

WEST BENGAL INSTITUTIONAL STRENGTHENING OF GRAM PANCHAYATS PROJECT

PROCUREMENT PLAN FOR (FOR 5 MONTHS FROM NOVEMBER, 2012 TO MARCH, 2013)

I. General

1. Project information:

- Project Name: Institutional Strengthening of Gram Panchayats Project
- Country: India
- Project Code: P 105990
- Credit No. 4758-IN
- Implementing agency for this Procurement Plan: ISGPP Cell , WBSRDA

2. **Bank's approval Date of the procurement Plan** Draft Procurement Plan dated Feb 2, 2010 Revision-0. Revision-1 approved by the Bank on 20.4.2010 and Revision-2 approved by the Bank on May 17, 2011. Revision-3 approved by the World Bank on 01.3.2012.
3. **Date of General Procurement Notices:** Dated February 10, 2010
4. **Period covered by this procurement plan:** Five months of project implementation period from November 2012 to March 2013.

II. Goods and Works and Non-consulting services.

1 a) Procurement Methods and Thresholds

Category	Method of Procurement	Threshold (US\$ Equivalent)
Works	ICB	> 5,000,000
	NCB	Up to 5,000,000
	Shopping	30,000
	Others :	NA
Goods (also applicable for non-intellectual services and the services contracted on the basis of performance of measurable physical outputs)	ICB	> 1,000,000
	LIB	> 500,000
	NCB	> 50,000 but < 1,000,000
	Shopping	<50,000
	Others	NA

1 b) Prior Review Threshold

- Works : All contracts exceeding US\$ 500,000
- Goods : All contracts exceeding US\$ 200,000
- Direct Contracting/ Sole Source Selection : All contracts

2. Pre-qualification. Not Applicable

3. Reference to (if any) Project Operational/Procurement Manual:

4. Any Other Special Procurement Arrangements:

A. The agreed shopping conditions are:

- The procurement will be based on comparing price quotations obtained from several suppliers (in case of goods) and several contractors in case of works) with minimum of three .

- Request for quotation shall indicate descriptions and quantity of goods or specification of works as well as delivery period and place.
- Quotation may be submitted by letter, fax or by electronic means.
- The evaluation shall follow the same principles as of open bidding.
- No special preference, price or purchase, will be accorded to any bidder, state owned enterprises, small scale enterprises or enterprises from any given State.
- There shall be no negotiation of price with the bidders.
- There shall be no rate contracts. Only rate contracts entered into by DGS&D will be acceptable as a substitute for shopping procedures.
- Selective exemption of bid security or performance security to any class of bidders shall not be allowed.
- Bids shall not be invited on % rate basis and shall not be rejected based on a ceiling on bid premium.
- Complete records of all procurements made shall be retained up to two years after the closing date of the Credit Agreement. A register for contracts must be maintained at the GPs and available for inspection.
- Strict compliance for maintaining stock and asset register by GPs.
- Intimation to all stakeholders to permit the Bank to inspect their accounts and records and other documents related to the bid submission and contract performance and to have them auditors appointed by the Bank.

B. The agreed NCB conditions are :

- Only the model bidding documents for NCB agreed with the Government of India Task Force (and as amended from time to time) shall be used for bidding.
- Invitations to bid shall be advertised in at least one widely circulated national daily newspaper, at least 30 days prior to the deadline for the submission of bids :
- No special preference will be accorded to any bidder either for price or for other terms and conditions when competing with foreign bidders, state owned enterprises, small scale enterprises or any enterprises any given state;
- There shall be no negotiations price with bidders, even with the lowest evaluated bidder.
- Extension of bid validity shall not be allowed without the prior concurrence of the Bank: (a) for the first request for extension if it is longer than four weeks; and (b) for all subsequent

requests for extension irrespective of the period (such concurrence will be considered only in cases of Force Majeure and circumstances beyond the control of the purchaser or employer).

- Re-bidding: the system of rejecting bids outside a pre-determined margin or ‘bracket’ of prices shall not be used.
- The two-or-three envelope system will not be used.
- Rate contracts entered into with the Director General of Supplies and Disposal (DGS&D) are not acceptable as substitute for NCB procedures. However, this is acceptable in lieu of shopping.

5. **Procurement Packages with Methods and Time Schedule** – Refer Table-1(A & B) for Goods & Works, Table-2 (A& B) for Consulting Services and Table-3 (A&B) for Non-consultancy Services.

