

WEST BENGAL INSTITUTIONAL STRENGTHENING OF GRAM PANCHAYATS PROJECT

PROCUREMENT PLAN FOR ONE YEAR (1 APRIL 2013-31 MARCH 2014)

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. Revision 4 approved by the World Bank on

3. **Date of General Procurement Notices:** Dated February 10, 2010

4. **Period covered by this procurement plan:** Twelve months of project implementation period from 1 April 2013 to 31 March 2014.

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. 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
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.	Training of Mentors (district level Project Staff) on issues related to Gram Panchayat Procurement process	July 2013	

PROCUREMENT SCHEDULE FOR GOODS/WORKS (FOR 1 YEAR FROM 1 April, 2013 TO 31 MARCH 2014)

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]

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-5)	External Hard drive (1TB)	Shopping	ISGPP Cell under WBSRDA	35	175	3.5
WB/ISGP/G/002(R-5)	Anti-Virus Software (for Laptops, desktops)	Shopping	ISGPP Cell under WBSRDA	40	35	0.7
WB/ISGP/G/003(R-5)	Multi-function Copier	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	1	350	07
WB/ISGP/G/004(R-5)	<u>Development of HELP LINE for GPMS</u>	Direct Contracting or Shopping	ISGPP Cell under WBSRDA	As per actual requirements	532	10.64
	1. IVR & Accessories for 3 years				468	9.36
WB/ISGP/G/005(R-5)	Printing of Manual for GPMS	Shopping	ISGPP Cell under WBSRDA	4500	1125	22.5
WB/ISGP/G/006(R-5)	Printing of Infrastructure Handbook	Shopping	ISGPP Cell under WBSRDA	5000	900	18
WB/ISGP/G/007(R-5)	Printing of User Manual for the Web-based Monitoring System under ISGP Project	Shopping	ISGPP Cell under WBSRDA	1500	300	06
WB/ISGP/G/008(R-5)	Printing of leaflets on institutional development issues	Shopping	ISGPP Cell under WBSRDA	90000	90	1.8
WB/ISGP/G/009(R-5)	Printing of Book on Best Practices under ISGP Project	Shopping	ISGPP Cell under WBSRDA	4500	765	15.30
WB/ISGP/G/010(R-5)	Printing of Quarterly Newsletter on ISGP Project	Shopping	ISGPP Cell under WBSRDA	7700	77	1.54
WB/ISGP/G/0011(R-5)	Electrification and related work in server room for GPMS	Single Source (PWD of Govt. of West Bengal)	ISGPP Cell under WBSRDA	As per requirement	200	04
REQUIREMENTS OF GOODS FOR STARPARD						
WB/ISGP/S TARPARD/G/001(R-5)	Desktop Computer with Windows 8 operating system or higher version with warranty 3-3-3 (for District Training Centres)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	30	1800	36
WB/ISGP/S TARPARD/G/002(R-5)	MS Office 2013 Professional with Media (for District Training Centres)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	30	840	16.8
	Antivirus Software (for District Training	Shopping or	ISGPP Cell	30	78	1.56

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/S TARPARD/G/003(R-5)	Centres)	DGS&D RC	under WBSRDA			
WB/ISGP/S TARPARD/G/004(R-5)	UPS (for District Training Centres)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	30	135	2.7
WB/ISGP/S TARPARD/G/005(R-5)	LaserJet Printer (for District Training Centres)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	30	570	11.4
WB/ISGP/S TARPARD/G/006(R-5)	Digital Camera ((for District Training Centres & STARPARD HQ)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	33	528	10.56
WB/ISGP/S TARPARD/G/007(R-5)	Scanner (for District Training Centres)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	30	150	3
WB/ISGP/S TARPARD/G/008(R-5)	1TB Ext. USB Hard Disk ((for District Training Centres & STARPARD HQ)	Shopping or DGS&D RC	ISGPP Cell under WBSRDA	33	198	3.96

PROCUREMENT SCHEDULE FOR GOODS / WORKS (FOR 1 YEAR FROM 1 APRIL 2013-31 MARCH 2014)

