# Procurement Plan for Nutrition, HIV and AIDS Project

48670

## General

1. **Project information**: **Malawi:** Government of Malawi, Nutrition, HIV and AIDS Project, Credit No. IDA 50680, IDA H7610 IDA Q8010. Project Implementing Agency (PIA): The Department of Nutrition, HIV and AIDS (DNHA) in the Office of the President and Cabinet.

2. **Bank’s approval Date of the procurement Plan** [Original: October,2012]

1. **Date of General Procurement Notice**:7th August,2012
2. **Period covered by this procurement plan**: 18 Months from effectiveness

##### II. Goods and Works and non-consulting services.

1. **Prior Review Threshold**: Procurement Decisions subject to Prior Review by the Bank as stated in Appendix 1 to the Guidelines for Procurement – August,2013:

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Procurement Method** | **Thresholds (US$)** | **Comments- Prior Review** |
| 1 | ICB and LIB (Goods) | 1,000,000 and above | All Contracts |
| 2 | NCB (Goods) | 200,000 and below 1,000,000 | None |
| 3 | Shopping (Goods) | Below 200,000 | None |
| 4 | ICB (Works) | 5,000,000 and above | All Contracts |
| 5 | NCB (Works) | 1, 000,000 and below 5, 000,000 | None |
| 6 | Shopping (Works) | Below 1, 000,000 | None |
| 7 | Direct Contracting | Above Zero | All Contracts |

**2. Prequalification**. Bidders for **Local Shopping** shall be prequalified in accordance with the provisions of paragraphs 2.9 and 2.10 of the Guidelines.

**3. Proposed Procedures for CDD Components (as per paragraph. 3.19 of the Guidelines:** Project Operational Manual (POM)for DNHA and National AIDS Commission Grants Facility Procurement Guidelines.

1. **Reference to (if any) Project Operational Manual :**POM for DNHA and National AIDS Commission (NAC) including procurement procedures
2. **Any Other Special Procurement Arrangements**: All Health and Health related Products procured by the Ministry of Health through its Procurement Agent; UNICEF using Global Fund requirements

##### Procurement Packages with Methods and Time Schedule

1. **Goods**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Ref. No.** | **Contract**  **(Description)** | **Estimated**  **Cost (US$)** | **Procurement**  **Method** | **Prequalification (yes/no)** | **Domestic Preference**  **(yes/no)** | **Review**  **by Bank**  **(Prior / Post)** | **Expected**  **Bid-Opening**  **Date** | **Comments** |
| **COMPONENT A– NUTRITION** | | | | | | | | |
| DNHA – G 2 | Anthropometry equipment:  1,000No. Scales electronic Mother/Child, 150kgx100g;  1000No. Scales Infant, Springtype, 25kg x 100g;  1,000No Sling for use;  4,000No. MUAC tapes, Child, Red/pack-50;  2,000No. MUAC, Adult, without colour code/pac-50;  2,000No. Portable baby/child L-hgt mea. .syst/set - 2 | 723,000 | Direct Contracting | UNICEF | No | Prior | August,13 | MoU signed with UNICEF |
| DNHA - G 4 | Internet Dongles (Qty. 6No. 3No. TNM and 3No. Airtel) | 180 | Single Sourcing | No | No | Post | July, 2014 |  |
| DNHA – G 5 | ICT Equipment for roll out of the National M and E framework for the districts, 60 desktop,60 Printers and 65 UPS | 100,016 | Shopping | No | No | Post | February, 2014 | In progress |
| DNHA – G 6 | Cash chest | 1,470 | Shopping | No | No | Post | July, 2014 |  |
| DNHA – G 7 | Supply and Installation of Teleconference Facility | 34,271 | Shopping | No | No | No | July,2014 |  |
| DNHA - G 8 | 7No. Vehicles (Lot 1: 2 No. 4x4 Station Wagon 7 Seater for DNHA);(Lot 2: 3No. 4X4 Vehicle Double cabin for sectors and 2No. For regional coordinators) | 772,948 | NCB | No | No | Post | July, 2014 | Re-advertisement |
| DNHA-G 9 | Supply and Delivery of ICT Equipment Lot 1: (2No. Laptops, 2No. Desktops for MoH and MoAFS) and Lot 2: 6No. External Hard drives for and 1 Server for DNHA) M and E Web based Database | 33,123 | Shopping | No | No | Post | August 2014 |  |

