

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)

Procurement Plan¹

I. General

1. **Project information:** (name of project, country, Project) **Resilient Puna: Ecosystem based Adaptation for sustainable High Andean communities and ecosystems in Peru**
2. **Version of the Plan:** Version 04, dated **15.12.2023**
3. **Approval Date of the procurement Plan:** n/a
4. **Date of General Procurement Notice:** n/a
5. **Period covered by this procurement plan:** **First 18 months of project implementation 07/2024-12/2025**
6. **Other Arrangements:** (**Example:** The project will provide grants to Government, Civil Society, Private Sector and regional organizations. The Accredited Entity's approved Procurement and Consultant Guidelines reviewed and accepted by the Fund will apply under these grants. Procurement will be carried out by Grant Recipients themselves and procurement plan will be agreed between the AE and Grant Recipient.
7. **GIZ Specification:**
 - **GIZ as Accredited Entity (AE):** GIZ will do the procurements according to the regulations for public procurement (German law/European law) – the table below can get adapted from time to time, due to legal changes:

	Estimated Contract Value	Procedure	Approximate duration
Direct buying	up to EUR 1.000,00	<u>Direct buying:</u> without formal justification and without formal contract form	
small contracts	from EUR 1.000,01 up to EUR 7.999,99	<u>Direct award procedure:</u> usually limited to 1 contract for consultant/company per PN	2-4 weeks
small contracts	from EUR 8.000,00 up to EUR 20.000,00	<u>Simple negotiated procedure without a call for competition with at least three eligible bidders (3 options):</u>	2-4 weeks

¹ The EEs are responsible for the procurement procedures and determine the procurement method during the project implementation. The details of the procurement plan will be filled in for procurements done from GIZ as AE and/or EE. Further/Detailed information from the EEs are available after conclusion of the Grants and start of the Implementation.

		- price quotation (100%) - CV / price assessment (70% / 30%) - Concept / CV / price assessment (35% / 35% / 30%)	
Tender below the EU threshold	from EUR 20.000,01 up to EUR 215.000,00 (Exception: Higher EU-threshold of up to EUR 750.000,00)	<u>Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders:</u> technical and price assessment (70% / 30%) Public (Open) Tender Procedure: in case there is no knowledge of the relevant market; technical and price assessment (70% / 30%); no negotiation permitted	8-10 weeks
Tender above the EU threshold	from EUR 215.000,01 (Exception: Higher EU-threshold of up to EUR 750.000,00)	<u>Public (Open) Tender Procedure</u> <u>Restricted Negotiated Procedure</u> Negotiated procedure with competitive tender	5-9 months
	In justified exceptional cases: Direct order above EUR 1,000.00	In justified exceptional cases, while observing the principles of economic efficiency and cost-effectiveness: a direct order above EUR 1,000.00 from a specific contractor is possible without competitive tender. <u>For example</u> , a justified exception exists in the event of a unique selling point, i.e. if a single specific company is uniquely qualified to provide a particular service.	
	unspecified	Individual contracts using existing framework agreements	

- **Executing Entities (EEs):**

- a) The EEs will sign a subsidiary contract with the AE, based on GIZ's standard operating procedures for contracts for financing.
- b) When awarding contracts for goods, works and consulting services to be financed in full or in part from the grant, the EE shall observe the regulations mentioned in the 'Procurement Guidelines for projects funded by GIZ'. The procedures described in the Guidelines are contractually agreed minimum standards. In addition to these, the Recipient must also comply with all applicable statutory regulations under public (procurement) law.

Estimated Contract value	Procedure
up to EUR 1.000,00	Procurement is permitted without a tender procedure for the award of a contract but observing the principles of economic efficiency and cost-effectiveness.
over EUR 1,000.00 and up to EUR 20,000.00	Request for at least three candidates to submit tenders
over EUR 20,000.00 and up to EUR 200,000.00	a) Public invitation to tender, or b) Limited invitation to tender after competitive tender for participation, or c) Limited invitation to tender without competitive tender for participation
over EUR 200,000.00	a) Public invitation to tender or b) Limited invitation to tender after competitive tender for participation
Exceptions	Procedure

In justified exceptional cases: Direct order above EUR 1,000.00	In justified exceptional cases, while observing the principles of economic efficiency and cost-effectiveness: a direct order above EUR 1,000.00 from a specific contractor is possible without competitive tender. For example, a justified exception exists in the event of a unique selling point, i.e. if a single specific company is uniquely qualified to provide a particular service.
Individual contracts using existing framework agreements between the Recipient and their suppliers of goods and services.	Existing framework agreements with the Recipient may be used, provided there is evidence of compliance with the minimum standards mentioned above (except direct order).