III. Selection of Consultants

1 a) **Selection Methods and Thresholds**

Category	Method of Procurement
All types of selection	QCBS
Selection provided in procurement guidelines Clause 3.6	LCS
Selection provided in procurement guidelines Clause 3.7 and 3.8	CQS
Selection provided in procurement guidelines Clause 3.5	FBS
Selection provided in procurement guidelines Clause 3.9 to 3.13	SS

1 b) **Prior Review Threshold**

- Consultancy Services:
 - > US\$ 100,000 equivalent for firms; and
 - > US\$ 50,000 equivalent for individuals
- All direct contracting / single source selection

2. **Short list comprising entirely of national consultants:** Short list of consultants for services, estimated to cost less than \$ 500,000 equivalent per contract, may comprise entirely of national consultants in accordance with the provisions of paragraph 2.7 of the Consultant Guidelines.

3. **Any Other Special Selection Arrangements:** NA

4. **Reference to (if any) Project Operational/Procurement Manual:**

IV. Implementing Agency Procurement for Capacity Building Activities with Time Schedule:

Sl.No.	Training	Timeline	Status
1.	Training of Procurement Manager and Assistant Procurement Manager of the ISGPP Project on World Bank Procurement Procedures at Administrative Staff College of India, Hyderabad	February 6-17, 2012	Achieved
2.	Training of Assistant Procurement Manager and two other project staff on World Bank Procurement Procedures at NIFM, Faridabad, India	January 14-25, 2013	Achieved
3.	In-house training of state level project staff	February 2013	

PROCUREMENT SCHEDULE FOR GOODS/WORKS (FOR 5 MONTHS FROM NOVEMBER, 2012 TO MARCH, 2013)

Country: INDIA

Borrower: GOVERNMENT OF INDIA

Project: WEST BENGAL INSTITUTIONAL STRENGTHENING OF GRAM PANCHAYATS

[The plan has been prepared by breaking the format in 2 parts : Table-1A & Table-1B]

Revision-4 Dated

TABLE – 1 A

Package No.	Description	Method of Procurement	Procurement Authority	Quantity (Number)	Estimated Cost (Thousand in local currency)	Estimated Cost (Thousand in USD) 1US\$ =Rs.50
1	2	3	4	5	6	7
WB/ISGP/G/001(R-4)	Anti-Virus Software	Direct Contracting or Shopping	ISGPP Cell under WBSRDA	20	125	1.5
WB/ISGP/G/002(R-4)	<u>Hardware requirement for system development of GPMS</u> 1. Database Server 2. Application-cum-Web Server 3. Back-up Server	Shopping	ISGPP Cell under WBSRDA	01 01 01	1000 750 750	20 15 15
WB/ISGP/G/003(R-4)	<u>Accessories for Servers for development of GPMS</u> 1. Networking Rack 2. Server Rack 3. Switch 4. UPS 5. External Back-up Storage 6. Firewall	Shopping	ISGPP Cell under WBSRDA	01 01 01 01 01	50 50 300 400 10 900	1 1 6 8 0.20 18
WB/ISGP/G/004(R-4)	<u>Software requirement for system development of GPMS</u> 1. Antivirus (64 bit) for Windows Server 2012 with 3 years registration 2. Windows Server 2012 Standard edition	Shopping	ISGPP Cell under WBSRDA	03 03	20 180	0.4 3.6
WB/ISGP/G/005(R-4)	Printing of IEC materials (leaflets, activity calendars, guidelines and booklets etc.) (To be done in several lots within threshold limits of shopping)	Shopping	ISGPP Cell under WBSRDA	As per actual requirements	1000	20
WB/ISGP/G/006(R-4)	Audio Compact Disk	Shopping	ISGPP Cell under WBSRDA	3400	150	03
WB/ISGP/G/007(R-4)	Maintenance and procurement of equipment for Studio at Jessop Building	Shopping	ISGPP Cell under WBSRDA	As per actual requirements	350	07
WB/ISGP/G/008(R-4)	Renovation & Painting work inside the Toilet Blocks attached to ISGPP Cell (State Head Quarter)	Direct Contracting (cleared by World Bank)	ISGPP Cell under WBSRDA	As per actual requirements	119.87	2.40
WB/ISGP/G/009(R-4)	Furniture (20 Chairs)	Direct Contracting (cleared by World Bank)	ISGPP Cell under WBSRDA	20	129.11	0.129
WB/ISGP/G/010(R-4)	Installation of Air conditioners for maintenance of computer hardware etc. at District Coordination Unit for ISGP Project, Purba Medinipur	Direct Contracting or Shopping	ISGPP Cell under WBSRDA	05	150	03

