



ADMINISTRATIVE STAFF COLLEGE OF INDIA

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Prof. Vilas Shah, Prof. Rutwik Phatak
Programme Directors

August 16, 2023

International Programme on

2016 PROCUREMENT POLICY FRAMEWORK FOR THE WORLD BANK AIDED PROJECTS

(December 04-15, 2023)

The World Bank is funding around 100 billion US dollars every year for undertaking various developmental projects. The procurement function plays an important role in completing the project on time, within the budgeted cost and to a desired level of quality to accomplish 'Best Value for the Money'.

The Administrative Staff College of India (ASCI), along with its knowledge partners and with the technical support of the World Bank, has conducted **82** Programmes on Procurement Management according to the procurement policies of the World Bank **since 1995**. A total of 4358 senior officials from over 55 countries have already attended the programme. Further, projects funded by the World Bank and its affiliates have repeatedly sent their officials along with the Bank Staff to these programmes.

The World Bank has introduced new Procurement Policy and Regulations effective from July 1, 2016 for all projects that are financed by the Bank from July 2016. The new Procurement Policy presented a major shift in conducting procurement under Bank financed projects. Core principles of procurement in Bank funded projects have been expanded to include the principles of **Value for Money, Integrity and Fit for Purpose** in addition to **Economy, Efficiency, Transparency and Fairness**.

This training programme will cover the main features of the Procurement Policy and Regulations including detailed coverage of various procurement and consultant hiring procedures approved selection methods/market approaches, the PPSD preparation, STEP and associated RFPs/RFBs/ procurement documents.

The World Bank encourages the dissemination of its Procurement Regulations and usage of its standard procurement documents in its funded projects. **Project Management Units/Agencies may sponsor participants using funds from technical assistance or capacity building components under their projects.** Interested officials are encouraged to discuss with their Project Directors for further details. To enhance the learning value of the programme, the design of the programme has been made interactive through a good mix of case studies and experience sharing. Highly well-known accredited trainers and specialists of The World Bank with rich experience will conduct sessions, case studies and exercises.

We suggest that you preferably nominate three or more officials from your project or organisation to participate in the programme to avail 10% discount on the fee. There is an additional discount of 10% in the programme fee for women participants.

Please find here in the brochure of the programme for your kind information and perusal. You may like to use copies of the nomination form to nominate multiple officials from your project or organisation. Should you require any clarification, please do not hesitate to contact us. We look forward to receiving nominations of your officers for this programme at the earliest. We may be contacted at shah.vilas@asci.org.in and rdp@asci.org.in

Yours sincerely,

(Vilas Shah / Rutwik Phatak)

Encl : a/a

INTRODUCTION

'Procurement' refers to the process of engaging contractors, suppliers and consultants for the construction of various works, facilities or supply of goods / equipment or providing related services required for development projects. The procurement function involves substantial investments that are often funded from loans or credits/grants provided by International Financial Institutions (IFIs) such as the World Bank, Asian Development Bank, African Development Bank, European Bank for Reconstruction and Development, etc.

This Programme explores, explains and clarifies the World Bank's 2016 Procurement Framework (PF) in detail.

According to the International Financial Institutions, the term 'Procurement' is applied broadly to the acquisition or purchase of works, goods, non-consulting services, and consultancy/advisory services of a project.

The World Bank and the multi-lateral agencies have been providing loans, credits and grants for various developmental projects in countries all over the world. The deployment plans for procurement functions of implementing agencies are often confronted with problems and delays due to lack of trained personnel. The trained officials, if available, can cope with and perform complex national and international procurement operations at every stage of the project in accordance with the Procurement Procedures of the funding agency. **This has been identified as one of the major reasons for the delay in award of contracts, management of contracts and consequential time and cost over runs in many projects all over the world.**

In order to assist borrowers to improve and speedup procurement operations, over the **last 29 years**, the *Administrative Staff College of India*, along with its knowledge partners, has been conducting this Programme on a *self-sustaining basis*, with technical support of the World Bank. **The aim of the Programme is to build capacities for better understanding of the underlying core principles of the World Bank's 2016 Procurement Framework as applicable to various stages of the project from the planning to final completion and acceptance.** The Programme provides principles and procedures to be followed by the World Bank funded projects, based on the 2016 Procurement Framework of the Bank and opportunities to learn from experienced, practicing professionals.

The Programme addresses the main features of 2016 Procurement Framework regulations, approved selection methods and market approaches for procurement of goods, civil works and non-consulting services, and main features of selection documents for consultants and describes the relevant procedures for soliciting competitive bids and the subsequent processes for bid / proposal evaluation, award of contract and implementation of contract agreements.

OBJECTIVES

At the end of the Programme, the participants will be able to competently and effectively strategize, plan and carry out the procurement activities in accordance with the Procurement Framework/Regulations of July 2016 (as revised from time to time) and associated procurement documents.