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

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-5)	Appraisal	May, 2013	May, 2013	May, 2013	June, 2013	Not Applicable	June, 2013	June, 2013
	Revised							
	Actual							
WB/ISGP/G/002(R-5)	Appraisal	April, 2013	April, 2013	April, 2013	April, 2013	Not Applicable	April, 2013	May, 2013
	Revised							
	Actual							
WB/ISGP/G/003(R-5)	Appraisal	August, 2013	August, 2013	August, 2013	August, 2013	Not Applicable	Sept, 2013	Oct, 2013
	Revised							
	Actual							
WB/ISGP/G/004(R-5)	Appraisal	August, 2013	August, 2013	August, 2013	August, 2013	Not Applicable	Sept, 2013	Oct, 2013
	Revised							
	Actual							
WB/ISGP/G/005(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	Not Applicable	August, 2013	August, 2013
	Revised							
	Actual							
WB/ISGP/G/006(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	Not Applicable	August, 2013	August, 2013
	Revised							
	Actual							
WB/ISGP/G/007(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	Not Applicable	August, 2013	August, 2013
	Revised							
	Actual							
WB/ISGP/G/008(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	Not Applicable	August, 2013	August, 2013
	Revised							
	Actual							
WB/ISGP/G/009(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	Not Applicable	August, 2013	August, 2013
	Revised							
	Actual							
WB/ISGP/G/010(R-5)	Appraisal	Sept, 2013	Sept, 2013	Sept, 2013	Sept, 2013	Not Applicable	Oct, 2013	Oct, 2013
	Revised							
	Actual							

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/011(R-5)	Appraisal	April, 2013	Not Applicable	Not Applicable	Not Applicable	Not Applicable	May, 2013	May, 2013
	Revised							
	Actual							
REQUIREMENTS OF GOODS FOR STARPARD								
WB/ISGP/STARPARD/G/001(R-5)	Appraisal	June, 2013	June, 2013	June, 2013	June, 2013	NA	July, 2013	July, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/002(R-5)	Appraisal	June, 2013	June, 2013	June, 2013	June, 2013	NA	July, 2013	July, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/003(R-5)	Appraisal	June, 2013	June, 2013	June, 2013	June, 2013	NA	July, 2013	July, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/004(R-5)	Appraisal	June, 2013	June, 2013	June, 2013	June, 2013	NA	July, 2013	July, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/005(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	NA	Aug, 2013	Aug, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/006(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	NA	Aug, 2013	Aug, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/007(R-5)	Appraisal	July, 2013	July, 2013	July, 2013	July, 2013	NA	Aug, 2013	Aug, 2013
	Revised							
	Actual							
WB/ISGP/STARPARD/G/008(R-5)	Appraisal	June, 2013	June, 2013	June, 2013	June, 2013	NA	July, 2013	July, 2013
	Revised							
	Actual							

PROCUREMENT SCHEDULE FOR CONSULTANCY SERVICES (FOR 1 YEAR FROM 1 APRIL 2013-31 MARCH 2014)**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]

TABLE – 2A

Package No.	Description	Method of Procurement	Quantity (Number)	Procurement Authority	Estimated Cost (Thousand in local currency)	Estimated Cost (Thousand in USD) @1US\$= Rs.50
1	2	3	4	5	6	7
WB/ISGP/C/001(R-5)	Hiring of Services for Introducing Additional Features in Baseline and APA Software for ISGP Project	Single Source	1	ISGPP Cell under WBSRDA	700	14
WB/ISGP/C/002(R-5)	Hiring of services for system development related to Revenue Mobilization by GPs	QCBS	1	ISGPP Cell under WBSRDA	3000	60
WB/ISGP/C/003(R-5)	Hiring of services for review and enhancement of MIS of P&RD Department	QCBS	1	ISGPP Cell under WBSRDA	5000	100
WB/ISGP/C/004(R-5)	Hiring of services for Annual Performance Assessment of Gram Panchayats (to start in May 2014)	QCBS	1	ISGPP Cell under WBSRDA	9000	180
WB/ISGP/C/005(R-5)	Hiring of Services for conducting External Audit of ISGP Project for 2013-14	FBS	1	ISGPP Cell under WBSRDA	600	12
WB/ISGP/C/006(R-5)	Hiring of services for process review of internal audit of GPs	Single Source	1	ISGPP Cell under WBSRDA	2000	40
WB/ISGP/C/007(R-5)	Hiring of Services for conducting Internal Audit of ISGP Project for 2014-15	FBS	1	ISGPP Cell under WBSRDA	700	14