PROCUREMENT SCHEDULE FOR GOODS / WORKS (FOR 5 MONTHS FROM NOVEMBER, 2012 TO MARCH, 2013)

[The plan has been prepared by breaking the format in 2 parts : Table-1A & Table-1B]

Revision-4 Dated 13.12.2012

TABLE – 1 B

Package No. (Note: Please refer Table-1A for Details)	Stage	Initiate preparation of Specification and Bid Document	Preparation of the Bid Document	Request for quotation /invitation of bid	Opening of Bids /Quotations	Approval of BER	Issue of notification / purchase order of Award	100% delivery complete
A	B	C	D	E	F	G	H	I
WB/ISGP/G/001(R-4)	Appraisal	January 2013	January 2013	January 2013	January 2013	Not Applicable	January 2013	Feb, 2013
	Revised							
	Actual							
WB/ISGP/G/002(R-4)	Appraisal	January 2013	January 2013	January 2013	January 2013	Not Applicable	January 2013	Feb, 2013
	Revised							
	Actual							
WB/ISGP/G/003(R-4)	Appraisal	Feb, 2013	Feb, 2013	Feb, 2013	Feb, 2013	Not Applicable	Mar, 2013	Mar, 2013
	Revised							
	Actual							
WB/ISGP/G/004(R-4)	Appraisal	Feb, 2013	Feb, 2013	Feb, 2013	Feb, 2013	Not Applicable	Mar, 2013	Mar, 2013
	Revised							
	Actual							
WB/ISGP/G/005(R-4)	Appraisal			As per actual requirement and as and when required				
	Revised							
	Actual							
WB/ISGP/G/006(R-4)	Appraisal	Feb, 2013	Feb, 2013	Feb, 2013	Feb, 2013	Not Applicable	Mar, 2013	Mar, 2013
	Revised							
	Actual							
WB/ISGP/G/007(R-4)	Appraisal			As per actual requirement and as and when required				
	Revised							
	Actual							
WB/ISGP/G/008(R-4)	Appraisal							
	Revised							
	Actual			Done (as cleared by World Bank)				
WB/ISGP/G/009(R-4)	Appraisal							
	Revised							
	Actual			Done (as cleared by World Bank)				
WB/ISGP/G/010(R-4)	Appraisal	Feb, 2013	Feb, 2013	Feb, 2013	Feb, 2013	Not Applicable	Mar, 2013	Mar, 2013
	Revised							
	Actual							

PROCUREMENT SCHEDULE FOR CONSULTANCY SERVICES (FOR 5 MONTHS FROM NOVEMBER, 2012 TO MARCH, 2013)

Country: INDIA

Borrower: GOVERNMENT OF INDIA

Project: WEST BENGAL INSTITUTIONAL STRENGTHENING OF GRAM PANCHAYATS

[The plan has been prepared by breaking the format in 2 parts : Table-2A & Table-2B]

Revision-4 Dated 13.12.2012

TABLE – 2A

Package No.	Description	Method of Procurement	Quantity (Number)	Procurement Authority	Estimated Cost (Thousand in local currency)	Estimated Cost (Thousands in USD)1US \$=Rs.50
1	2	3	4	5	6	7
WB/ISGP/C /001(R-4)	Hiring of services for conducting System Development Study and design preparation on Grievance Redress Mechanism and Social Audit at Gram Panchayat Level	QCBS	1	ISGPP Cell under WBSRDA	3000	60
WB/ISGP/C /002(R-4)	Hiring of services for system development of Computer Aided Project Design	QCBS	1	ISGPP Cell under WBSRDA	70000	1400
WB/ISGP/C /003(R-4)	Hiring of services for conducting External Audit of ISGP Project for 2012-13	Repeat contract done with the previously selected agency on the basis of satisfactory performance (cleared by the World Bank)	1	ISGPP Cell under WBSRDA	210	4.2
WB/ISGP/C /004(R-4)	Hiring of services for Mid-term Review of ISGP Project (2 individual consultants)	Single- Source (as cleared by World Bank)	1	ISGPP Cell under WBSRDA	2500	50
WB/ISGP/C /005(R-4)	Hiring of Services for conducting Internal Audit of ISGP Project for 2012-13	Repeat contract done with the previously selected agency on the basis of satisfactory performance (cleared by the World Bank)	1	ISGPP Cell under WBSRDA	256	5.12
WB/ISGP/C /006(R-4)	Hiring of Consultancy Services for Conducting annual Performance Assessment of Gram Panchayats	Extension of existing contract with the previously selected Agency subject to clearance from World Bank	1	ISGPP Cell under WBSRDA	8000	170
WB/ISGP/C /007(R-4)	Hiring of Services for conducting Internal Audit of ISGP Project for 2013-14	FBS (small assignment)	1	ISGPP Cell under WBSRDA	280	5.6
WB/ISGP/C /008(R-4)	Hiring of services for conducting Mid line review of Capacity building Initiatives under ISGP Project, Service Delivery and Governance in Project Gram Panchayats in West Bengal	CQS	1	ISGPP Cell under WBSRDA	3000	60

