

Project Procurement & Contract Management  
**Procurement Advertisements**

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**Plan Procurements**

**Scope of Discussion**

- ▣ **Types of Advertisement**
  - **Invitation For Bid (IFB)**
  - **Request For Expression of Interest (REoI)**

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**Invitation For Bid**

- **Invitation For Bid (IFB):** An advertisement published in a newspaper inviting suppliers / contractors to meet Client' s/Buyer' s needs

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**Request For Expression of Interest (REoI):**

- A formal advertisement in a newspaper requesting consultants to submit general or specific information in the form of **Expression of Interest (EoI)** concerning potential future purchase of goods, services or both.

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**Rule-12 of the PPRA Rules 2004**

**Methods of Advertisement**

- Procurement > Rs 100,000 =<Rs 2 mn
  - PPRA website

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**Rule-12 of the PPRA Rules 2004 (Cont..)**

**Methods of Advertisement**

- Procurement > Rs 2 mn
  - PPRA website
  - PA's website (if available)
  - Print Media of wider circulation
    - One English national daily
    - One Urdu national daily

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**Rule-12** of the PPRA Rules 2004 (Cont...)

PA using electronic media to ensure:

- Information posted on website is complete.
- Information to remain available till closing date for bid submission.

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**Rule-13:** of the PPRA Rules 2004

Procuring Agency (PA) to decide

**response time**

- ◆ for receipt of bids
- ◆ from date of publication till bid opening
  - Complexity
  - Urgency

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**Rule-13:** of the PPRA Rules 2004

Response time shall not be less than:

- 15 days for National Competitive Bidding
- 30 days for International Competitive Bidding

No time limit for emergency

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**Rule-13: of the PPRA Rules 2004**

IFB or REoI shall specify Response time

- Information on Collection of SBDs
- Issued till a given date
- Allowance of sufficient time to complete the bid

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**Rule-13: of the PPRA Rules 2004**

Response time to be calculated from:

- ❖ Date of first publication of IFB in
  - Newspaper, or
  - Website

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**Rule-13: of the PPRA Rules 2004**

- ❖ If publication of IFB occurred in both
  - Print media, or
  - Electronic media

Response time to be calculated from:

- Day of its first publication in news media

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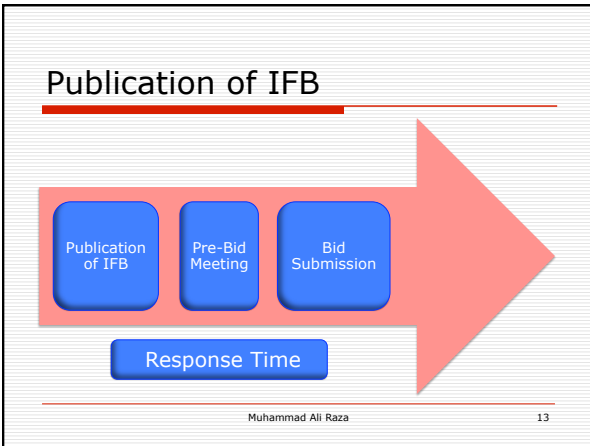
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- ### IFB Structure
- Introduction of Project
    - Procuring Entity's Intro
    - Activity Funding details
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- ### IFB Structure
- Scope of Activity
    - Extent of coverage of operation
      - Supply
      - Installation / configuration / customization
      - Testing
      - Maintenance
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**IFB Structure (Cont..)**

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□ Applicability of Procurement Rules

- Federal PP Rules
- Sind PP Rules
- Punjab PP Rules
- Balochistan PP Rules
- FATA PP Rules

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**IFB Structure (Cont..)**

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□ IFB Requirements:

- Procurement Mode
- Contracting Methodology
- Contract Type

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**IFB Structure (Cont..)**

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□ IFB Requirements:

Scalability

- How much **similar** projects done earlier

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**IFB Structure (Cont...)**

- %age of Bid amount
  - Specific %age of bid amount in last 5 years

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**IFB Structure (Cont...)**

- Bid security (2-5%)
- Readily Encashable Instrument**
  - DD, CDR, PO, Bankers Cheque

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**IFB Structure (Cont...)**

- SBDs Availability
  - Opening Date & Time of of SBDs availability
  - Closing Date & Time of of SBDs availability
- Physical address:
  - Name, place & room of SBDs Provider
  - SBDs provider's status
- Web-based availability the best option

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## IFB Structure (Cont...)

### □ Bid **Dates**

- [Date of bid submission](#)
- [Date of Bid opening](#)

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## IFB Structure (Cont...)

### □ Bid **Timings**

- [Time of Bid Submission](#)
- [Time of Bid Opening](#)

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## IFB Structure (Cont...)

### □ Bid **Venue**

- [Venue of Bid submission](#)
- [Venue of Bid opening](#)

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## IFB Structure (Cont...)

### □ Pre-Bid Meeting

- Time,
- Venue &
- Date

- Education of prospective bidders
- Clarifications & Queries by bidders

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## IFB Structure (Cont..)

### □ Rejection of Bids under Rule 33

#### Late bids

#### Other reasons

- Ground of rejection
- justification of rejection?

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## IFB Structure (Cont..)

### □ Withdrawal of bids

- Provision for bidders before bid opening

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**IFB Structure (Cont..)**

- No negotiation on Price
  - Best & Final price to be submitted

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**IFB Structure (Cont..)**

- Length of IFB
  - Economical length preferred to achieve saving

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**Thankyou**

**Q & A**

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