PARTICIPANTS

The Programme is primarily aimed at meeting the knowledge needs of officials working in the World Bank funded projects under various Central Ministries, State Governments and

Public Sector Undertakings, and NGOs. This Programme extensively deals with the public procurement procedures and hence would be useful for all senior officials working in projects, procurement, contract and implementation functions with goods and equipment suppliers, civil works contractors and consultancy firms. **The Programme will be delivered in English. The Participants are expected to have working knowledge of English.**

Organisational Sponsorship is Essential.

METHODOLOGY

The Programme is conducted by the Accredited Procurement Specialists and ex-Procurement Specialists of the World Bank along with the Project and Procurement Heads of various government departments and agencies, which are implementing the World Bank funded projects.

Rutwik Phatak, alumnus of the Indian Institute of Management (IIM), Shillong, is a Public Procurement Specialist with rich experience in the development sector. He is currently working as Assistant Professor in the Centre for Management Studies at ASCI, Hyderabad. Prior to joining ASCI, Rutwik was working as a Procurement Consultant with organizations such as a The World Bank, SEEPZ SEZ, Mumbai, Civic Data Lab and Jal Jeevan Mission, Assam.

Prof. Vilas Shah has more than 42 years of experience in various areas including procurement. He is a Professor in Procurement, Operations, Materials, Project Management and Information Systems Area of ASCI. He has successfully conducted training programmes including those on Procurement Procedures for World Bank Aided Projects in which senior officials from many countries have participated

Thus, the programme offers ample opportunities for participants to discuss realistic procurement problems encountered by the implementing organizations. The programme inputs include lectures, exercises, assignments, and case studies for the practical application of the procurement requirements of the World-Bank aided-projects. Participants are encouraged to bring a set of problems and issues facing their projects, which can be discussed and analyzed during the Programme. Also the participants are requested to bring copies of the project appraisal document, loan agreement(s)/procurement and other manuals for reference.

Participants are encouraged to share a set of problems and issues facing their projects, which can be discussed and analyzed during the Programme. Also the participants are requested to share copies of the Project Appraisal Document (PAD), Legal/ Loan Agreement(s)/ Procurement and other manuals/PPSD/Approved Procurement Plans for reference.

PROGRAMME CONTENTS

- I. Procurement in the World Bank Financed Projects
 - m Project cycle, PAD and loan/credit agreements.
- Procurement of Goods, Works and Non-Consulting Services**
- II. Salient Features of Procurement Regulations; Approved Selection Methods and Market Approaches.
Preparation of PPSD (Project Procurement Strategy for Development) for procurement of Goods, Works and Non-consulting services
- III. Salient Features of International Competitive Procurement Document for Civil Works
 - ▶ Types of Contracts, Salient Features of International Competitive Procurement Documents for Civil Works covering ITB, BDS, Evaluation and Qualification

Criteria, Bidding Forms (particularly Appendix to Bid), GCC and PCC. FIDIC conditions of contract for MDB funded projects

- ▶ Initial Selection document with emphasis on Initial Selection Data Sheet, Criteria and Requirements.

IV. Salient Features of International Competitive Procurement Documents for Goods and Non-Consulting Services

- ▶ Salient Features of International Competitive Procurement of SPDs of Goods such as ITB, BDS, Evaluation Criteria, Bidding Forms, GCC and SCC, and Contract Forms and how to provide specific package details in BDS, Evaluation Criteria, Post Qualification requirements and SCC, and INCO Terms

V. Evaluation of Bids for Goods, Civil Works and Non-consulting Services. Specialized Procurement Documents.

VI. Contract Implementation and Management

- ▶ Contracts Management of Civil Works
- ▶ Measures to prevent/ combat Fraud & Corruption during preparation & in implementation of Projects.

Employment and Hiring of Consulting Services

VII. Selection process of Consultants

- ▶ Regulations of 2016 for Selection and Employment of Consultants.
- ▶ Approved Selection Methods and Market Approaches, Project Procurement Strategy for Development for Selection and Employment of Consultants. Types of Contracts: Lump Sum, Time-based etc.
- ▶ Development of Terms of Reference (ToR), Request for EOI, Preparation of Short List.

VIII. Selection Document for Consultants

- ▶ Salient Features Selection Document for Consultants covering ITC, Data Sheet, Forms of Technical and Financial Proposals, Forms of Contracts and Appendices to the Contract, GCC and SCC.
- ▶ Evaluation of Proposals-Technical, Financial and Combined Evaluation.

IX. Contract Implementation and Management

- ▶ Contracts Management of Consultancy Contracts
- ▶ Measures to prevent / combat fraud and corruption during and in implementation of contracts

Other Aspects in Procurement

X. Complaints Management and Stand-still Period

XI. Abnormally Low Bids and Value Engineering.

XII. Principles and Application of E-Procurement.

XIII. Systematic Tracking of Exchanges in Procurement (STEP)

PROGRAMME VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single occupancy room in Delhi. However, the college does not provide accommodation for the family.

