

**GCF Project:
“Increasing
resilience to the
health risks of
climate change in
the Federated
States of
Micronesia”**

Procurement Plan

Procurement Plan

Pacific Community (SPC)

I. General

1. **Project information:** Increasing resilience to the health risks of climate change in the Federated States of Micronesia - SPC
2. **Version of the Plan:** Version 0-9 dated 29 May 2023
3. **Approval Date of the procurement Plan:**
 - TBC - during inception phase
4. **Date of General Procurement Notice:**
 - TBC - during inception phase
5. **Period covered by this procurement plan:**
 - 18 months
6. **Procurement oversight:** All procurement will proceed according to SPC's Finance Regulations (2018), Finance Policy: Procurement (2020), Finance Policy: Grants and Sub-delegations (2020) and Finance Policy: Anti-Money Laundering and Counter-Terrorism Financing (2020). These policies ensure considerable internal controls and due diligence to ensure that funds are properly disbursed and managed. The procurement process includes assessment and mitigation of risks. This will be overseen by SPC's Procurement Committee.
7. **Other Arrangements:** 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 Green Climate Fund will apply under these grants. This procurement plan only relates to goods and services to be procured by the SPC for the purposes of this project as stipulated in the GCF budget (annex 4) and according to the Operations Manual for this programme. The majority of procurement will be carried out by DoWR and the PMU themselves and procurement plan will be agreed between the SPC and Grant Recipient, except in those cases when direct procurement by SPC is undertaken (e.g., in cases when it is deemed that the grantee does not have the capacity to undertake such procurement).

II. Goods, Works and non-consulting services.

1. **Prior Review Threshold:** Procurement Decisions subject to Prior Review by the AE/Fund¹

¹ Available online at <https://spccloud.sharepoint.com/sites/intranet/about-us/governance/policies>.

	Procurement Method	Threshold for use of method	Prior Review Threshold	Comments
1.	Petty cash	Up to 50 EUR	N/A	Procurement valued at less than or equal to EUR 50 can be undertaken using petty cash by the Director-General's delegate. Advance cash for authorised expenses may be taken, or reimbursement can be claimed using receipts for expenditure incurred. Petty cash is maintained by Finance, as well as divisions, programmes and project offices.
2.	Shopping	Up to 2000 EUR	Above 50 EUR	Procurement valued at more than EUR 50, but less than or equal to EUR 2000, requires at least one quotation. No competitive process is required, but wherever possible comparable quotes may be obtained to confirm that the offer provides the best value for money. Quotations can be solicited directly from the vendors by the procuring section. The quote will be evaluated by the procuring section and the vendor approved by the Director-General's delegate. The quote must conform to the technical requirements of the procurement. The Procurement Team will conduct post-facto random checks to ensure that these procurement activities provide SPC with the best value for money available in the market. If the items or services being procured are required on a repetitive basis and the cumulative value of the contract exceeds EUR 45,000 in a calendar year, the procuring section is to use either an RFQ or RFP for future purchases.
3.	Request for quotation (RFQ)	Up to 45,000 EUR	Above 2000 EUR	Procurement valued at more than EUR 2000 and less than or equal to EUR 45,000 requires an evaluation of at least three quotations to determine the offer that provides the best value for money. The procuring section can source quotations from vendors. If the items or services being procured are required on a repetitive basis and the cumulative value of the contract exceeds EUR 45,000 in the calendar year, the procuring section should conduct an advertised RFP process for procurement, or a process for the appointment of a preferred supplier or service provider. The RFQ documentation or technical specification will be provided in writing to the prospective vendors to provide quotation. The same set of specification requirements, submission and other solicitation requirements will be provided to all vendors from whom quotations or proposals are requested. All forms of communication with the prospective vendor will be retained as the source documents for the procurement. Depending on the market for the product or services being procured, procurement below this threshold can also be advertised. The procuring section will evaluate the quotes using the evaluation matrix template, to compare all quotations and proposals received. The Procurement Team can assist to ensure the appropriate process is followed and that all the relevant documentation is properly filled
4.	Request for proposal (RFP)	200,000 EUR	Above 45,000 EUR	Procurement valued at more than EUR 45,000 will require a local or international RFP (or tender) and will be evaluated by SPC's Procurement Committee. The Procurement Team will coordinate the process to ensure compliance with the process (and will complete the required RFP checklist). Solicitation Advertising: An RFP must be advertised for at least four weeks and advertised as widely as possible. No RFP documents will be sent directly to any prospective bidders, unless they have been shortlisted through an expression of interest. Communication with bidders/potential bidders: Once an RFP is advertised all requests for clarification about the content of the RFP from a potential bidder must be made through the Procurement Team. All communication sent out in response to a query will be copied to all bidders that have already submitted their bids. Two envelope process: The RFP will normally require a two-envelope procedure, in which the technical and financial proposals are submitted in two separate sealed envelopes or as separate electronic submissions. Closing date: All bids must be received before the closing date specified in the RFP documents Evaluation SPC's Procurement Committee will undertake an RFP evaluation. The proposal with the overall highest score after adding the score of the technical proposal and the score from the financial proposal is the bid that offers the best value for money. The Procurement Committee must prepare an evaluation report for all RFP evaluations. Negotiations: Negotiations are discussions with a potential supplier after selection of the supplier, but before the award of the contract. Negotiations may be carried out with the selected supplier regarding payment terms and delivery after the Procurement Committee's report has been approved.

