

Overview of World Bank Group Corporate Procurement

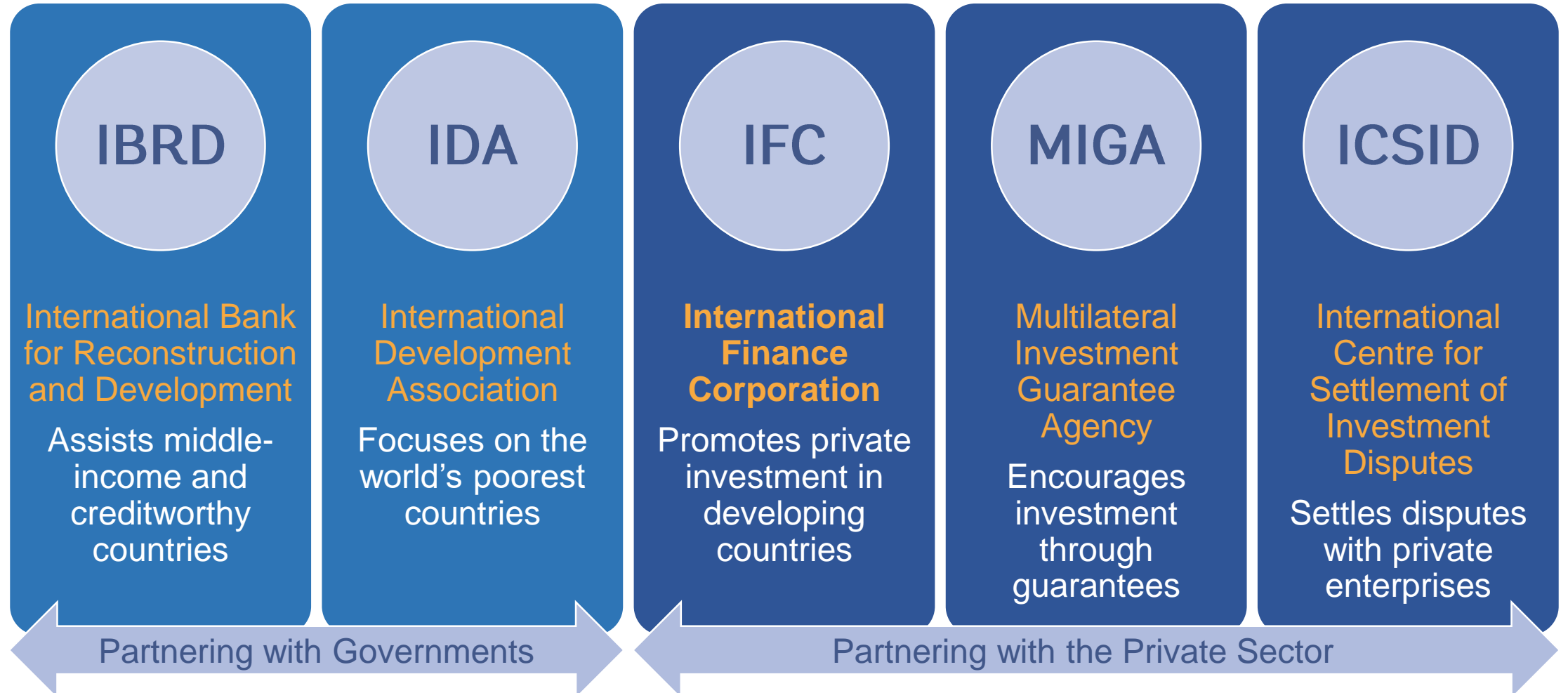
How to do business with us



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What is the World Bank Group

