

Sierra Leone Coastal Resilience Project (SLCRP)

Annex 8: Procurement Plan

Accredited Entity: Save the Children Australia

Version: Final – 29 January 2024

Procurement Plan

I. General

1. **Project information:** Sierra Leone Coastal Resilience Project; Save the Children Australia; SAP
2. **Version of the Plan:** Version 1.0
3. **Approval Date of the procurement Plan:**
4. **Date of General Procurement Notice:**
5. **Period covered by this procurement plan:** Month 1 to Month 18 of the SLCRP implementation period.

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

Procurement guidelines have been redacted in accordance with the GCF Information Disclosure Policy, as the portion is confidential under the disclosure policy of the Accredited Entity.*



Public-Procurement
-Manual-2020-final.



Public-Procurement
-Regulations-2020.p

This project includes the procurement of solar PV systems (although not in the first 18 months of project). Save the Children understands the risk of forced and child labour with procurement of these systems. Save the Children will manage this risk through the procurement process. Suppliers are assessed against set criteria and as Save the Children are committed to the sustainability of our supply chain, sustainability assessment criteria (including modern day slavery) are included in the supplier selection process. Whilst these criteria are broader than forced labour alone, they include criteria such as “diversity, inclusion and equal opportunity” of staff they hire; the health and safety and working conditions of staff; the commitment to source local labour from communities where possible (specifically for construction) and policies and practice on road safety training.

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 AE/Fund

	Procurement Method	Threshold for use of method	Prior Review Threshold	Comments
1.	Cash and receipt	\$100		
2.	Simple quotation (minimum: 1 quote)	\$101-500		
3.	Simple quotation (minimum: 3 quotes)	\$501-3,000		
4.	Formal quotation (minimum : 3 quotes)	\$3,001 - 30,000		
5.	Open Tender (minimum : 3 quotes)	\$30,000 +		

The following thresholds shall apply where the Environmental Protection Agency (EPA) Executing Entity is performing the procurement (see Attachment 2: Government of Sierra Leone, Public Procurement Act, Procurement Regulations – 2016, Updated 2020)

	Procurement Method	Threshold for use of method ¹	Prior Review Threshold	Comments
1.	Request for Quotation	Less than 100,000 NLE (\$4,744) for goods and services		
2.	National Competitive Bidding	100,000 – 5,000,000 NLE for goods and services (\$4,744 - \$236,5266)		
3.	International Competitive Bidding	NLE 5,000,000 + for goods and services (\$236,526 +)		

¹ <https://www.xe.com/currencyconverter/convert/?Amount=1&From=USD&To=SLE> 17 March 2023, \$1 (US) = 21.08 SLE

2. Procurement Packages with Methods and Time Schedule²

*** the 'Estimated Cost' column of the table has been redacted in accordance with the GCF Information Disclosure Policy, as the portion is confidential under the disclosure policy of the Accredited Entity.***

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/Fund (Prior / Post)	Date of issuance of doc's	Bid-Opening Date	Date of contract /order signature	Comments
1	Tools for community tool-banks and demonstration plots and livelihood toolkits (Rake, hoe, machete, spade, trowel)	GCF	Planned		Open tender – competitive bidding (min. 3 quotes)	Yes – registered supplier	Yes	Prior	03/09/2025	01/10/2025	22/10/2025	Activity 2.1.2 Enable communities to implement climate-resilient livelihoods through training and improved practices, inputs and technologies
			Actual									
2	First tranche equipment for climate-resilient agriculture (improved seed varieties, hermetic bags, pest control equipment)		Planned		Open tender – competitive bidding (min. 3 quotes)	Yes – registered supplier	Yes	Prior	07/11/2025	12/12/2025	02/01/2026	Activity 2.1.2 Enable communities to implement climate-resilient livelihoods through training and improved practices, inputs and technologies
			Actual									
3	First tranche equipment for alternative fishing and fish preservation technologies	GCF	Planned		Open tender – competitive bidding (min. 3 quotes)	Yes – registered supplier	No	Prior	21/12/2025	14/01/2026	31/01/2026	Activity 2.1.2 Enable communities to implement climate-resilient livelihoods through training

² The indicative dates included in this procurement plan assume that the project has an effectiveness date of 01/06/2024