				<p>Negotiations should result in a clear understanding of responsibilities under the contract and better value for money than provided for in the recommended proposal.</p> <p>Award of contract:</p> <p>The Procurement Committee's evaluation report will be submitted to the Director-General for approval. This approval authorises SPC to enter into negotiations with the successful bidder and award the contract.</p>
5.	High-value RFP or highly complex, or unavailable in local market	N/A	Above 200,000 EUR	<p>A high-value RFP will need to be undertaken for very high-value procurements (more than EUR 200,000), and for complex procurements, or for procurement of requirements not readily available in the local market. Construction works and real estate procurement may be carried out through local procurement regardless of the value (see the Capital Projects Guidelines). The majority of the processes for a high-value RFP are the same as for an RFP, except for some additional requirements, as set out below. The Director-General will approve any high value RFP. A risk assessment must be undertaken before the start of the procurement activity for all high-value procurements (more than EUR200,000) or complex procurements. The risk assessment is to be undertaken by the project manager, in collaboration with the Procurement Team, and must evaluate the consequences of SPC failing to perform the procurement effectively or in a timely manner. It should include a risk analysis, assessment and options for mitigation. The risk assessment must be done in line with SPC's Risk Management Policy. High-value RFP must be advertised for at least six (6) weeks. A performance security bond will be required for all high-value contracts.</p>
6.	Rosters and preferred suppliers	N/A	N/A	<p>Expression of interest</p> <p>An expression of interest (EOI) is a solicitation process that allows SPC to develop a list of potential bidders for goods, services or works that could be either:</p> <ol style="list-style-type: none"> included on a shortlist roster; or considered for a future detailed RFP process. <p>The EOI process does not automatically lead to an award of contract. The purpose of the EOI process is limited to assisting procuring sections by providing them with a shortlist of prospective vendors on roster. The technical evaluation of EOIs will be done by the procuring section, with a report submitted to the Procurement Committee for approval. Using an approved roster waives the requirement of a public solicitation process. However, before contracting a prospective vendor from a roster, SPC must send a detailed statement of needs to at least three prospective vendors seeking a proposal or quote. The evaluation of the proposals will occur in line with SPC's normal procurement practices, according to the value of the contract</p> <p>Preferred supplier agreement</p> <p>SPC uses preferred supplier agreements (PSA) to capitalise on volume procurement, by leveraging its purchasing power for low-value but high-volume procurement. A PSA is a contractual agreement for the provision of goods, services or works (as and when required), under a schedule of rates or on a quotation basis. A PSA can be established with one or more suppliers to provide an undefined volume of goods, services or works to SPC in accordance with contract conditions that may or may not include price. Typical examples include travel and ICT equipment, where the total procurement volume is large and recurring, while individual orders are relatively small. Preferred supplier agreements are managed by the procuring section. The appointments of preferred suppliers are initially made through a public competitive procurement process, either through an RFQ, an RFP or a full international tender process based on the volume and amount of procurement. Once a PSA has been implemented, orders can be placed directly with the supplier(s) by the procuring sections, on terms stated in the PSA, without going through another competitive bidding process or needing to obtain comparative quotes from other suppliers. (see 63.1.c Direct contracting) A PSA will be initially for one year and will only be renewed upon confirmation of satisfactory performance before the expiry of the contract. The PSA can then be renewed for another three (3) years, for an overall maximum of four (4) years. The procurement must then be readvertised.</p>
7.	Crisis response procedures (CRP)	2,000 EUR	N/A	<p>The crisis response procedures (CRP) are intended to improve the speed and efficiency of SPC's response to the recovery needs of countries affected by crisis for a defined period of time. They provide increased operational flexibility to carry out procurement activities in the shortest period of time possible, without compromising accountability. However, they only apply to procurement activity directly related to the crisis response. The Director-General may declare a crisis to invoke the application of the CRP. To declare a crisis the Director-General needs to be satisfied that:</p>