II. Goods, Works and non-consulting services

- 1. Prior Review Threshold:** Procurement Decisions of the AE – see I general / 7. GIZ specification
- 2. Prequalification** (for complex Civil Works)
- 3. Procurement Packages (for Goods, Works and Non-consultancy services) with Methods and Time Schedule**

1	2	3	4	5	6	7	8	9	10	11	12
Ref. No.	Contract (Description)	Source of Funds (GCF)	Planned vs Actual	Estimated Cost in EUR	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Date of issuance of doc's approx. (month/year)	Bid-Opening Date approx. (month/year)	Date of contract /order signature approx. (month/year)	Comments
1	Office equipment (e.g., IT equipment)	GCF	Planned	44,448	Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders	Yes	No	Q3/2024	Q3/2024	Q3/2024	Responsible EE: GIZ
			Actual								
2	Office supplies	GCF	Planned	13,996	Simple negotiated procedure without a call for competition with at least three eligible	Yes	Yes	Q3/2024	Q3/2024	Q3/2024	Responsible EE: GIZ

1	2	3	4	5	6	7	8	9	10	11	12
Ref. No.	Contract (Description)	Source of Funds (GCF)	Planned vs Actual	Estimated Cost in EUR	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Date of issuance of doc's approx. (month/year)	Bid-Opening Date approx. (month/year)	Date of contract /order signature approx. (month/year)	Comments
					bidders (3 options)						
			Actual								
3	Vehicles	GCF	Planned	21,000	Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders	Yes	No	Q4/2024	Q4/2024	Q2/2025	Responsible EE: GIZ
			Actual								
4	Local information System (e.g., monitoring equipment)	GCF	Planned	169,321	Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders	Yes	No	Q1/2025	Q1/2025	Q2/2025	Responsible EE: GIZ
			Actual								
5	Workshops, events catering for sub-activity 1.1.1.1 & 1.2.2.3	GCF	Planned	121,400	Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders	Yes	No	Q1/2025	Q1/2025	Q2/2025	Responsible EE: GIZ
			Actual								
6	Office materials and equipment	GCF	Planned	9,752	Request for at least three candidates to submit tenders	No	Yes	Q3/2024	Q3/2024	Q3/2024	Responsible EE: IdM
			Actual								

1	2	3	4	5	6	7	8	9	10	11	12
Ref. No.	Contract (Description)	Source of Funds (GCF)	Planned vs Actual	Estimated Cost in EUR	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Date of issuance of doc's approx. (month/year)	Bid-Opening Date approx. (month/year)	Date of contract /order signature approx. (month/year)	Comments
7	Office supplies	GCF	Planned	4,657	Request for at least three candidates to submit tenders	No	Yes	Q3/2024	Q3/2024	Q3/2024	Responsible EE: IdM
			Actual								
8	Catering and rooms rental		Planned	14,580	Request for at least three candidates to submit tenders	Yes	No	Q3/2024	Q3/2024	Q3/2024	Responsible EE: IdM
			Actual								
9	IT equipment	GCF	Planned	12,461	Price comparison – CP ²	No	Yes	Q3/2024	Q3/2024	Q3/2024	Responsible EE: Profonanpe ³
			Actual								
10	Service of call for proposal platform	GCF	Planned	5,306	Direct award - AD ⁴	No	Yes	Q1/2025	Q1/2025	Q1/2025	Responsible EE: Profonanpe
			Actual								
11	Kick-off workshop	GCF	Planned	11,037	Price comparison – CP	No	Yes	Q3/2024	Q3/2024	Q3/2024	Responsible EE: Profonanpe
			Actual								
12	Local initiatives baseline	GCF	Planned	58,131	National Public Tender - LPN ⁵	No	Yes	Q3/2024	Q3/2024	Q3/2024	Responsible EE: Profonanpe
			Actual								
13	Service for dissemination activities for the calls for proposals	GCF	Planned	9,551	Direct award - AD	No	Yes	Q1/2025	Q1/2025	Q1/2025	Responsible EE: Profonanpe
			Actual								

² CP stands for comparacion de precios, Spanish word for price comparison. In this regard, a minimum of 3 valid bids (i.e., that comply with the requested technical specifications) needs to be requested and the comparative table is prepared to award the lowest evaluated cost.