1. **NON CONSULTING SERVICES**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | | **3** | **4** | **5** | **6** | **7** | **8** | **9** |
| **Ref. No.** | **Contract**  **(Description)** | | **Estimated**  **Cost** | **Procurement**  **Method** | **Prequalification (yes/no)** | **Domestic Preference**  **(yes/no)** | **Review**  **by Bank**  **(Prior / Post)** | **Expected**  **Bid-Opening**  **Date** | **Comments** |
| **COMPONENT A– NUTRITION** | | | | | | | | | |
| DNHA– NCS 1 | | TOMPRO Software Maintenance & Support services | 13,300 | Direct Contracting | No | No | Post | July - 2014 | Proprietary owned software backup services. |
| DNHA - G 2 | | Installation of teleconference facility | 34,271 | Shopping | No | No | Post | July, 2014 |  |
| DNHA- NCS 3 | | Security Services to DNHA Secretariat Offices | 9,000 | Shopping | No | No | Post | August, 2014 |  |
| DNHA- NCS 4 | | Provision for Maintenance of Internet and ICT Equipment | 2,760 | Shopping | No | No | Post | On going | Service of equipment for NHAP and Internet maintenance |
| DNHA - NCS 5 | | Maintenance of Project Vehicles | 36,000 | Shopping | No | No | Post | On going |  |
| DNHA- NCS 6 | | Insurance for Project Vehicles | 30,000 | Shopping | No | No | Post | On going |  |
| DNHA- NCS 7 | | Provision of Cleaning services to DNHA. | 3,000 | Shopping | No | No | Post | On going |  |
| DNHA- NCS 8 | | Advertisements of tenders in the local media | 15,000 | Single Sourcing | No | No | Post | On going |  |
| DNHA –NCS 10 | | Printing of Strategic Documents and IEC materials (National Nutrition Policy, National Nutrition Strategic Plans, M and E Plan and Ministries Sectoral Plans (Lot 3) | 134,400 | Shopping | No | No | Post | April 2014 |  |
| DNHA – NCS 11 | | Annual Public IP address for deployment of Nutrition M&E Data Base on World Wide Web (WWW). | 240 | Direct Contracting | No. | No. | Post | July,2014 |  |
| DNHA –NCS 12 | | Annual subscription for hosting DNHA website (www.dnha.gov.mw) | 6,000 | Direct Contracting | No | No | Post | July, 2014 | Individual Consultant – Boster Siwande |
| DNHA –NCS 13 | | Antivirus for office computers | 5,000 | Shopping | No | No | Post | August, 2014 |  |
|  | |  |  |  |  |  |  |  |  |
| DNHA –NCS 14 | | Annual Internet Subscription with the Provider for 1024K | 23,000 | Direct Contracting | No | No | Post | July 31, ,2014 | Internet provided bu BURCO |
| DNHA –NCS 15 | | Annual Domain subscription for official e-mails and Website | 300 | Direct Contracting | No | No | Post | July,2014 | Internet provided bu BURCO |

III. Selection of Consultants

1. **Prior Review Threshold**: Selection decisions subject to Prior Review by Bank as stated in Appendix 1 to the Guidelines Selection and Employment of Consultants – **January, 2011:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Selection Method** | **Prior Review Threshold** | **Comments** |
| 1. | QCBS (Firms) | 300,000 and above | All contracts |
| 2. | Individual Consultants | 100,000 and above | All contracts |
| 3. | LCS/SBCQ/QBS | 300,000 and above | All contracts |
| 4 | Single Sourcing (firm/individual) | All values | All contracts |

**Short list comprising entirely of national consultants**: Short list of consultants for services, estimated to cost less than $**200,000** equivalent per contract, may comprise entirely of national consultants in accordance with the provisions of paragraph 2.7 of the Consultant Guidelines.

