

# Simplified Approval Process

## Annex 8: Procurement plan



(Name of Entity)

## Procurement Plan

### I. General

1. **Project information:** Local Climate Adaptive Living Facility (LoCAL)

2. **Version of the Plan:** Version 1.0 dated \_\_\_\_\_

3. **ApprovalDate of the procurement Plan:**

4. **Date of General Procurement Notice:**

5. **Period covered by this procurement plan:** 18 months

6. **Other Arrangements:**

FNEC encourages and promotes sound, fair, transparent and well performing procurement systems and GCF compliant procedures will be applied accordingly by national EEs, namely DGEC and SP/CONAFIL. Procurement guidelines are described in FNEC's Manual of Administrative, Accounting and Financial Management Procedures, which align to Benin's Public Procurement Code (Law N° 2020-26). At the subnational level, local governments are subject to the same Public Procurement Code for the procurement of goods and services. Procurement will be carried out by national EE and local governments in alignment with the above-mentioned Public Procurement Code.

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

1. **Prior Review Threshold:** Procurement Decisions subject to Prior Review by the AE/Fund

	Procurement Method	Threshold for use of method	Prior Review Threshold	Comments
1.	Open tender (works) – public entities	Above US\$ 167,761	Yes preparation of tender documents	

			review of bid/proposal evaluation report and award recommendation, draft contract	
2.	Open tender (goods and services) – public entities	Above US\$ 117,433	Yes preparation of tender documents review of bid/proposal evaluation report and award recommendation, draft contract	
3.	Open tender (works) – nonspecial status local governments	Above US\$ 58,716.	Yes preparation of tender documents review of bid/proposal evaluation report and award recommendation, draft contract	
4.	Open tender (goods and services) – nonspecial status local governments	Above US \$ 41,940	Yes preparation of tender documents review of bid/proposal evaluation report and award recommendation, draft contract	
5.	Request for quotations (1)– all public entities	Above US\$ 16,776Below open tender limits	Yes preparation of tender documents	Mandatory publication and set of evaluation panel

6.	Request for quotations (2)– all public entities	Above US \$ 6,710 Below US\$ 16,776	Yes preparation of tender documents	Above not mandatory
7.	Micro-purchasing – all public entities	Below US \$ 6,710		Upon consultations of at least three providers

## 2. Prequalification (for complex Civil Works)

No complex civil work under this programme

### 3. Procurement Packages with Methods and Time Schedule

[illegible]

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 qualificati on (yes/no)	Domestic Preferenc e (yes/no)	Review by AE/Fund (Prior / Post)	Date of issuanc e of doc's	Bid- Openin g Date	Date of contract /order signature	Comments
					advantageous offer (EAO)							
<b>Total For Goods</b>				<b>104,250</b>								

### **III. Selection of Consultants**

#### **1. Prior Review Threshold:** Selection decisions subject to Prior Review by AE/Fund:

	<b>Selection Method</b>	<b>Prior Review Threshold</b>	<b>Comment</b>
1.	Open tender (Consulting Firms)– all public entities	Above US \$ 83,341.35	
2.	Open tender (Individual Consultants) – all public entities	Above US \$33,336.54	
3.	Open tender (Consulting Firms) – nonspecial status local governments	Above US \$33,336.54	
	Open tender (Individual Consultants) – nonspecial status local governments	Above US \$ 25,002.41	
	Request for quotations (1) – all public entities	Above US \$16,668.27 Below open tender limits	
	Request for quotations (2) – all public entities	Above 4 million CFA Below US \$ 16,668.27	
	Direct contracting– all public entities	Below US \$ 6,667.31	

#### **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.

#### **3. Any Other Special Selection Arrangements:** N/A

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

<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>Comment</b>
<b>Ref . No.</b>	<b>Description of Assignment</b>	<b>Source of Funds</b>	<b>Estimated Cost</b>	<b>Selection Method</b>	<b>Review by AE/Fund (Prior / Post)</b>	<b>Issuance of Expression of Interest</b>	<b>Finalize shortlist and issue RFP</b>	<b>Proposals Submission Date</b>	<b>Complete Technical Evaluation</b>	<b>Complete Financial Evaluation</b>	<b>Negotiate and Award</b>	
1	Service Contract for LISA set up	GCF	64,316	Request for proposal QCBS	Prior :preparation of tender document review of bid/proposal	November 4, 2024	November 16, 2024	December 2, 2024	December 10, 2024	December 27 2024	January 24, 2025	

1	2	3	3	4	5	6	7	8	9	10	11	
Ref No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expressi on of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluatio n	Complete Financial Evaluation	Negotiate and Award	Comment
					evaluation report and award recommend ation, draft contract Post : on delivery							
2	Service Contract with Media/Comms company to roll out adaptation communication campaign in the field	GCF	50,000	Request for proposal QCBS	Prior :preparatio n of tender document review of bid/propos al evaluation report and award recommend ation, draft contract Post : on delivery	Novembe r 6, 2024	Novembe r 18, 2024	06 dec 2024	17 dec 2024	2 jan 2025	January 27, 2025	
3	Service Contract APA	GCF	342,200 (total)	Request for proposal QCBS	Prior :preparatio n of tender document review of bid/propos al evaluation report and award recommend	February 24, 2025	March 6, 2025	April 14, 2025	May 5, 2025	May 30, 2025	June 27, 2025	



1	2	3	3	4	5	6	7	8	9	10	11	
Ref No.	Description of Assignment	Source of Funds	Estimated Cost	Selection Method	Review by AE/Fund (Prior / Post)	Issuance of Expressi on of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluatio n	Complete Financial Evaluation	Negotiate and Award	Comment
					ation, draft contract Post : on delivery							
	International Senior Consultants - Decentralized Climate Finance / LoCAL standard	GCF	72,000 (total)	Request for proposal QCBS	Prior :preparatio n of tender document review of bid/propos al evaluation report and award recommend ation, draft contract Post : on delivery	June 10, 2025	July 3, 2025	August 4, 2025	August 18, 2025	September 9, 2025	03 Nov 2025	
	Contractual services for audits	GCF/FN EC	60,000 (total)	Request for proposal QCBS	Prior :preparatio n of tender document review of bid/propos al evaluation report and award recommend ation, draft contract Post : on delivery	October 1, 2025	October 13, 2025	November 3, 2025	November 17, 2025	November 26, 2025	05 Dec 2025	

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)
- Economically most advantageous offer (EAO)