				a. a government (national, provincial or other) or international organisation has declared a form of state of emergency, or b. a government (national, provincial or other) is taking active time critical steps to mitigate the impact of an imminent disaster or crisis. The Procurement Team must be consulted for any procurement made under CRP. Additional information on thresholds for CRP is available upon request.
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2. Prequalification (for complex Civil Works)

No pre-qualification is required under the GCF project as no complex civil works are envisaged.

2. Procurement Packages with Methods and Time Schedule

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	1.1.1 Project inception workshop	GCF	Planned	24,200	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q1	Y1Q2	Y1Q2	
2	1.1.2 State level workshops to conduct the VCAs	GCF	Planned	82,000	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q1	Y1Q2	Y1Q2	
3	1.1.2 Travel of national consultants between the four states	GCF	Planned	10,800	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q1	Y1Q2	Y1Q2	
4	1.2.1. Stakeholder workshops on a national and state level to ensure an integrated approach for the H-NAP [(1*4states+2national)*8days]	GCF	Planned	154,000	RFP (Preferred supplier agreement)	No	Yes	Yes (prior)	Y1Q1	Y1Q2	Y1Q2	
5	1.2.1 SPC Staff will travel to support the consultations for the development of the H-NAP	GCF	Planned	21,783	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
6	1.2.3. Train the trainers workshop	GCF	Planned	52,000	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	

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
7	1.2.3.Sensitization workshop of operational staff	GCF	Planned	9,600	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
8	1.2.3.Training workshop for government officials	GCF	Planned	9,600	RFQ (Preferred supplier agreement)	Yes	Yes	Yes (prior)	Y1Q2	Y1Q3	Y1Q3	
9	2.1.1 FSM Food lab capacity improvement costs	GCF	Planned	1,405,820	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q2	Y1Q3	Y1Q3	
10	2.1.1.1 Specialised SPC personnel to support capacity building of the laboratory personnel	GCF	Planned	36,305	Shopping	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
11	2.1.2 Specialised SPC staff will support capacity building activities concerning HIEWS operational aspects	GCF	Planned	50,827	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
12	2.1.3 Training of on HIEWS maintenance and update	GCF	Planned	38,200	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
13	2.1.3 Training for multisector public health surveillance and response	GCF	Planned	36,200	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
14	2.1.3 Training in monitoring and response to health events	GCF	Planned	38,200	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
15	2.1.3 Training in entomology	GCF	Planned	38,200	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
16	2.1.3 Specialised SPC staff will support capacity building activities concerning vector borne disease surveillance	GCF	Planned	58,088	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y2Q3	Y2Q4	Y2Q4	