**Any Other Special Selection Arrangements:** [including advance procurement and retroactive financing, if applicable]

**Consultancy Assignments with Selection Methods and Time Schedule**

1. **CONSULTANCY SERVICES**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** |
| **Ref. No.** | **Description of Assignment** | **Estimated** Cost | **Selection**  **Method** | **Review**  **by Bank**  **(Prior / Post)** | **Expected**  **Proposals Submission**  **Date** | **Comments** |
| **COMPONENT A – NUTRITION** | | | | | | |
| DNHA – CS 1 | Selection of NGOs to implement SNIC in the first 8 districts for year 1. | 10,793,144 | QBS | Prior | May 24, 2013 | In progress |
| DNHA- CS 2 | Consultant to conduct baseline survey for Community Based Nutrition. | 509,335.92 | QBS | Prior | May 17, 2013 | In progress |
| DNHA – CS 3 | Consultant to conduct Nutrition Stake holder mapping exercise | 24,000 | IC | Post | July ,2014 | TORs to be developed |
| DNHA – CS 5 | Consultant to review National Nutrition Strategic plan | 48,000 | IC | Post | July - 2013 | In progress |
| DNHA - CS  6 | Consultant to review Infant and Young Child Feeding Strategy | 39,743 | IC | Post | July,2014 | In progress – TORs approved by IDA |
| DNHA - CS  7 | Consultant to develop the Nutrition Act | 48,000 | Single Sourcing | Prior | May - 2013 | In progress |
| DNHA – CS 8 | TA to conduct Procurement Audit for DNHA | 50,000 | QBS | Prior | July,2014 | TORs to be developed |
| DNHA - CS 9 | TA to conduct Financial Audit for DNHA | 50,000 | QBS | Prior | July, 2014 | TORs to be developed |
| DNHA - CS 10 | Consultant to facilitate Team Building for DNHA | 42,924 | IC | Post | November, 2014 |  |
| DNHA – CS 11 | Consultant to develop strategic plan for nutrition section in MoH | 12,000 | IC | Post | August, 2014 | TORs required |
| DNHA–CS 12 | Consultant to develop strategic plan for MoLG Nutrition section | 12,000 | IC | Post | August, 2014 | TORs required |
| DNHA – CS 13 | Consultant to develop community M and E training manual | 24,000 | IC | Post | February 2014 | In progress |
| DNHA – CS 14 | 2 Consultants to develop M and E data base for Central and District Level in Malawi | 48,000 | IC | Post | March, 2014 | In progress |
| DNHA – CS 15 | Consultant to review the rules of engagements with Nutrition Donors (2 consultants) | 16,000 | IC | Post | February,2014 | In progress |
| DNHA – CS 16 | Selection of NGOs to implement SNIC in the remaining 7 districts.. | 13,000,000 | QBS | Prior | February, 2014 | In progress |
| DNHA-CS 17 | Recruit Consultant to facilitate the review of the Community nutrition manual for extension workers and the six food groups | 12,000 | IC | Post | August 2014 |  |
| DNHA - NCS18 | Recruit a Firm to develop and air radio and TV Programmes on Nutrition for Community awareness | 64,499 | QBS | Post | October, 2014 |  |

**Note: QCBS**: Quality and Cost Based Selection

**SSS:**  Single Source Selection

**IC**: Individual Consultant

**SBCQ**: Selection Based on Consultant’s Qualification

**QBS** : Quality Based Selection

**Important Notes:**

*The procurement of all health products has been earmarked to done by UNICEF because these are specialized medical products (drugs,reagents, medical equipment etc) and the implementing entities do not have capacity to handle the procurement of such specialized products*

**In this section the agreed Capacity Building Activities (some items could be from CPAR recommendation) are listed with time schedule**

