

# Procurement Plan

***(Name: Executing Entity)***

## **I. General**

1. **Project information:** *Enabling implementation of forest sector reform in Georgia to reduce GHG emissions from forest degradation and build ecosystem resilience to climate change*
2. **Version of the Plan:** Version 1, dated 16.07.2019
3. **Approval Date of the procurement plan:**
4. **Date of general procurement notice:**
5. **Period covered by this procurement plan:**
6. **Other Arrangements:**
  - The Executing Entities “National Forestry Agency (**NFA**), Department of Environmental Supervision (**DES**), Environmental Information and Education Centre (**EIEC**) and Agriculture and Rural Development Agency (**ARDA**) will sign a subsidiary contract with the Accredited Entity (**GIZ GmbH**, Eschborn), based on GIZ’s standard operating procedures for contracts for financing.
  - The AE’s approved Procurement and Consultant Guidelines, reviewed and accepted by the Fund, will apply under these grants. Procurement will be carried out by the EEs and a procurement plan will be agreed upon annually between the AE and EEs.
  - 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 for public procurement, which apply in the EE’s country. The regulations mentioned in the table below (see II.) are minimum standards.

## **II. Procurement Planning:**

7. **Procurement Guidelines for projects funded by GIZ:** Attached to the contract between the EE and the AE, the Procurement Guidelines for projects funded by GIZ are mandatory and provides guidelines and templates on each phase of the procurement plan. The corresponding documents shall be kept with the accounting vouchers pertaining to the project.

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8. **Details of the Procurement Plan:** As part of the project annual planning activity, the EE shall submit a Procurement Plan along with the annual Project Budget and workplan for prior review by the AE. The Procurement Plan should list any procurement with a unit price equal or over EUR 1,000.00 and must identify the following for each of them:
- Type of procurement (goods, construction works, consulting services or general standard services)
  - Description of the goods, construction works, consulting services or general standard services
  - Budget estimation per procurement type