

# **Vanuatu Community-based Climate Resilience Project (VCCRP)**

## **Annex 10: Procurement Plan**

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## I. General

1. **Project information:** Vanuatu Community-based Climate Resilience Project, Vanuatu
2. **Version of the Plan:** Version: B.32
3. **Approval Date of the procurement Plan:** 17/02/22
4. **Date of General Procurement Notice:**
5. **Period covered by this procurement plan:** July 2022 to Dec 2023
6. **Other Arrangements:** Accredited Entity's approved Procurement and Consultant Guidelines reviewed and accepted by the Fund will apply. Procurement carried out by the co-Executing Entity (Ministry of Climate Change) or Vanuatu Government Implementing Entities for the delivery of project activities, will apply the Vanuatu Ministry of Finance and Economic Management (MFEM) Guidelines for the Procurement of Goods and Services.

## II. Goods, Works and non-consulting services.

The Save the Children thresholds for procurement values are listed below and will be used to determine the procurement procedure to be applied where Save the Children is performing procurement (see Embedded Attachment 1 for Accredited Entity Procurement and Consultant Guidelines approved by the Fund).

# **1. Prior Review Threshold:**

Procurement Decisions subject to Prior Review by the Accredited Entity

The following thresholds shall apply where the Executing Entity Save the Children Vanuatu is performing the procurement in line with the procurement policies and guidelines (see embedded attachment 1 at bottom of document):

	Procurement Method	Threshold for use of method (USD)	Prior Review Threshold	Comment
1.	Open Tender – Competitive Bidding	> \$ 100,001	> \$100,001	
2.	Formal Quotation (min 3)	\$ 10,001- 100,000	> \$ 50,001	
3.	Simple Quotation (min 3)	\$1,001- \$10,000	none	
	Single Quotation (min 1)	\$ 101 – 1,000	none	
4.	Cash and Receipt	< \$100	none	

The following thresholds shall apply where Vanuatu Government Execution Entity is performing the procurement (see Attachment 2 Ministry of Climate Change (MoCC) Guidelines for the Procurement of Goods and Services).

	Procurement Method	Threshold for use of method (USD)	Prior Review Threshold	Comment
1.	Open Tender – Competitive Bidding	>50,001	> \$ 50,001	Central Tender Board Process.
2.	Open Tender – Competitive Bidding	>10,001- 50,000	none	MFEM Director will approve.
3.	Direct Source (Shopping (3 quotations))	\$1,001- \$10,000	none	
4.	Over the counter purchase	<\$1,000	none	

## 2. Prequalification (for complex Civil Works)

Not Applicable

## 3. Procurement Packages with Methods and Time Schedule

All procurement dates are based on the planning assumption that the project will have the FAA in place and ready to start by 01 July 2022. The table below includes only the procurement of goods planned for the first 18 months of the project.

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Contract (Description)	Source of Funds	Planned vs Actual	Estimated Cost in US\$	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Review by AE (Prior / Post)	Date of issuance of doc's	Bid-Opening Date	Date of contract /Order signature	Comments
1	1.1.1 (1.1.1.3) Purchase of CDCCC resource kits	GCF	Planned	239,536	Open Tender – Competitive Bidding	No	Yes	Prior	15/1/23	15/2/23	15/11/23	
			Actual									
2	1.3.1 (1.3.1.3) Purchase & Installation of Satellite communication equipment	GCF	Planned	1,629,213.48	Open Tender – Competitive Bidding	Yes	No	Prior	1/11/22	01/01/23	15/08/23	
			Actual									
3	2.2.3 (2.2.3.2) Purchase seeds, seedlings and plants to AC.	GCF	Planned	146,257	Open Tender – Competitive Bidding	No	Yes	Prior	1/09/23	15/1/24	15/6/24	Liaise with Pakoa Leo Department of Agriculture
			Actual									

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Ref. No.	Contract (Description)	Source of Funds	Planned vs Actual	Estimated Cost in US\$	Procurement Method	Pre qualification (yes/no)	Domestic Preference (yes/no)	Review by AE (Prior / Post)	Date of issuance of doc' s	Bid-Opening Date	Date of contract /Order signature	Comments
4	PMU staff Computers and National staff/Advisers computers	GCF	Planned	113,018	Open Tender – Competitive Bidding	No	No	Post	01/7/22	01/8/22	1/10/22	
			Actual									
5	2.3.2 (2.3.2.4) Purchase of off-shore fishing equipment	GCF	Planned	155,308	Open Tender – Competitive Bidding	No	Yes	Prior	01/3/23	01/05/23	15/12/23	Led by Department of Fisheries.
			Actual									
6	2.4.2 (2.4.2.2) Purchase Livelihoods Activity Kits	GCF	Planned	1,768,628	Open Tender – Competitive Bidding	No	Yes	Prior	01/3/23	01/05/23	15/12/23	DLA with DoA input
			Actual									
7	3.1.2 (3.1.2.2) Area Councils office equipment	GCF	Planned	786,541	Open Tender – Competitive Bidding	No	Yes	Prior	15/3/23	15/5/23	15/12/23	
			Actual									
8	3.1.2 (3.1.2.2) Area Councils Quad bikes	GCF	Planned	193,876.40	Open Tender – Competitive Bidding	no	Yes	Prior	01/3/23	01/5/23	01/12/23	
			Actual									
Total For Goods				5,032,377								