PROCUREMENT SCHEDULE FOR CONSULTANCY SERVICES (FOR 5 MONTHS FROM NOVEMBER, 2012 TO MARCH, 2013)

[The plan has been prepared by breaking the format in 2 parts : Table-2A & Table-2B]

Revision-4 Dated 13.12.2012

TABLE – 2B

Package No. **	Stage	TOR, EOI SPN and RFP drafted	Estimate Prepared & Sanctioned	Bank's No Objection to TOR, EOI SPN, RFP Document	Publication of SPN in UNDB and Newspapers	Preparation of shortlist	Approval of shortlist by Bank	Issue RFP to short listed consultants	Receipt of proposals and opening technical proposals	Evaluation of technical proposals and submission of report to the Bank	Bank's No Objection to technical evaluation report	Opening of financial proposals and financial evaluation	Bank's no objection to contract award recommendations	Contract Signed	Publication of Contract Award	Contract Completed
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
WB/ISGP/C/001(R-4)	Appraisal	Jan, 2013	Jan, 2013	Jan, 2013	NA	Feb, 2013	Feb, 2013	Feb, 2013	Mar, 2013	Mar, 2013	Mar, 2013	Apr, 2013	Apr, 2013	Apr, 2013	Apr, 2013	Aug, 2013
	Revised				NA											
	Actual				NA											
WB/ISGP/C/002(R-4)	Appraisal	Feb, 2013	Feb, 2013	Feb, 2013	NA	Mar, 2013	Mar, 2013	Mar, 2013	Apr, 2013	Apr, 2013	Apr, 2013	May, 2013	May, 2013	May, 2013	May, 2013	Aug, 2013
	Revised				NA											
	Actual				NA											
WB/ISGP/C/003(R-4)	Appraisal	Feb, 2013	Feb, 2013	Feb, 2013	NA	Mar, 2013	NR	Mar, 2013	Mar, 2013	Mar, 2013	NR	April, 2013	NR	May, 2013	May, 2013	Aug, 2013
	Revised				NA											
	Actual															
WB/ISGP/C/004(R-4)	Appraisal	Jan, 2013	Jan, 2013	Jan, 2013	NA	Feb, 2013	Feb, 2013	Feb, 2013	Mar, 2013	Mar, 2013	Mar, 2013	Apr, 2013	Apr, 2013	Apr, 2013	Apr, 2013	July, 2013
	Revised															
	Actual															
WB/ISGP/C/005(R-4)	Appraisal															
	Revised															
	Actual												Oct, 2012	Nov, 2012		June 2013
WB/ISGP/C/006(R-4)	Appraisal												Dec, 2012	Jan 2013		Sept, 2013
	Revised															
	Actual															
WB/ISGP/C/007(R-4)	Appraisal	Jan, 2013	Jan, 2013	Jan, 2013	NA	Feb, 2013	NA	Mar, 2013	Mar, 2013	NA	NA	NA	NA	May, 2013	May, 2013	June, 2014
	Revised															
	Actual															
WB/ISGP/C/008(R-4)	Appraisal	Feb 2013	Feb 2013	NA	NA	Apr 2013	NA	June 2013	July 2013	NA	NA	July 2013	NA	July 2013	July 2013	Dec 2013
	Revised															
	Actual															

** For Details of each package like - Description, Method of Procurement, Quantity, Procurement Authority, Estimated Cost, etc please refer Table-2A