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/Fund (Prior / Post)	Date of issuance of doc's	Bid-Opening Date	Date of contract /order signature	Comments
	(nets, solar dryers, solar freezers, efficient fish-smoking ovens)											and improved practices, inputs and technologies
			Actual									
4	Vehicles for project transport – boats with outboard engines, Landcruisers, and motorcycles for transport across sand paths	GCF	Planned		Open tender – competitive bidding	Yes – registered supplier	Yes	Prior	11/09/2024	23/10/2024	20/11/2024	Activity 2.1.2 Enable communities to implement climate-resilient livelihoods through training and improved practices, inputs and technologies; 3.1.1: Build capacity for community-based mangrove forest management; 3.2.4 Restore mangroves and implement community-level strategies for coastal protection
			Actual									
Total												

III. Selection of Consultants

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

	Selection Method	Prior Review Threshold	Comment
1.	Cash and receipt	\$100	
2	Simple quotation (minimum: 1 quote)	\$101-500	
3.	Simple quotation (minimum: 3 quotes)	\$501-3,000	
	Formal quotation (minimum : 3 quotes)	\$3,001 - 30,000	
	Open Tender (minimum : 3 quotes)	\$30,000 +	

The following thresholds shall apply for the procurement of consultancy services, when the EPA is performing the procurement:

	Procurement Method	Threshold for use of method ³	Prior Review Threshold	Comments
1.	Request for Quotation	Less than 100,000 NLE (\$4,744)		
2.	National Competitive Bidding	100,000 – 5,000,000 NLE (\$4,744 - \$236,5266)		
3.	International Competitive Bidding	NLE 5,000,000 + (\$236,526 +)		

2 . Consultancy Assignments with Selection Methods and Time Schedule⁴

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)

³ <https://www.xe.com/currencyconverter/convert/?Amount=1&From=USD&To=SLE> 17 March 2023, \$1 (US) = 21.08 SLE

⁴ Indicative dates given here assume that the project will have an effectiveness date of 01/06/2024

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1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
1	Professional services for delivery of project activities in Port Loko and Kambia districts Procuring entity: Save the Children	GCF		Sole sourced procurement	Prior						03/06/2024	Following a rigorous capacity assessment and review of potential delivery partners during the proposal development, including engagement with the Government of Sierra Leone to secure their endorsement, Concern Worldwide have been selected as an implementing partner, responsible for delivering project activities in Port Loko and Kambia, in collaboration with their sub-partner Kambia District Development and Rehabilitation Organisation (KADDRO).

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
2	Professional services for the delivery of project activities in Moyamba district Procuring entity: Save the Children	GCF		Sole sourced procurement	Prior						03/06/2024	Following a rigorous capacity assessment and review of potential delivery partners during the proposal development, including engagement with the Government of Sierra Leone to secure their endorsement, Conservation Society of Sierra Leone (CSSL) have been selected as an implementing partner, responsible for delivering project activities in Moyamba.
3	Professional services for the delivery of project activities in Pujehun district Procuring entity: Save the Children	GCF		Sole sourced procurement	Prior						03/06/2024	Following a rigorous capacity assessment and review of potential delivery partners during the proposal development, including engagement with the Government of

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
												Sierra Leone to secure their endorsement, the Environmental Foundation for Africa, Sierra Leone (EFA-SL) have been selected as an implementing partner, responsible for delivering project activities in Pujehun.
4	Professional services to conduct capacity needs assessments at community-level to assess climate knowledge and response ability	GCF		Open Tender – Competitive Bidding	Prior		02/09/2024	16/09/2024	23/09/2024	23/09/2024	07/10/2024	Activity 1.1.2 Build capacity at community level for climate-responsive planning and development
5	Professional services to conduct capacity assessment of national and district government officials on climate change knowledge and ability to deliver projects Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		02/09/2024	16/09/2024	23/09/2024	23/09/2024	07/10/2024	Activity 1.2.1 Develop capacity at national and subnational government levels for climate-responsive planning and development

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
6	Professional services to deliver last-mile EWS and CIS solutions including technical support (e.g. text messaging) Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		01/04/2025	15/04/2025	22/04/2025	22/04/2025	06/05/2025	Activity 1.2.1 Develop capacity at national and subnational government levels for climate-responsive planning and development
7	Professional services to conduct climate-related WASH needs assessment in target communities Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		14/10/2024	28/10/2024	04/11/2024	04/11/2024	18/11/2024	Activity 1.3.1 Equip communities with climate-resilient health and nutrition knowledge and skills, with a specific focus on women and children
8	Professional services to deliver agreed WASH interventions at community level Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		02/06/2025	16/06/2025	23/06/2025	23/06/2025	07/06/2025	Activity 1.3.2 Implement climate-resilient domestic WASH solutions in communities, with a specific focus on women and children
9	Professional services to lead on work with Ministry of Education to create or revise curriculum	GCF		Open tender – competitive bidding	Prior		14/10/2024	28/10/2024	04/11/2024	04/11/2024	18/11/2024	Activity 1.4.1 Design and implement climate change education curriculum in primary schools