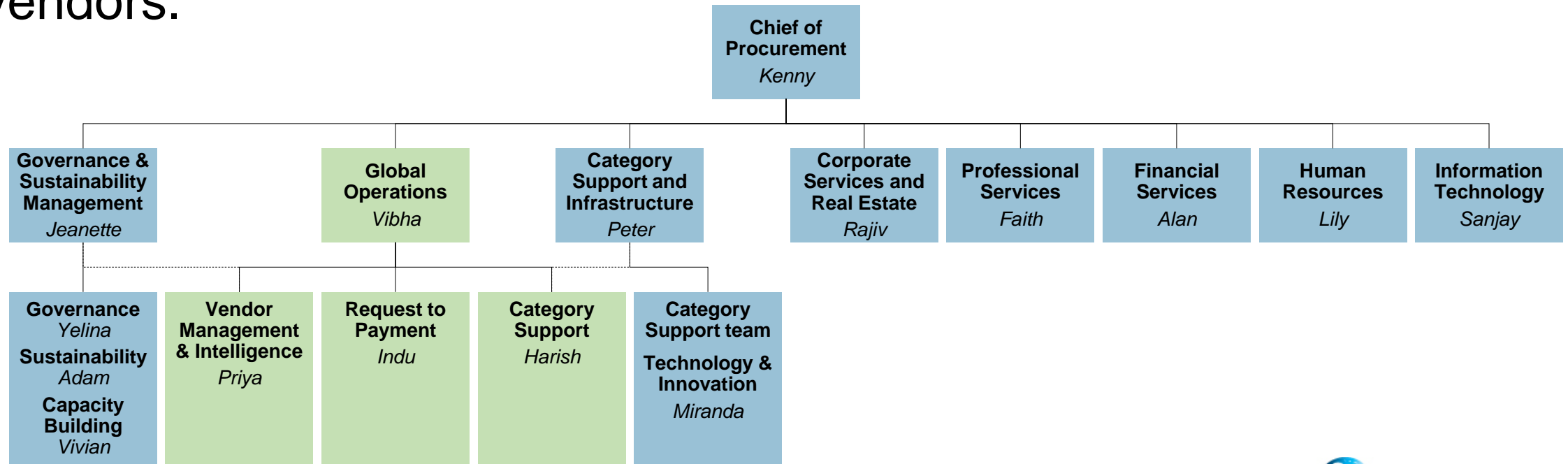


In Corporate
Procurement
we recognize...

That every purchase we make is a
vehicle for change that supports
the World Bank Group's priorities.

Corporate Procurement at the WBG

Corporate Procurement is responsible for coordinating and overseeing the sourcing strategy, selection, and contract execution for more than 140 World Bank Group offices around the globe, overseeing about \$2 billion dollars of spend annually and 34,000+ vendors.



What we do

- Advise and guide Bank Group staff on procurement matters in order to provide an appropriate balance between institutional requirements and business needs
- Leverage category management concepts and knowledge to recommend procurement strategies to clients that are reflective of market and country conditions
- Manage systems and tools that support a streamlined procurement process
- Oversee and/or conduct all administrative procurement required in order to support the WBG ongoing business operations

Core principles and considerations

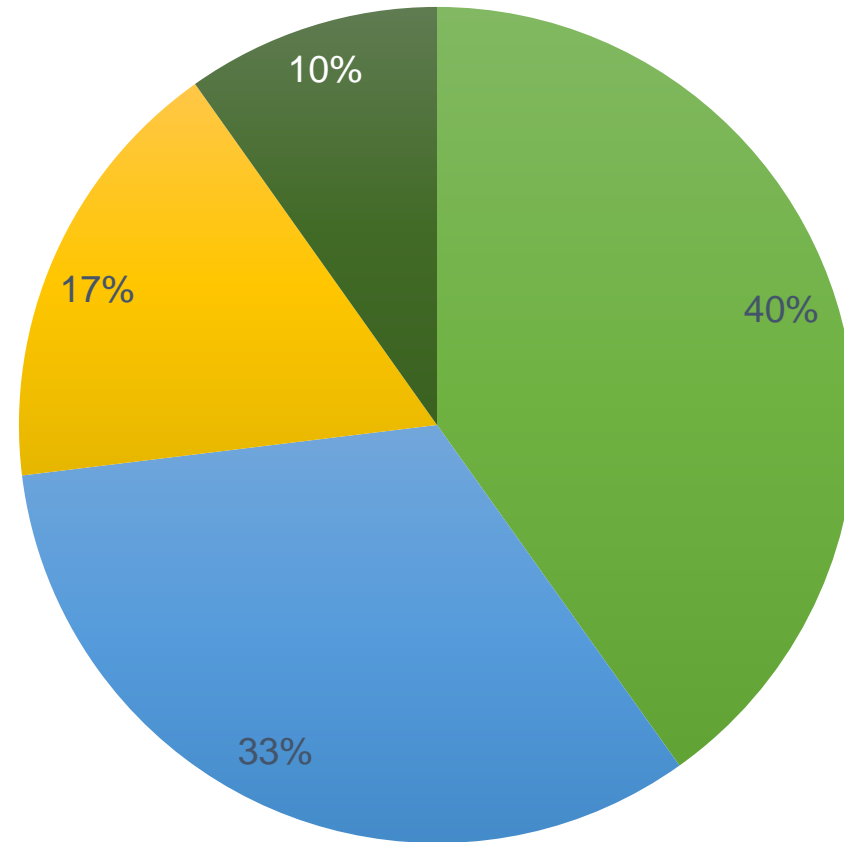
- Fair, open and transparent selection process
- Obtain best overall value for the World Bank Group
- Give all eligible (qualified) bidders an opportunity to compete
- Use of competitive process favored