DURATION

The Programme duration is from **December 04-15, 2023**. Participants are expected to arrive a day before and may leave after the completion of programme.

PROGRAMME FEE

Residential fee : Rs.1,70,000/- (US \$ 3910 for foreigners) +GST as applicable (presently 18%) per participant.

The fee will cover tuition, lodge and boarding courseware and usage of other facilities.

Non Residential fee : Rs. 1,30,000/- plus GST as applicable (presently 18%) per participant. The fee will cover tuition, course ware (in electric form) working lunch and other facilities.

A discount of 10% on the Programme fee for three or more participants from the same organization will be given, provided the fee is credited into our Bank account before December 01, 2023.

Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code (Prg/23-24/1/241)** to **pooffice@asci.org.in**.

Bank details are given below:

For Indian Participants:

Bank Account Number 62090698675
Beneficiary Name Administrative Staff College of India
IFSC Code SBIN0020063
Bank Name State Bank of India
Branch Address Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank Account Number 62090698675
Beneficiary Name Administrative Staff College of India
Swift Code SBININBB327
Bank Name State Bank of India
Branch Address Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082.
Country India

MEDICAL INSURANCE

The nominees are required to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominees' medical coverage in the event of hospitalisation.

LAST DATE FOR NOMINATION

The nominations should preferably be received at least 15 days in advance but in no case later than one week before the commencement of the programme. The Nomination Form duly filled in along with the Demand Draft/Wire transfer details in favor of 'Administrative Staff College of India' payable at Hyderabad should reach the **Programmes Officer (pooffice@asci.org.in)** by **November 20, 2023**.

LAST DATE FOR WITHDRAWAL

November 27, 2023. Any withdrawal after this date will entail forfeiture of the fee paid or adjusted on mutual agreement for future programmes.

ASCI ALUMNI ASSOCIATION

Participants of College Programmes will become ASCI Life Members.

CERTIFICATE OF PARTICIPATION

A Certificate of Participation is awarded on conclusion of the Programme. The sponsoring organisation/participant are solely responsible to arrange for the fee payment.

COUNTRIES THAT SENT OFFICIALS TO PREVIOUS PROGRAMMES

- | | | | |
|---------------------------|----------------|----------------------|----------------|
| 1. Afghanistan | 15. India | 29. Moldova | 43. Sudan |
| 2. Albania | 16. Iran | 30. Mongolia | 44. Swaziland |
| 3. Azerbaijan | 17. Indonesia | 31. Mozambique | 45. Tajikistan |
| 4. Bangladesh | 18. Kazakhstan | 32. Nepal | 46. Tanzania |
| 5. Bhutan | 19. Kenya | 33. Nigeria | 47. Thailand |
| 6. Bosnia and Herzegovina | 20. Jordan | 34. Pakistan | 48. Turkey |
| 7. British V.I. | 21. Lao PDR | 35. Palestine | 49. Uganda |
| 8. Cambodia | 22. Lesotho | 36. Papua New Guinea | 50. Vanuatu |
| 9. China | 23. Liberia | 37. Philippines | 51. Vietnam |
| 10. Egypt | 24. Macedonia | 38. Romania | 52. WestIndies |
| 11. Ethiopia | 25. Malaysia | 39. Russia | 53. Yemen |
| 12. Gambia | 26. Malawi | 40. Samoa | 54. Zambia |
| 13. Georgia | 27. Maldives | 41. Sierra Leone | 55. Zimbabwe |
| 14. Ghana | 28. Mauritius | 42. Sri Lanka | |

ABOUT ASCI

ASCI is the first management development institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward with a strong alumni of over 1,63,000. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organisation. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2023-24.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organisations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.

PROGRAMME DIRECTORS

Prof. Vilas Shah
Professor, ASCI

Prof. Rutwik Phatak
Assistant Professor, ASCI



Administrative Staff College of India

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
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Bella Vista Campus

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Leadership through Learning

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Nomination Form

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Nominee’s Contact Information :

Name (Mr/Ms):	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
e-mail :	_____	Fax :	_____

Sponsor’s Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN :	_____
Address :	_____
_____	Pincode : _____
Phone(s) :	(Off) : _____ (Mobile) : _____
e-mail :	_____ Fax : _____

Fee Particulars

Amount Payable :	Mode of Payment (NEFT / SWIFT) :
Name of the Bank :	Date of Transfer :
Instrument Number :	UTR Number for NEFT :

Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto
Note : Coverage should be available in Hyderabad, India		

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Sreenivasa Reddy**, Programmes Officer, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone: +91-40-66534247, Mobile: +91 9246203535; Email: **poffice@asci.org.in**