



# PROCUREMENT PROCESS FOR SUPPLIES AND SERVICES



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# 1.0 PROCUREMENT PLAN



Procurement Action	Description of the Procurement Action	Estimated in Euro	Management	Method of procurement
<b>Services</b>	Project auditor	€18,000	ADRA procurement committee	Negotiated procedure
	Project Evaluators	€24,000	ADRA procurement committee	Negotiated procedure
	Training Consultants	€19,650	ADRA procurement committee	Negotiated
<b>Work</b>	Community Small scale installation	€387,000	ADRA procurement committee	Open tender procedure published locally
<b>Supplies</b>	Vehicle Purchase	€120,000	ADRA procurement committee	Open tender procedure published locally
	Furniture and Computer equipment	€21,300	ADRA procurement committee	Open tender published locally
	Supply of tools and equipments for machine	€14,400	ADRA procurement committee	Negotiated procedure without publication
	Office supplies	€28,800	ADRA procurement committee	Open tender procedure published locally



## a. Procurement of services

- **Mostly applied to short term consultants who came in to undertake**

- Trainings (solar PV trainers; Biomass improved cookstove; wind energy; energy needs assessment; TOT on curriculum)
- Baseline survey; mid-term evaluation; final evaluation
- Annual/yearly auditors
- Other small short-term assignments





## b. Procurement for supplies



- Procurement of project vehicles – New land cruiser vehicles purchased from Gibraltar Toyota. A derogation issued by EC to purchase non EU vehicles.
- Vehicles were given tax/duty exemption from government.
- Other supplies such as office supplies, furniture and equipment, tools and machines were purchased locally in somalia using approved ADRA procurement guidelines i.e. Approval by ADCOM, 3 quotations, and or certificate of purchase issued where there is single tendering.





## c. Procurement of project materials



Tender dossiers prepared and published locally/internationally

- lot1: Supply and installation of solar equipment in schools or educational institutions in somaliland and Puntland.
- lot 2: Supply and installation of solar equipment in rural health centres in somaliland and Puntland.
- lot 3: Supply and installation of solar-powered submersible water pumping system
- Lot 4a: Supply and installation of 4 wind turbines for community water pumping
- lot 4b. Fabrication and installation of 5 new mechanical wind pumps (including onsite training)
- lot 4c: repair/rehabilitation of 2 mechanical wind pumps (including onsite training in Garowee, Puntland)
- lot 5: technical specifications for supply and installation of solar refrigeration system for two fishery cooperatives in somaliland.



## 2. Local vs international suppliers



- Fabrication and installation of mechanical windmills was awarded to the local supplier in somaliland
- The rest were awarded to international company due to quality of systems, experience, warrantee/guarantee
- Most local suppliers did not meet criteria/conditions of the tender, did not have capacity; ability to meet warranty.



## 3. Contents of Tender dossiers



### Technical spec

- **Description of the equipment/specifications/**
- Onsite installation and Training (ADRA cover the cost of flight to site and return)
- **Cost of shipment – Delivery at Hargeisa, Somaliland /Garowee office in Somalia (option 1)**
- **Cost of shipment – Delivery at ADRA Somalia office in Nairobi Kenya (Option 2)Specific conditions**
- 5 year factory warrant issued by a reputable manufacturer and post purchase premium support

### Supply contract

- Supply contract agreement, specifying scope of work, technical specifications;
- tender financial guarantee;
- Financial offer;



## 4. Successes



- EC was very supportive and provided all derogation requests to the rule origin for most of the equipment
- Despite acceptable delays, all equipment were delivered and installed, with warranty on each work
- Quality equipment/project materials procured





## 5. Challenges



- Delays in agreeing on sites delayed site assessments and development of bill of quantities
- These in turn delayed tendering process
- Challenges in delivering of equipment, this led to project behind schedule by 3months
- Piracy at the North Eastern Coast (Puntland coast) affected delivery, leading to the use of planes (EC Flight, UNHAS, Commercial flights).
- unavailability of consultants to undertake assignment due to perceived insecurity.



# For more information



## Contact

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