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
17	3.1.1 Procurement of mosquito surveillance and GIS equipment for the surveillance of high-risk vectors	GCF	Planned	100,000	RFP (Preferred supplier agreement)	Yes	Yes	Yes (prior)	Y2Q2	Y2Q3	Y2Q4	
18	3.1.1 Procurement or development of GIS IT-solution for the surveillance of high-risk vectors	GCF	Planned	100,000	RFP (Preferred supplier agreement)	Yes	Yes	Yes (prior)	Y1Q2	Y1Q3	Y1Q3	
19	3.1.1 Procurement and distribution of mosquito nets (3,500 HH*6 members*15USD per net)	GCF	Planned	315,000	RFQ (Preferred supplier agreement)	Yes	Yes	Yes (prior)	Y1Q3	Y1Q4	Y1Q4	
20	3.1.2 Equipment cost for the installation of 500 tanks	GCF	Planned	560,000	RFQ (Preferred supplier agreement)	Yes	Yes	Yes (prior)	Y1Q2	Y1Q3	Y1Q3	
21	3.1.2 Equipment cost for Type 2 latrine	GCF	Planned	2,500,000	RFQ (Preferred supplier agreement)	Yes	Yes	Yes (prior)	Y1Q2	Y1Q3	Y1Q3	
22	3.1.2 Training workshop costs for each community prior to each project (plumber + water committee training) and handover ceremony	GCF	Planned	158,000	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q2	Y1Q3	Y1Q3	
23	3.1.2 Travel from provincial level to carry out post construction check after liability period to ensure that the construction is up to standard	GCF	Planned	5,400	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q2	Y1Q3	Y1Q3	
24	3.2.1 Train the trainers workshops for community level awareness and response to public health events	GCF	Planned	66,000	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y2Q3	Y2Q3	Y2Q3	

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
25	3.2.1 Trained DoHSA and EPA to conduct awareness raising workshops in outer communities	GCF	Planned	116,500	RFQ (Preferred supplier agreement)	No	Yes	Yes (prior)	Y2Q3	Y2Q3	Y2Q3	
26	3.3.1 National and international travel for mid-term and final evaluation - 1 international flight + four local flights + DSA for international and local	GCF	Planned	600	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q3	Y2Q1	Y2Q1	
27	3.3.1 ME event costs including food, lodging, room rental and event facilitation for mid-term and final data collection survey	GCF	Planned	45,450	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q2	Y1Q3	Y1Q3	
28	3.3.2 Workshop to discuss and disseminate best practices.	GCF	Planned	18,900	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y2Q3	Y2Q3	Y2Q3	
29	Project steering committee & PMU management meetings	GCF	Planned	50,000	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q2	Y1Q3	Y1Q3	
30	Office space	GCF	Planned	63,500	RFQ (Preferred supplier agreement)	No	Yes	Yes (post)	Y1Q1	Y1Q2	Y1Q2	
Total For Goods and Services				6,165,173								

