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

Consulting Firm

Preparation and dissemination of virtual and in-classroom training program about cutting edge trends in e- GP.

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.
     + 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.
  2. 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.
  3. 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.
  4. 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

The main objective of the consultancy is to develop and deploy a training course that will enable the participants to have a better understanding of the principles of effective e-public procurement systems, the procurement process, and the implementation and evaluation of a sourcing process among others.

Activities and deliverables

The consulting firm will carry out the following activities:

* Design a curriculum to strengthen and professionalize the procurement function;
* Develop a complete set of training materials, case studies, exercises for the course;
* Deliver the course;
* Provide the students that successfully complete the course with an accredited
* Carry out a satisfaction survey at the end of the course.
* Provide to the IDB a brief summary on the lessons learned from the training (agenda, participants, training evaluation results)

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 during January 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
* 60 % upon upon the Consultant's delivery of draft of materials and curricula
* 20% upon delivery of course and bank´s approval of final brief.

Qualifications

* Extensive knowledge and experience regarding the design of e- public procurement courses aimed at public officials.
* Extensive experience in training or lecturing government officials, with a specific focus on public procurement.
* Knowledge of the Caribbean context.