³ Based on the point 7. EE b) above Profonanpe will follow their procurement manual.

⁴ AD stands for adjudicación directa, Spanish word for direct award. This will be based on a justified exceptional case, while observing the principles of economic efficiency and cost-effectiveness as mentioned in the table 7 GIZ Specifications under Exceptions.

⁵ LPN stands for licitación pública, Spanish word for National Public Tender. The award is based on the lowest evaluated cost.

1	2	3	4	5	6	7	8	9	10	11	12
Ref. No.	Contract (Description)	Source of Funds (GCF)	Planned vs Actual	Estimated Cost in EUR	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Date of issuance of doc's approx. (month/year)	Bid-Opening Date approx. (month/year)	Date of contract /order signature approx. (month/year)	Comments
Total For Goods				481,179							

III. Selection of Consultants

- Prior Review Threshold:** Selection decisions subject to Prior Review by AE.
- Short list comprising entirely of national consultants:**
 - see I general / 7. GIZ specification
- Any Other Special Selection Arrangements:** [including advance procurement and retroactive financing, if applicable]
- Consultancy Assignments with Selection Methods and Time Schedule**

1	2	3	3	4	5	6	7	8	9	10	11
Ref. No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
1	Consultancy for the design, maintenance and training for the project M&E system	GCF	EUR 250,000	Negotiated procedure with competitive tender	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q5/2024	Responsible EE: GIZ
2	Consultancy to develop an App for the community monitoring	GCF	EUR 30,000	Negotiated Procedure Tender without a call for	Q3/2024	Q3/2024	Q3/2024	Q3/2024	Q3/2024	Q3/2024	Responsible EE: GIZ

1	2	3	3	4	5	6	7	8	9	10	11
Ref No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
				competiti on (shortlist) with 5 to 8 eligible bidders							
3	Hiring 8 Promoters	GCF	EUR 96,000	Negotiate d Procedur e Tender without a call for competiti on (shortlist) with 5 to 8 eligible bidders	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q1/2025	Responsi ble EE: GIZ
4	Consultancy to conduct a Gender gap study	GCF	EUR 50,000	Negotiate d Procedur e Tender without a call for competiti on (shortlist) with 5 to 8 eligible bidders	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Q4/2024	Responsi ble EE: GIZ
5	Consultancy to develop dissemination material to better access public funds	GCF	EUR 30,000	Negotiate d Procedur e Tender without a call for	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Responsi ble EE: GIZ

1	2	3	3	4	5	6	7	8	9	10	11
Ref No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
				competiti on (shortlist) with 5 to 8 eligible bidders							
6	Consultancy to develop a protocol for reporting adaptation projects in agriculture and water	GCF	EUR 150,000	Negotiated Procedure Tender without a call for competition (shortlist) with 5 to 8 eligible bidders	Q4/2024	Q4/2024	Q1/2025	Q1/2025	Q1/2025	Q2/2025	Responsible EE: GIZ
7	Consultancy for Technical Assistance Service Provider	GCF	EUR 1,505,262	Selection based on quality and cost	Q3/2024 ⁶	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Q5/2024	Responsible EE: Profonanpe
8	Gender specialist	GCF	EUR 7,150	Request for at least three candidates to submit tenders	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Responsible EE: IdM
9	Technical advisor for capacity building	GCF	EUR 10,715	Request for at least three	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Responsible EE: IdM

6 Based on the point 7. EE b) above Profonanpe will follow their procurement manual

1	2	3	3	4	5	6	7	8	9	10	11
Ref No.	Description of Assignment	Source of Funds (GCF)	Estimated Cost	Selection Method	Issuance of Expression of Interest approx. (month/year)	Finalize shortlist and issue RFP approx. (month/year)	Proposals Submission Date approx. (month/year)	Complete Technical Evaluation approx. (month/year)	Complete Financial Evaluation approx. (month/year)	Negotiate and Award approx. (month/year)	Comment
				candidates to submit tenders							
10	Participatory processes specialist	GCF	EUR 24,409	b) Limited invitation to tender without competitive tender for participation	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Responsible EE: IdM
11	Facilitator of national workshops	GCF	EUR 3,396	Request for at least three candidates to submit tenders	Q3/2024	Q3/2024	Q3/2024	Q4/2024	Q4/2024	Q4/2024	Responsible EE: IdM