III. Selection of Consultants

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

	Selection Method	Prior Review Threshold	Comment
1.	Rosters and preferred suppliers	<p>1. High-value RFP or highly complex, or unavailable in local market Above 200,000 EUR</p> <p>2. Request for proposal (RFP) above 45,000 EUR up to 200,000 EUR</p> <p>3. Request for quotation (RFQ). Above 2000 EUR up to 45,000 EUR</p>	<p><i>Expression of interest</i></p> <p>An expression of interest (EOI) is a solicitation process that allows SPC to develop a list of potential bidders for goods, services or works that could be either:</p> <ul style="list-style-type: none"> a. included on a shortlist roster; or b. considered for a future detailed RFP process. <p>The EOI process does not automatically lead to an award of contract. The purpose of the EOI process is limited to assisting procuring sections by providing them with a shortlist of prospective vendors on roster.</p> <p>The technical evaluation of EOIs will be done by the procuring section, with a report submitted to the Procurement Committee for approval.</p> <p>Using an approved roster waives the requirement of a public solicitation process. However, before contracting a prospective vendor from a roster, SPC must send a detailed statement of needs to at least three prospective vendors seeking a proposal or quote. The evaluation of the proposals will occur in line with SPC's normal procurement practices, according to the value of the contract</p> <p><i>Preferred supplier agreement</i></p> <p>SPC uses preferred supplier agreements (PSA) to capitalise on volume procurement, by leveraging its purchasing power for low-value but high-volume procurement.</p> <p>A PSA is a contractual agreement for the provision of goods, services or works (as and when required), under a schedule of rates or on a quotation basis.</p> <p>A PSA can be established with one or more suppliers to provide an undefined volume of goods, services or works to SPC in accordance with contract conditions that may or may not include price. Typical examples include travel and ICT equipment, where the total procurement volume is large and recurring, while individual orders are relatively small. Preferred supplier agreements are managed by the procuring section.</p> <p>The appointments of preferred suppliers are initially made through a public competitive procurement process, either through an RFQ, an RFP or a full international tender process based on the volume and amount of procurement. Once a PSA has been implemented, orders can be placed</p>

			<p>directly with the supplier(s) by the procuring sections, on terms stated in the PSA, without going through another competitive bidding process or needing to obtain comparative quotes from other suppliers. (see 63.1.c Direct contracting)</p> <p>A PSA will be initially for one year and will only be renewed upon confirmation of satisfactory performance before the expiry of the contract. The PSA can then be renewed for another three (3) years, for an overall maximum of four (4) years. The procurement must then be readvertised.</p>
2.	Request for quotation (RFQ)	<p>Above 2000 EUR</p> <p>Up to 45,000 EUR</p>	<p>Procurement valued at more than EUR 2000 and less than or equal to EUR 45,000 requires an evaluation of at least three quotations to determine the offer that provides the best value for money. The procuring section can source quotations from vendors. If the items or services being procured are required on a repetitive basis and the cumulative value of the contract exceeds EUR 45,000 in the calendar year, the procuring section should conduct an advertised RFP process for procurement, or a process for the appointment of a preferred supplier or service provider.</p> <p>The RFQ documentation or technical specification will be provided in writing to the prospective vendors to provide quotation. The same set of specification requirements, submission and other solicitation requirements will be provided to all vendors from whom quotations or proposals are requested. All forms of communication with the prospective vendor will be retained as the source documents for the procurement.</p> <p>Depending on the market for the product or services being procured, procurement below this threshold can also be advertised.</p> <p>The procuring section will evaluate the quotes using the evaluation matrix template, to compare all quotations and proposals received. The Procurement Team can assist to ensure the appropriate process is followed and that all the relevant documentation is properly filled.</p>
3.	Request for proposal (RFP)	<p>45,000 EUR - 200,000 EUR</p>	<p>Procurement valued at more than EUR 45,000 will require a local or international RFP (or tender) and will be evaluated by SPC's Procurement Committee. The Procurement Team will coordinate the process to ensure compliance with the process (and will complete the required RFP checklist).</p> <p>Solicitation</p> <p>Advertising: An RFP must be advertised for at least four weeks and advertised as widely as possible. No RFP documents will be sent directly to any prospective bidders, unless they have been shortlisted through an expression of interest.</p> <p>Communication with bidders/potential bidders: Once an RFP is advertised all requests for clarification about the content of the RFP from a potential bidder must be made through the Procurement Team. All communication sent out in response to a query will be copied to all bidders that have already submitted their bids.</p> <p>Two envelope process: The RFP will normally require a two envelope procedure, in which the technical and financial proposals are submitted in two separate sealed envelopes or as separate electronic submissions.</p> <p>Closing date: All bids must be received before the closing date specified in the RFP documents</p> <p>Evaluation</p> <p>SPC's Procurement Committee will undertake an RFP evaluation. The proposal with the overall highest score after adding the score of the technical proposal and the score from the financial proposal is the bid that offers the best value for money.</p> <p>The Procurement Committee must prepare an evaluation report for all RFP evaluations.</p> <p>Negotiations:</p>