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
	module on climate change Procuring entity: Save the Children											
10	Professional services to build on existing school vulnerability work and conduct vulnerability assessment of schools in target areas Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		28/10/2024	25/11/2024	09/12/2024	09/12/2024	23/12/2024	Activity 1.4.2 Support district and school authorities to implement the Resilient Schools programme, including climate change planning and disaster risk management
11	Professional services to deliver agreed climate-resilient interventions for schools Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		02/06/2025	30/06/2025	14/07/2025	14/07/2025	28/07/2025	Activity 1.4.2 Support district and school authorities to implement the Resilient Schools programme, including climate change planning and disaster risk management
12	Professional services to conduct comprehensive livelihoods, market and value chain assessment of coastal communities at community level,	GCF		Open tender – competitive bidding	Prior		02/09/2024	30/09/2024	14/10/2024	14/10/2024	28/10/2024	Activity 2.1.1 Map needs for livelihood improvement and diversification in different communities and develop action plans for

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
	including analysis and recommendations for strategies Procuring entity: Save the Children											Sustainable Livelihoods
13	Professional services to assess agricultural water sources needs and provide technical support to implementation of agricultural water improvements Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		04/08/2025	18/08/2025	25/08/2025	25/08/2025	08/09/2025	Activity 2.1.4 Enable access to climate-resilient water harvesting and storage to support livelihoods
14	Professional services to conduct market assessment for coastal products. Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		14/10/2024	28/10/2024	04/11/2024	04/11/2024	18/11/2024	Activity 2.2.2: Identify appropriate coastal products, develop business models and improve access to financing
15	Professional services to identify key barriers in value chains for selected coastal products, and identify plan to strengthen value chains	GCF		Open tender – competitive bidding	Prior		04/08/2025	18/08/2025	25/08/2025	25/08/2025	08/09/2025	Activity 2.2.3 Strengthen value chains for existing and new coastal products

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
	Procuring entity: Save the Children											
16	Professional services to deliver community-led mangrove assessments in all target areas, Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		14/10/2024	28/10/2024	04/11/2024	04/11/2024	18/11/2024	Activity 3.1.1 Build capacity for community-based mangrove forest management
17	Professional services to design and deliver radio campaign on sustainable mangrove-use Procuring entity: EPA	GCF		Open tender – competitive bidding	Prior		04/08/2025	18/08/2025	25/08/2025	25/08/2025	08/09/2025	Activity 3.1.1 Build capacity for community-based mangrove forest management
18	Professional services to conduct assessment of community norms on mangrove use Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		14/10/2024	28/10/2024	04/11/2024	04/11/2024	18/11/2024	Activity 3.1.1 Build capacity for community-based mangrove forest management
19	International specialist organisation to provide technical assistance and oversight to	GCF		Open tender – competitive bidding	Prior		29/07/2024	09/09/2024	23/09/2024	23/09/2024	07/10/2024	Activity 3.2.1 Develop and implement community-led mangrove

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
	overall implementation of mangrove conservation and restoration, including spatial data to identify hotspots, training of national and district officials, designing site-specific mangrove restoration protocols, and overseeing implementation of restoration and conservation Procuring entity: Save the Children											conservation plans
20	Professional services to identify sustainable harvesting options Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		04/08/2025	18/08/2025	25/08/2025	25/08/2025	08/09/2025	Activity 3.2.2 Community-led ecosystem monitoring and compliance with by-laws
21	Professional services to conduct overall coastal protection needs assessment, measuring inundation and erosion hotspots	GCF		Open tender – competitive bidding	Prior		11/11/2024	25/11/2024	02/12/2024	02/12/2024	16/12/2024	Activity 3.2.3 Develop strategy for community-led coastal protection

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost in US\$	Selection Method	Review by AE/ Fund (Prior / Post)	Issuance of Expression of Interest	Finalize shortlist and issue RFP	Proposals Submission Date	Complete Technical Evaluation	Complete Financial Evaluation	Negotiate and Award	Comments
22	Professional services to conduct site-specific engineering assessments, to investigate opportunities for ecosystem rehabilitation and artificial temporary measures Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		11/02/2025	25/02/2025	04/03/2025	04/03/2025	18/03/2025	Activity 3.2.3 Develop strategy for community-led coastal protection
23	Professional services to conduct comprehensive baseline assessment Procuring entity: Save the Children	GCF		Open tender – competitive bidding	Prior		29/07/2024	26/08/2024	09/09/2024	09/09/2024	23/09/2024	Monitoring and Evaluation
Total												