PROCUREMENT SCHEDULE FOR CONSULTANCY SERVICES (FOR 1 YEAR FROM 1 APRIL 2013-31 MARCH 2014)

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]

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-5)	Appraisal	June, 2013	June, 2013	June, 2013	NA	NA	NA	NA	NA	NA	NA	NA	June 2013	June 2013	June 2013	Aug 2013
	Revised															
	Actual															
WB/ISGP/C/002(R-5)	Appraisal	Jan, 2014	Jan, 2014	Jan, 2014	NA	Feb 2014	Not Applicable	Feb 2014	Mar 2014	Mar 2014	NA	Mar 2014	NA	April 2014	April 2014	Aug 2014
	Revised															
	Actual															
WB/ISGP/C/003(R-5)	Appraisal	Sept 2013	Sept 2013	Sept 2013	NA	Oct 2013	NA	Oct 2013	Nov 2013	Nov 2013	NA	Nov, 2013	NA	Dec 2013	Dec 2013	May 2014
	Revised															
	Actual															
WB/ISGP/C/004(R-5)	Appraisal	Dec, 2013	Dec, 2013	Dec, 2013	NA	Jan, 2014	Jan, 2014	Jan, 2014	Feb, 2014	Feb, 2014	Feb, 2014	Mar-2014	Mar-2014	April, 2014	April, 2014	Nov, 2014
	Revised															
	Actual															

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

PROCUREMENT SCHEDULE FOR CONSULTANCY SERVICES (FOR 1 YEAR FROM 1 APRIL 2013-31 MARCH 2014)

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

TABLE – 2B

Package No. **	Stage	TOR, EOISP and RFP drafted	Estimate Prepared & Sanctioned	Bank's No Objection to TOR, EOISP, 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/005(R-5)	Appraisal	Feb, 2014	Feb, 2014	Feb, 2014	Not Applicable	Mar, 2014	NR	Mar, 2014	Mar, 2014	Mar, 2014	NR	April, 2014	NR	May, 2014	May, 2014	Aug, 2014
	Revised															
	Actual															
WB/ISGP/C/006(R-5)	Appraisal	July 2013	July 2013	July 2013	NR	NR	July 2013	Not Applicable	Aug 2013	Aug 2013	Aug 2013	April, 2014	Aug 2013	Aug 2013	Aug 2013	Dec 2013
	Revised															
	Actual															
WB/ISGP/C/007(R-5)	Appraisal	Feb 2014	Feb 2014	Feb 2014	Not Applicable	Mar 2014	Not Applicable	Mar 2014	Apr 2014	Apr 2014	Not Applicable	Apr 2014	Not Applicable	May 2014	May 2014	June 2015
	Revised															
	Actual															

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

PROCUREMENT SCHEDULE FOR NON-CONSULTANCY SERVICES (FOR 1 YEAR FROM 1 APRIL 2013-31 MARCH 2014)**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-3A & Table-3B]

TABLE – 3A

Package No.	Description	Method of Procurement	Quantity (Number)	Procurement Authority	Estimated Cost (Thousand in local currency)	Estimated Cost (Thousand in USD) ¹ US \$=Rs.50
1	2	3	4	5	6	7
WB/ISGP/NC/001(R-5)	Hiring of services for of Folk Based Media campaign in four Project districts	NCB	1	ISGPP Cell under WBSRDA	9600	192
WB/ISGP/NC/002(R-5)	Hiring of services for providing handholding /mentoring support through Engineers (Rural Infrastructure Coordinators) to ISGP Project Gram Panchayats	NCB	1	ISGPP Cell under WBSRDA	33000	660

PROCUREMENT SCHEDULE FOR NON-CONSULTANCY SERVICES (FOR 1 YEAR FROM 1 APRIL 2013-31 MARCH 2014)

[The plan has been prepared by breaking the format in 2 parts : Table-3A & Table-3B]

TABLE – 3B

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/NC/001(R-5)	Appraisal	Aug 2013	Sept 2013	Sept 2013	Oct 2013	Oct 2013	Oct 2013	Mar 2014
	Revised							
	Actual							
WB/ISGP/NC/002(R-5)	Appraisal	Jul 2013	Jul 2013	Jul 2013	Aug 2013	Aug 2013	Sept 2013	Sept 2015
	Revised							
	Actual							
	Revised							
	Actual							