IV. Implementing Agency Capacity Building Activities with Time Schedule

**Financial Year**: 2014/15

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No** | **Name of proposed participants** | **Type of training** | **Expected outcome** | **Venue** | **Duration (weeks)** | **Expected Start date** | **Expected Finish date** | **Tuition (USD)** | **Air ticket (USD)** | **Perdiem (USD)** | **Total (USD)** | **Comments** |
| 1 | E. Mkawa | Effective Leadership and Management in Public and Private Sector Institutions | Improved leadership and management of Public sector | UEA, Dubai | 14 days | 20/10/13 | 31/10/13 | 4,595 | 2,000 | 3,920 | 10,515 | To be done done |
| 2 | F.P Phiri | Attend training in Leading change strategy through implementation (Mr F.P Phiri) | Improved leadership and management of Public sector | UK | 21 days | 1/09/14 | 19/09/14 | 7,425 | 1,300 | 9,975 | 18,700 | To be attended |
| 3 | M.Muyepa | Attend Monitoring and Evaluation Course | Improved SNIC Project’s Monitoring and Evaluation | Nairobi,  Kenya | 28 days | 7/7/14 | 1/08/14 | 1,400 | 1,200 | 8,736 | 11,336 | To be attended |
| 4 | S.Thyolani | Attend Advanced Course of Managing E-Records | Improved Electronic Record Management | Arusha,  Tanzania | 21 days | 7/07/14 | 25/07/14 | 2,200 | 1,300 | 4,053 | 7,553 | To be attended |
| 5 | P. Chaola | Attend training in Information, Communication and Record Management | Improved Electronic record Management | Mbabane,Swaziland | 21 days | 4/08/14 | 22/08/14 | 2,200 | 1,300 | 4,053 | 7,553 | To be attended |
| 6 | T.Lipikwe | Attend Advanced Course on Works and Selection of Consultants | Improved procurement of goods and Consultancy services | Mbabane,  Swaziland | 28 days | 1/09/14 | 26/09/14 | 5,750 | 1,300 | 5,404 | 12,454 | To be attended |
| 7 | D.G.K. Mtupa | 1/09/14 | 26/09/14 | 5,750 | 1,300 | 5,404 | 12,454 |
| 9 | Nyirongo | Attend training in Financial Management for Donor funded Projects | Improvement financial management of SNIC Project | Pretoria,  RSA | 28 days | 18/08/14 | 12/09/14 | 2,800 | 1,300 | 5,740 | 9,840 | To be attended |
| 10 | P.K.O Chitatu | Attend training in Managing the Training and Development Function | Improved management of Training | Mombasa,  Kenya | 21 days | 22/09/14 | 10/10/14 | 2,200 | 1,300 | 4053 | 7,553 | To be attended |
| 11 | G.Chinamale and S.Mapanje | Attend Training in Project Management | Improved Project Management | Mbabane, Swaziland | 21 days | 25/08/14 | 12/09/14 | 4,400 | 2,600 | 8,106 | 15,106 | To be attended |
| 12 | F. Luwani | Attend training in Governance, Ethics and Anti-Corruption Reform | Improved Governance Ethics | Arusha,  Tanzania | 21 days | 6/10/14 | 24/10/14 | 2,200 | 1,300 | 4,053 | 7,553 | To be attended |
| 13 | S. Kathumba and M. Mtembezeka | Attend Project Planning and Implementation | Improved Project planning and implementation | Mombasa,  Kenya | 21 days | 13/10/14 | 31/10/14 | 4,400 | 2,600 | 8,106 | 15,106 | To be attended |

**2: General Operating Expenses and Communication**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** |
| **No.** | **Expected outcome /**  **Activity Description** | **Estimated Cost** | **Estimated Duration** | **Start Date** | Comments |
| 1.0 | General operating cost for the Project | 13,958 | 12 months | July 2014 | Fuel for the Project vehicles, |
| 8,527 | 12 months | July 2014 | Office refreshments |
| 16,000 | 12 months | July 2014 | Stationery |
| 2.0 | Communication/Airtime for PIT at DNHA | 14,400 | 12 months | July, 2014 | Fixed at $100 per head per month |