			<p>Negotiations are discussions with a potential supplier after selection of the supplier, but before the award of the contract. Negotiations may be carried out with the selected supplier regarding payment terms and delivery after the Procurement Committee's report has been approved. Negotiations should result in a clear understanding of responsibilities under the contract and better value for money than provided for in the recommended proposal.</p> <p>Award of contract:</p> <p>The Procurement Committee's evaluation report will be submitted to the Director-General for approval. This approval authorises SPC to enter into negotiations with the successful bidder and award the contract.</p>
4.	High-value RFP or highly complex, or unavailable in local market	Above 200,000 EUR	<p>A high-value RFP will need to be undertaken for very high-value procurements (more than EUR 200,000), and for complex procurements, or for procurement of requirements not readily available in the local market. Construction works and real estate procurement may be carried out through local procurement regardless of the value (see the Capital Projects Guidelines). The majority of the processes for a high-value RFP are the same as for an RFP, except for some additional requirements, as set out below. The Director-General will approve any high value RFP.</p> <p>A risk assessment must be undertaken before the start of the procurement activity for all high-value procurements (more than EUR200,000) or complex procurements. The risk assessment is to be undertaken by the project manager, in collaboration with the Procurement Team, and must evaluate the consequences of SPC failing to perform the procurement effectively or in a timely manner. It should include a risk analysis, assessment and options for mitigation. The risk assessment must be done in line with SPC's Risk Management Policy.</p> <p>High-value RFP must be advertised for at least six (6) weeks.</p> <p>A performance security bond will be required for all high-value contracts.</p>

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:** [including advance procurement and retroactive financing, if applicable]

3. Consultancy Assignments with Selection Methods and Time Schedule

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	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	Comment
1	1.1.1 Local consultant to update VCA protocol	GCF	36,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
2	1.1.1 International consultant to review VCA protocol	GCF	72,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q2	
3	1.1.1 International consultant to integrate updated VCA protocol into DoHSA processes	GCF	72,000	RFP + QCBS	Yes (prior)	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q2	
5	1.1.1 Local consultant to support the integration of the VCA protocol	GCF	36,000	RFQ + QCBS	Yes (prior)	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q2	
6	1.1.2 International consultant to incorporate lessons learned	GCF	12,000	RFQ (Preferred supplier agreement) + QBS	Yes (prior)	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q1	Y1Q2	
7	1.1.2. National consultant for the implementation of the updated VCA protocols	GCF	24,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
8	1.2.1 National consultant to provide information on local policies and procedures	GCF	18,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
9	1.2.1 International consultant to review	GCF	48,000	RFP (Preferred supplier	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	

1	2	3	4	5	6	7	8	9	10	11	12	13
Ref. No.	Description of Assignment	Source of Funds	Estimated Cost	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	Comment
	local policies and procedures			agreement) + QBS								
10	1.2.1 International consultant to develop an operational H-NAP	GCF	48,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
11	1.2.1 National consultant to facilitate the prioritization and operationalization of the H-NAP on a national and state level	GCF	15,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
12	1.2.1 National consultant to support the development of a new vector control programme	GCF	15,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
13	1.2.1 International consultant to develop the new vector control programme	GCF	42,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
14	1.2.2 Local consultant to conduct capacity gap analysis of SOPs	GCF	36,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q2	Y1Q2	Y1Q3	Y1Q3	Y1Q4	Y1Q4	
15	1.2.2 International consultant to review and formulate SOPs	GCF	72,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q2	Y1Q2	Y1Q3	Y1Q3	Y1Q4	Y1Q4	

