

PROCUREMENT PLAN

General Information

Country: Trinidad and Tobago.

Executing Agency: Inter-American Development Bank.

Name of Project: Support to the Design and Implementation of a Trinidad and Tobago Women's City Centre (WCC).

Project Number: TT-T1047.

Brief description of Project objectives and components: The objective of this technical cooperation is to provide support to the design and execution of a 2014 loan operation, TT-L1037 Women's City Center Program, by: i) financing diagnostic and planning consultancies to define the content and scope of a Women's City Center (WCC) planned for the East Port of Spain (EPOS) region and to provide required inputs to the Bank's loan approval process; and ii) supporting institutional strengthening activities to prepare the Government of the Republic of Trinidad and Tobago (GoRTT) to execute effectively the project and its components. The TT WCC's menu of services will be based on the *Ciudad Mujer* model developed in El Salvador and financed by the IDB (ES-L1056).

Estimated date of last disbursement: June 2016.

A. Introduction

Procurement for the proposed project will take place pursuant to the "*Policies for the Procurement of Works and Goods financed by the Inter-American Development Bank*" March 2011 (document GN-2349-9), and to the "*Policies for the Selection and Contracting of Consultants Financed by the Inter-American Development Bank*," March 2011 (document GN-2350-9), and to the provisions established in the technical cooperation agreement and this Procurement Plan.

B. Procurement Plan

The Procurement Plan for Support to the **Design and Implementation of a Trinidad and Tobago Women's City** technical cooperation project that covers the first 24 months of project execution was agreed upon between the Bank and the Government of the Republic of Trinidad and Tobago (GoRTT). The Plan, summarized under Appendix 1, shows for each contract or packaging, the procurement method for goods, services or consultants' selection, those cases that require prequalification and the estimated costs of each contract or packaging, requirements for the Bank's *ex ante* or *ex-post* review. The Procurement Plan shall be updated annually or when necessary or required by the Bank. The detailed procurement plan is available on the Bank's web page: [Información de Adquisiciones de Proyecto](#) (Project Procurement Information).

C. Project Procurement

The following is a general description of the procurement planned for the proposed project.

Procurement of Services other than Consulting Services: services will be contracted to host and execute two community focus groups and two government consultations to support the design of the five WCC modules and to finance communication campaigns aimed at the public and government. The costs of these events will include the costs of space rental and refreshments, radio and television air time and print advertisements. Contracts for these services will be awarded to a minimum of 3 suppliers following a period of lowest cost shopping (price comparison) or, in the case of air time, services will be contracted directly with local radio stations.

Estimated cost. The total cost for the procurement of services other than Consulting Services will be US\$210,000. The IDB will finance US\$20,000 and the GoRTT US\$190,000.

Procurement of Consulting Services: consulting services under the project include the hiring of individual local consultants to: (i) design the WCC modules; (ii) design the WCC Center; (iii) design and execute a communication strategy; (iv) design the impact evaluation; (v) carry out a cost-benefit analysis; and (vi) train the executing agency in project management. A consulting firm will also be hired to carry out periodic audits of the use of both IDB and counterpart funding for the project. Individual consultants and firms will be selected by taking into account the provisions of Chapter V, Policies, GN-2350-9.

Estimated Cost: The total cost for national and international consultants and consulting firms will be US\$430,400. The IDB will finance US\$410,400 of the amount and the GoRTT will finance US\$20,000.

D. Review by the Bank of Procurement-related Decisions

The following contracts shall be reviewed by the Bank ex-ante, pursuant to Appendix 1, Policies for the Procurement of Works and Goods and the Selection of Consultants, respectively:

- a) All Direct Contracting of goods and services

The remaining contracts will be subject to the Bank's *ex-post* review, according to Appendix 1 of the Policies.

E. National Preference

None.

Appendix 1: Procurement Table

A. Individual Consultants											
	Executing Agency	Contract Name	Additional Description	Process Number	IDB Financing %	Local/Other %	Procurement Method (Choose from Drop-down list):	Type of Contract (Choose from the drop-down list)	Estimated amount in US\$	Ex post Review (Choose from drop-down list)	Comments
1.	Ministry of Gender, Youth and Child Development	WCC Module Consultancies	Contracting of consultants to design the following modules: sexual and reproductive health (\$35,000); attention and prevention of violence against women (\$35,000); economic autonomy (\$35,000); child care (\$10,000); community education (\$10,000); and reception and orientation (\$20,000)	N/A	100	0	3CV	lump sum	180,000	Yes	
2.	Ministry of Gender, Youth	Engineering/architecture consultant		N/A	100	0	3CV	lump sum	10,800	Yes	