What we buy

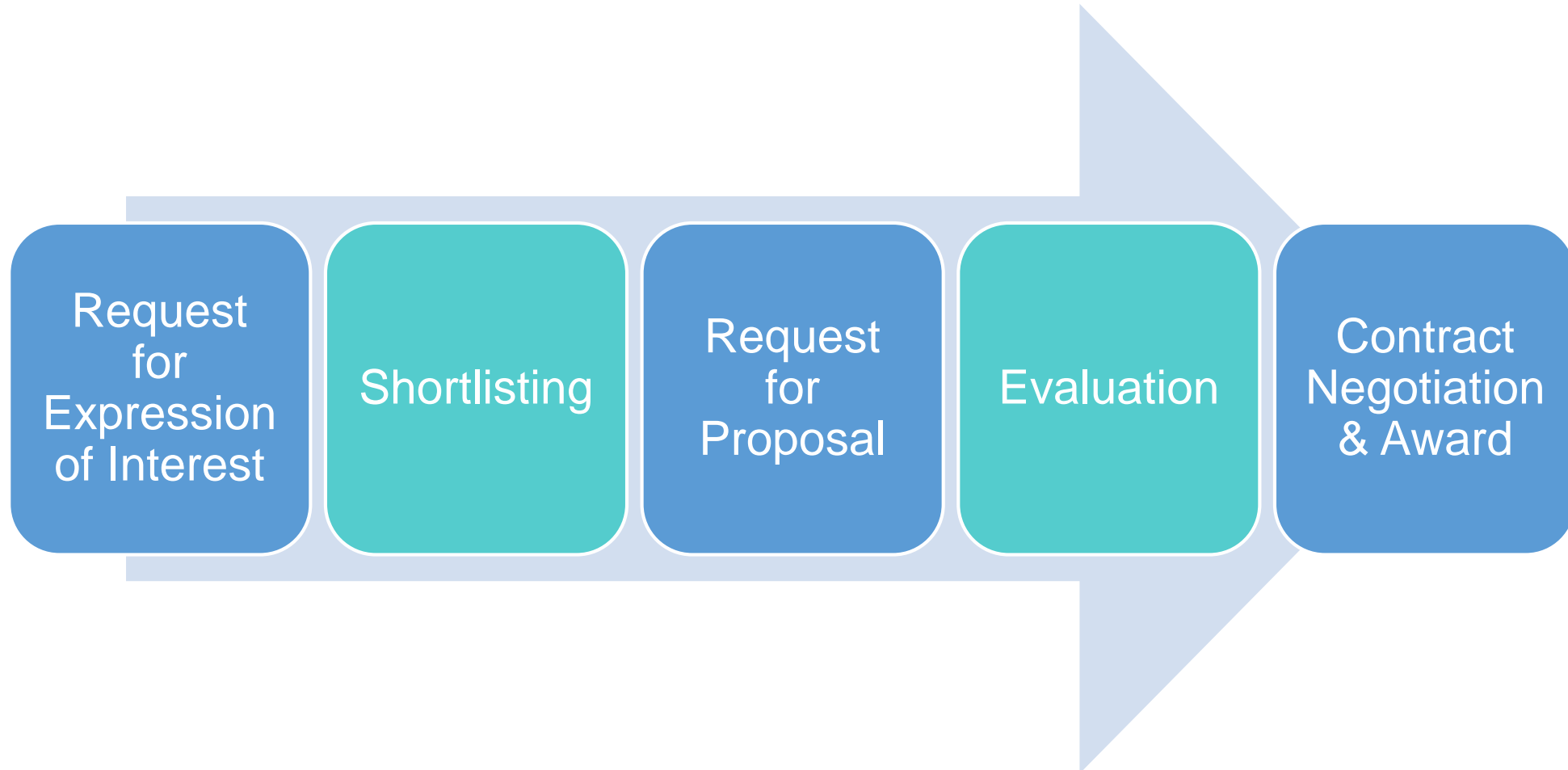
Corporate Services & Real Estate	Professional Services	Financial Services	Human Resources	Information Technology
Travel Services	Operational Consulting	Custody Services / Liquid Assets Mgt	Labor and Employee Relations	Development, Implement & Support
Construction & Facility Management	General Advisory Services	Currency Management	Recruitment and Selection	Global Telecom
Food, Conference & Events Services	Legal Advisory Services	Global Payment, PCard & Travel Card	Training and Development	Software & Implement Services
Security Services	Engineering Advisory Services	Insurance Brokerage	Employee Benefits	Hardware and IaaS
Printing & Publishing	Third Party Monitoring	Audit & Tax Services	Health and Safety	SaaS/PaaS and Managed Software
Transportation	Management Consulting	Subscription Services		WB/IFC ICT solutions
Shipping & Logistics	Professional Services	IT Managed Services/ Staff Augmentation		