1	2	3	4	5	6	7	8	9	10	11	12	13
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16	1.2.3 Local consultant to support identification of gaps and localisation of training material	GCF	36,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
17	1.2.3 International consultant to develop the training material	GCF	18,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
18	1.2.3 International consultant to deliver the 2 training the trainers workshops	GCF	9,600	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
19	2.1.1 Development of an O&M manual for the diagnostic equipment	GCF	12,000	RFQ (Preferred supplier agreement) + QBS	Yes (post)	Y1Q2	Y1Q2	Y1Q3	Y1Q3	Y1Q4	Y1Q4	
20	2.1.2 Procure one for fit-for-use electronic data management system of the HIEWS	GCF	250,000	RFP (Preferred supplier agreement) + QBS	Yes (prior)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
21	2.1.2 Development of an IT solution for an island scale dengue predictive model	GCF	250,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
22	2.1.2 International consultant to develop the framework for the coordination processes and units	x	6,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
23	2.1.2 Local consultant to provide input for the national coordination unit	GCF	3,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	

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24	2.1.2 International consultant to develop HIEWS reference documents	GCF	24,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
25	2.1.2 Local consultant to provide input for the national coordination unit	GCF	12,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q3	Y1Q3	Y1Q4	Y1Q4	Y2Q1	Y2Q1	
26	2.1.3 International consultant to develop the training material for maintenance and update of the HIEWS	GCF	30,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
27	2.1.3 Local consultant to support the development of training material for maintenance and update of the HIEWS	GCF	15,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
28	2.1.3 International consultant to develop the training material for multisector response in the event of HIEWS warning	GCF	16,200	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
29	2.1.3 Local consultant to support the development of training material for multisector response in the event of HIEWS warning	GCF	8,100	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	

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30	2.1.3 International consultant to develop the training material for implementation and monitoring guidelines	GCF	16,200	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
31	2.1.3 Local consultant to support the development of training material for implementation and monitoring guidelines	GCF	8,100	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
32	2.1.3 International consultant to develop the training material for entomology training	GCF	16,200	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
33	2.1.3 Local consultant to support the development of training material for the entomology training	GCF	8,100	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
34	3.1.2 WASH specialist for the support and monitoring of the WASH interventions and the development of the O&M manuals	GCF	36,000	RFP (Preferred supplier agreement) + QBS	Yes (prior)	Y2Q1	Y2Q1	Y2Q2	Y2Q3	Y2Q3	Y2Q4	
35	3.1.2 Procurement and distribution of water purification tables for public health events (5,460 sets of test kits and purification tables @ 42USD each)	GCF	229,320	RFP (Preferred supplier agreement) + QBS	Yes (prior)	Y2Q1	Y2Q1	Y2Q2	Y2Q3	Y2Q3	Y2Q4	

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28	3.2.1 International consultant to develop training material for community level awareness raising	GCF	12,000	RFP (Preferred supplier agreement) + QBS	Yes (prior)	Y1Q2	Y1Q2	Y1Q3	Y1Q3	Y2Q1	Y2Q1	
29	3.2.1 Local consultant to support the development of training material for community level awareness raisins	GCF	6,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y2Q1	Y2Q1	Y2Q2	Y2Q2	Y2Q3	Y2Q3	
30	3.3.1 International specialized consultants to conduct mid-term data collection survey	GCF	18,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
31	3.3.1 International specialized consultants to to conduct final data collection survey	GCF	24,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
32	3.3.1 National specialized consultants to support the mid-term data collection survey	GCF	6,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
33	3.3.1 National specialized consultants to support the final data collection survey	GCF	12,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	
34	Audit costs, every year for 5 years	GCF	25,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q1	Y1Q1	Y1Q2	Y1Q2	Y1Q3	Y1Q3	

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35	3.3.2 Local consultant to develop Lessons learnt and best practice guide on technical interventions	GCF	36,000	RFP (Preferred supplier agreement) + QBS	Yes (post)	Y1Q2	Y1Q2	Y1Q3	Y1Q3	Y1Q4	Y1Q4	
Total for consultancy assignments			1,688,820									

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)