



Works Procurement Management



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Turin, Italy



World Bank



International Training Centre

Works procurement management



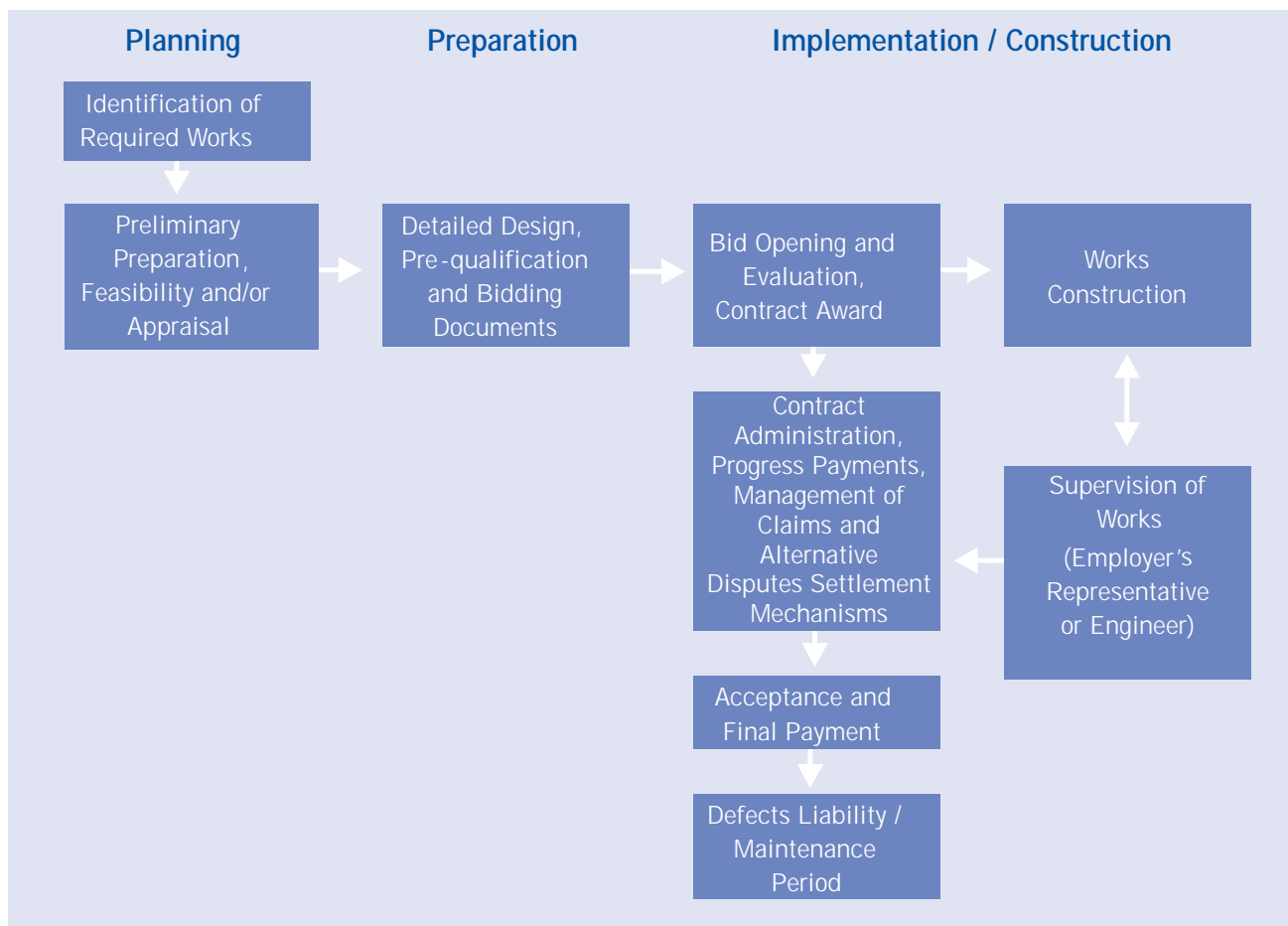
Introduction

National development projects typically include substantial investments for the construction, renovation and maintenance of public infrastructure facilities and public buildings which are often financed by development partners like the World Bank and regional development banks. Government agencies responsible for the execution of such works contracts are often constrained by a shortage of procurement practitioners who are competent in discharging the full range of bidding and contract administration tasks in accordance with the guidelines and procedures of the funding agencies and the standards of professional practice. Such personnel deficiencies result in significant wastage of scarce development resources with typical symptoms like delays in project completion (and hence delayed benefits to the general public), non-compliance with the standards of quality prescribed in the technical specifications as well as cost overruns which are an additional burden on current and future tax-payers.