	and Child Development										
3.	Ministry of Gender, Youth and Child Development	Institutional Coordination consultant		N/A	100	0	3CV	lump sum	35,000	Yes	
4.	Ministry of Gender, Youth and Child Development	Gender and human rights training consultant		N/A	100	0	3CV	lump sum	10,000	Yes	
5.	Ministry of Gender, Youth and Child Development	Project execution plan and manual consultant		N/A	100	0	3CV	lump sum	10,000	Yes	
6.	Ministry of Gender, Youth and Child Development	Land titling and building permit consultant		N/A	100	0	3CV	lump sum	10,000	Yes	
7.	Ministry of Gender, Youth and Child Development	Impact evaluation consultant		N/A	100	0	3CV	lump sum	8,500	Yes	
8.	Ministry of Gender, Youth and Child Development	Communication strategy consultant		N/A	100	0	3CV	lump sum	12,000	Yes	
9.	Ministry of Gender, Youth and Child Development	Cost-effectiveness analysis consultant		N/A	100	0	3CV	lump sum	11,200	Yes	
10	Ministry of Gender, Youth and Child Development	Environmental and Social Management consultant		N/A	100	0	3CV	lump sum	8,700	Yes	
11	Ministry of Gender, Youth and Child	Procurement Plan consultant		N/A	100	0	3CV	lump sum	5,600	Yes	

	Development										
12	Ministry of Gender, Youth and Child Development	WCC Monitoring and evaluation plan consultant		N/A	100	0	3CV	lump sum	4,000	Yes	
13	Ministry of Gender, Youth and Child Development	Institutional analysis consultant		N/A	100	0	3CV	lump sum	11,000	Yes	
14	Ministry of Gender, Youth and Child Development	Project Management training consultant		N/A	100	0	3CV	lump sum	10,000	Yes	
15	Ministry of Gender, Youth and Child Development	PEU Profiles, if needed		N/A	0	100	3CV	lump sum	20,000	Yes	
16	Ministry of Gender, Youth and Child Development	Data analysis consultant		N/A	100	0	3CV	lump sum	8,600	Yes	
17	Inter-American Development Bank	Project Coordination	\$40,000 per year	N/A	100	0	3CV	lump sum	80,000	Yes	
18	Ministry of Gender, Youth and Child Development	TC Monitoring and Evaluation consultant		N/A	100	0	3CV	lump sum	5,000	Yes	

B. Consulting Firms

	Executing Agency	Contract Name	Additional Description	Process Number	IDB Financing %	Local/Other %	Procurement Method (Choose from Drop-down list);	Type of Contract (Choose from the drop-down	Estimated amount in US\$	Ex post Review (Choose from drop-down	Comments
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								<i>list)</i>		<i>list)</i>	
1.	Ministry of Gender, Youth and Child Development	Auditing Firm	Contracting of an auditing firm.	N/A	100	0	QCBS	lump sum	25,000	Yes	
C. Services Other than Consulting											
	Executing Agency	Contract Name	Additional Description	Process Number	IDB Financing %	Local/Other %	Procurement Method (Choose from Drop-down list):	Type of Contract (Choose from the drop-down list)	Estimated amount in US\$	Ex post Review (Choose from drop-down list)	Comments
1.	Ministry of Gender, Youth and Child Development	Space Rental	Rental of space for 2 community focus groups	N/A	0	100	2-step public bidding	N/A	4,000	Yes	
2.	Ministry of Gender, Youth and Child Development	Refreshments	Purchase of refreshments for 2 community focus groups	N/A	0	100	2-step public bidding	N/A	6,000	Yes	
3.	Ministry of Gender, Youth and Child Development	Purchase of air time and print publicity	Implementation of the communications strategy	N/A	0	100	2-step public bidding	N/A	100,000	Yes	

APPENDIX 2
CAPACITY OF THE EXECUTING AGENCY AND SUPERVISION OF PROCUREMENT
BY THE BANK

EVALUATION OF THE AGENCY'S CAPACITY TO IMPLEMENT PROCUREMENT

The GoRTT through the Ministry of Gender, Youth and Child Development will be responsible for carrying out project procurements. Having assessed the capacity of the executing agency to implement procurement, the Bank has determined that the project's total risk in relation to procurement management is low/moderate/high. However, the Project procurement specialists will train and follow up with the Executing Agency in how to fulfill the Bank's procurement requirements.

Frequency of Procurement Oversight

Besides the *ex-ante* reviews, the Bank shall carry out *ex-post* procurement reviews every nine months. These thresholds and terms for *ex-post* reviews can be adjusted as part of the Procurement Plan updates and reviews, according to the executing agency's performance.

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