with recommendations provided to the government.

Qualifications

* Master in public administration, public procurement, policy analysis, economics or any other related field. At least 8 years of experience in the field of public financial management law or procurement;
* Extensive knowledge and experience regarding the design of public procurement action plans of strategic plans;
* Knowledge of Latin American context (and country case).