Our Spend in Fiscal Year 2019



■ Corporate Services and Real Estate (CSRE) ■ Professional and Financial Services (PFS) ■ Human Resources (HR) ■ Information Technology (IT)

Solicitation Process



Targeting opportunities

Solicitations for contracts valued at US\$250,000 or more, and at US\$50,000 or more in the case of operational consulting requirements, are advertised.

To express interest in these business opportunities, interested vendors must follow the instructions presented in the individual notices.

- Business Opportunities main page:
<http://www.worldbank.org/en/about/corporate-procurement/business-opportunities>
- Firms which best meet the criteria will be shortlisted and invited to submit proposals

Preparing a proposal in response to a solicitation

- Attend Pre-proposal conference – when applicable
- Request clarifications by the date indicated
- In your proposal, address the requirements clearly and comprehensively
- Emphasize innovative technical solutions
- Propose resources that meet the qualification requirements
- Do not vary from standard RFX forms
- Make sure your proposal is carefully prepared and easy to evaluate: use charts, diagrams, color
- Well prepared, competitive proposals will win!



Proposal Evaluation

- Proposals must be submitted in the system by the due date
- Proposals submitted by email to project team will be disqualified
- Technical Evaluation Committee evaluates proposals
- Typical evaluation criteria: 70% Technical; 30 % Financial
- Financial Proposal are opened after the scoring of Technical Proposals is completed
- Award is made to firm with highest overall score

Contract Negotiations

- Review General Terms and Conditions (T&Cs) provided as part of the solicitation (also available at: <https://www.worldbank.org/en/about/corporate-procurement>)
- Indicate in proposal any requirements you are not able to meet. Changes may not be accommodated
- Business terms are negotiated by project team
- T&Cs are negotiated **only** by Corporate Procurement.
- Contracts/Purchase Orders are issued by Corporate Procurement
- Vendor does not need to sign PO
- **No work should start before receipt of the contract / PO**

Disclosure of contract awards

Under the WBG information disclosure policies, certain Corporate Procurement contract awards are eligible for public disclosure. The following information is available on the World Bank website:

- the name of the vendor receiving the award
- a brief description of the contracted Goods or Services
- the contract award amount.

More information is available at:

<http://www.worldbank.org/en/about/corporate-procurement/business-opportunities/corporate-procurement-contract-awards>

Vendor registration

- Before the World Bank Group can contract with a company to provide goods or services, the company must register as a vendor
- You **do not** need to be a registered vendor to bid on a requirement. You will be asked to register at the time of contract award
- If you are a registered vendor, you should provide updated information when your company has a material change
- Review the vendor eligibility policy in the Corporate Procurement website:
<http://pubdocs.worldbank.org/en/480001490190723639/Vendor-Elegibility-Policy.pdf>

Vendor Eligibility Criteria summary

- 1 year in business
- Multiple clients/customers
- No more than 20% of revenue from WBG
- Appropriate business licenses/certifications
- Acceptance of World Bank Group terms and conditions

For further information go to: <http://www.worldbank.org/vendorkiosk/>

Recap

- Respond precisely to technical specifications
- Unclear? Ask questions up front – do NOT guess or assume
- Submit bid/proposals on time. Bids that are late are not accepted
- Assess the competition. Compete where YOU are competitive
- Review the [vendor eligibility policy](#) ahead of time
- Visit the [Corporate Procurement website](#) frequently to find opportunities



Contacts

- Email: gprocurement@worldbank.org
- Website: www.worldbank.org/corporateprocurement/