### III. Selection of Consultants

#### 1. Prior Review Threshold:

Selection decisions subject to Prior Review by Accredited Entity:

	Selection Method	Threshold for use of method (USD)	Prior Review Threshold	Comment
1.	Single Quotation (min 1)	< \$ 1000	none	
1.	Simple Quotation (min. 3)	\$1,001- \$10,000	none	
2	Formal Quotations (min 3)	\$ 10,001- 50,000	none	
3.	Open Tender	> \$ 50,001	\$50,001	

The following thresholds shall apply where Vanuatu Government is selecting consultants. For Vanuatu, the law requires a selection committee to be established. This committee establishes the criteria / TOR and then makes the selection based on that criterion for recommendation to the Director General of the Ministry. Vanuatu Government guidelines require the consulting services contract must include a clear term of reference outlining the services to be provided; a copy of the consulting services contract must be attached to the payment voucher; and the contract has to be approved by the Public Service Commission.

#### 2. Short list comprising entirely of national consultants:

Short list of consultants for services, estimated to cost less than \$100,000 equivalent per contract, may comprise entirely of national consultants in accordance with the Fund's interest in encouraging the development and use of National Consultants from partner countries of operation.

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#### 3. Any Other Special Selection Arrangements

Not applicable.

#### 4. Consultancy Assignments with Selection Methods and Time Schedule

All procurement dates are based on the planning assumption that the project will have the FAA in place and ready to start by 01 July 2022. The table below includes only the procurement of services planned for the first 18 months of the project.

1	2	3	3	4	5	6	7	8	9	10	11	12
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost USD	Selection Method	Review by AE (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
1	1.1.1 (1.1.1.1&2) Consultancy to develop, test and rollout CDCCC status assessment tool	GCF	40,418	QCBS	Post	1/9/22	1/11/22	15/12/22	15/1/23	30/1/23	30/2/23	
2.	1.1.2 (1.1.2.4) ICT Consultancy to develop CDCCCs to NDMO communication protocols	GCF	11,370	QBS	Post	1/3/23	1/5/23	1/6/23	15/7/23	30/7/23	30/8/23	
3	1.1.2 (1.1.2.1 & 2) Consultancy to develop training materials for CDC'C's technical training	GCF	39,460	QCBS	Post	1/3/21	1/5/23	1/6/23	15/7/23	30/7/23	30/8/23	
4.	1.2.1 (1.2.1.2) Consultancy to develop standardised community education materials	GCF	28,313	QCBS	Post	1/3/23	1/5/23	1/6/23	1/7/23	15/7/23	15/8/23	



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1	2	3	3	4	5	6	7	8	9	10	11	12
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost USD	Selection Method	Review by AE (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	and key messages on climate change risks											
5.	1.2.2 (1.2.2.2) Technical assistance to CDCCCs to undertake community profiling	GCF	22,739	QCBS	Prior	1/3/23	1/5/23	1/7/23	30/7/23	15/8/23	15/9/23	
6.	1.2.2 (1.2.2.3) Technical Baseline biophysical and ecological surveys	GCF	52,669	QCBS	Prior	1/3/23	1/5/23	1/7/23	30/7/23	15/8/23	15/9/23	
7.	1.2.2 (1.2.2.4) Consultancy to conduct household socioeconomic surveys	GCF	52,669	QCBS	Prior	1/3/23	1/5/23	1/7/23	30/7/23	15/8/23	15/9/23	
8.	1.3.1 (1.3.1.1) Consultancy to review best practice and baseline study on PICs Early warning systems	GCF	52,669	QBS	Post	15/7/23	30/7/23	20/8/23	30/8/23	15/9/23	30/9/23	
9.	1.3.1 (1.3.1.5)	GCF	547,479	QCBS	Prior	1/2/23	1/4/23	1/6/23	20/8/23	20/09/23	20/11/23	

1	2	3	3	4	5	6	7	8	9	10	11	12
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost USD	Selection Method	Review by AE (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comment
	Service contract for internet connectivity											
10.	2.3.1 (2.3.1.3) Consultants to deliver education program developed under activity 2.3.1.2	GCF	21,702	QCBS	Post	1/6/23	1/7/23	30/7/23	15/8/23	30/8/23	20/09/23	
11.	3.1.2 (3.1.2.1) Consultancy to undertake Area Council capacity assessments	GCF	22,739	QCBS	Post	1/5/23	1/6/23	1/7/23	20/7/23	30/7/23	15/08/23	
12.	4.1.1.1 Service contract to deliver project Evaluations	GCF	759,285	QCBS	Prior	1/8/22	15/9/22	30/10/22	20/11/22	30/11/22	23/12/22	

Competitive Methods are the following:

- Quality Cost Based Selection method (QCBS)
- Quality Based Selection (QBS)
- Fixed Budget Selection (FBS)
- Least Cost Selection (LCS)
- Consultants Qualifications Selection (CQS)

### **Attachment 1 – Save the Children Procurement Manual**

This portion has been redacted in accordance with the GCF Information Disclosure Policy, as the portion is confidential under the disclosure policy of the Accredited Entity

### **Attachment 2 – Ministry of Climate Change Procurement Guidelines**

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