This course on "Works Procurement Management", jointly-designed by the World Bank and the International

Training Centre of the ILO (ITC-ILO), aims at exploring the technical and procedural competencies needed for successful implementation of the procurement process for provision of public infrastructure e.g. public buildings, highways and bridges, water and sewerage networks, irrigation canals etc. It provides for subtle understanding of public procurement principles as reflected in the World Bank Procurement Guidelines as well as detailed explanation of how these principles are reflected in the stipulations of the World Bank standard pre-qualification and bidding documents for all categories and investment budgets of construction contracts e.g. large works, smaller and simple works. Emphasis is placed on the analysis of risks influencing the choice of the optimal contracting strategy and explanations are given for the implication of the choice of the type of contract with respect to the cost of the procurement and the required supervision skills for ensuring effective contract performance by the awarded contractors.

The schematic below illustrates the stages of the procurement process for a construction contract.





Objectives

Course participants will be able to competently plan and carry out procurement management functions for works contracts and related consultancy services in accordance with the standards of professional practice and the provisions of the Guidelines and Standard Bidding Documents of the World Bank and other international and regional development partners.



Participants

The target audience are project directors and procurement staff from projects funded by International Financial Institutions (IFIs - World Bank, Asian and African Development Banks, European Union, United Nations, etc.) as well as the trainers of public procurement personnel.

Candidates are expected to have basic knowledge of procurement practice in the public or private sector and a sound knowledge of the English language.

Participants are requested to obtain, in their home countries, a single-entry Schengen visa to enable them to take part in the course and the scheduled study visit in Italy which is an integral part of the learning process.



Course methodology

The course is delivered by senior procurement advisors and consultants from the World Bank and ITC-ILO. The course is conducted using a highly-participative training delivery methodology through a combination of interactive presentations by subject-matter specialists followed by plenary discussions. Individual and group assignments are used extensively in order to facilitate the practical application of IFIs' guidelines and to enable measurement of learning achievement. Solution and analysis of case studies are emphasised as principal techniques for acquisition of new knowledge and attainment of prescribed exit competencies.

Individual guidance is provided, upon request, to help participants to troubleshoot procurement-related problems on their own projects.

Participants will visit a major contractor in northern Italy in order to familiarise themselves with the concerns of the business community with respect to the public tendering processes and the subsequent contract implementation phase.

Each participant is encouraged to bring along a copy of the Loan Agreement, the Project Appraisal Document and a bidding document related to his/her project for reference throughout the course.



Course content

(WPM = Works Procurement Management modules)

(E/WPM = Equipment and Works Procurement Management modules)

E/WPM I PROCUREMENT ENVIRONMENT IN WORLD BANK-FINANCED PROJECTS

- Public procurement and World Bank fiduciary responsibility
- Project cycle and related documents
- World Bank procurement policy and guidelines
- Procurement process and planning
- Qualifications of bidders

WPM II* THE STANDARD BIDDING DOCUMENTS IN WORLD BANK-FINANCED PROJECTS

- Purpose and content of different works bidding document
- Standard bidding document (Works):
 - Common types of works contract (unit rate, lump sum etc...)
 - Preparation of bidding documents
 - Standard pre-qualification document
 - Standard bidding documents - FIDIC Conditions of Contract
 - Standard bidding documents (smaller contracts)
 - Sample bidding documents (simple works)
- Comparison among bidding documents - Main differences

WPM III* BID EVALUATION, CONTRACT IMPLEMENTATION AND MANAGEMENT

- Bid opening
- Bid examination/responsiveness
- Bid evaluation and bid evaluation report
- Case studies
- Contract preparation
- Contract management and supervision: the role of the employer's representative/the engineer
- Alternative dispute settlement procedures
- CPAR and acceptability of borrowers' national procurement systems

E/WPM IV CONSULTANCY SERVICES GUIDELINES FOR THE USE OF CONSULTANTS BY WORLD BANK BORROWERS

- Types of consultancy assignments

