

FOREIGN

GHANA INSTITUTE OF MANAGEMENT &
PUBLIC ADMINISTRATION (GIMPA)

In Collaboration With The

WORLD BANK

Announces the

NEW PROCUREMENT FRAMEWORK TRAINING WORKSHOP

DATE:

25th FEBRUARY - 8th MARCH, 2019

VENUE:

GIMPA EXECUTIVE CONFERENCE CENTRE

**GIMPA, GREENHILL - ACHIMOTA
ACCRA, GHANA.**

INTERNATIONAL TRAINING PROGRAMME ON THE WORLD BANK'S NEW PROCUREMENT FRAMEWORK (NPF) 25th FEBRUARY - 8th MARCH, 2019

The World Bank has recently introduced New Procurement Framework (NPF) with effect from 1 July 2016 and has introduced many significant changes in procurement procedures to be used in projects financed by the World Bank. GIMPA, in collaboration with the World Bank, will be organising a training programme on the New Procurement Framework (NPF) as stated above.

PROGRAMME OBJECTIVE

GENERAL

At the institutional level, this programme aims at assisting Government Ministries, Departments and Agencies (MDAs) and relevant public sector entities to increase their efficiency and cost-effectiveness in performing the procurement function under World Bank funded projects or loans or credits provided by other international financing institutions.

SPECIFIC

- a) At the learning level, the programme aims at assisting participants to acquire the required knowledge about international competitive procurement process and procedures.
- b) At the job behavior level, the programme aims at developing the participants' skills to plan and carry out procurement functions with competence and efficiency. Where applicable, this will be done in accordance with the guidelines and procedures of international development financing institutions.
- c) A further objective of the programme is to enhance participants' skills at delivering presentations of procurement topics for training purposes

PROGRAMME EMPHASIS:

The programme will focus on the following areas:

- Project Cycle in the World Bank Financed Projects
- Main features of procurement regulation for borrowers
- Approved selection Methods and market approaches for Goods, Works, NCS
- Preparing Project Procurement Strategy for development (PPSD) with a case study
- Abnormally low bids (ALBS) and value engineering
- e-procurement and reverse e-auction
- Procurement performance assessment and benchmarking
- Red flags in procurement
- (STEP) New documentation management system
- Main features of procurement document for Goods, Works, NCS, IT Framework Agreement & Design Build
- Introduction to contract Management

TRAINING APPROACH

- i. The programme is learner-oriented. The methodology includes short lectures given by highly experienced experts followed by individual exercises and group assignments contained in the modules.
- ii. **Pre-programme Preparation**
Each participant is requested as part of his/her pre-programme preparations to prepare a brief report describing:

A specific procurement related problem, which occurred in his/her agency or country.

Each participant is invited to bring a copy of the **Loan/Credit Agreement, the Project Appraisal Document (PAD)** and a **Bidding Document** to be analysed and discussed.

NOTE:

LAPTOP/iPAD

Each participant/nominee is encouraged to come along with a Laptop/iPad to be used for assignments during the programme. There will be no hard copies of standard documents.

FACULTY

The teaching faculty will comprise Senior Procurement Advisors from the World Bank, international procurement Consultants, and practitioners from target countries in addition to the GIMPA Faculty.

PROGRAMME DURATION AND TIMING

The programme, which will be held at GIMPA, Greenhill, Achimota, is of two weeks duration and will take place during the period: **25th FEBRUARY – 8th MARCH, 2019.**

Participants are expected to arrive at GIMPA on Sunday, 24th February 2019 so that the course can commence on the next Monday.

All participants must check out of their rooms on Saturday (9th MARCH 2019) after the morning breakfast.

FLIGHT DETAILS TO GIMPA

Foreign participants are advised to send details of their flight schedules at least five (5) days before the commencement of the programme so that they can be picked up at the airport.

NOTE:

For participant(s) arriving earlier than Sunday, the sponsoring organizations must fund the accommodation and the meals for that number of days.

In addition, if the flight of the participant(s) is not on the Saturday immediately following the closure of the course, the sponsoring organization must fund the extra days that the participant(s) will stay before departure.

FINANCIAL ARRANGEMENTS

- (a) The total cost of participation for this two-week course is **USD\$ 5,000** payable in advance by the participants' nominating/sponsoring organization.

This covers:

- (i) Course fees of **USD\$5,000:**
- Tuition Fees
 - Boarding and Lodging, Meals etc. at GIMPA
 - Study Materials
 - Study Visits
 - Routine Medical Care (No Insurance)
 - Socialization
 - Support Facilities

ii. Out-of-Pocket Allowance for Participants

*Sponsors/Employers **must pay Out-of-Pocket Allowance to cover incidental expenses such as communication, photocopying, internal transport etc, depending on the policy of the organisation concerned, to their nominee(s) before they arrive at GIMPA Campus.***

- (b) Payment for participation is acceptable in Banker's Draft, Cash or Bank transfers to:

BANK : BARCLAYS BANK GH. Ltd.
ACCOUNT NAME : GIMPA
ACCOUNT NO. : 064-1290262
CURRENCY : US Dollar
BRANCH : HEAD OFFICE, HIGH STREET ACCRA-GHANA
SWIFT CODE : BARCGHAC

Fees must be **fully paid one week before** the commencement of the course. In the case of transfers, **concrete evidence, that is, swift advice from the bank** must be produced during registration on the first day of the course.

- (c) Travel to GIMPA and from GIMPA to the participant's home country is not included and should be paid for by the nominating organization, Insurance cover for participants on the course is also not included and is therefore the responsibility of the nominating organization. First aid will be provided.

SPONSORSHIP

Participants should be sponsored by their respective organizations and the cost of their attendance funded, if possible, under the World Bank or African Development Bank Loan financing their projects. The organization should obtain the approval of the appropriate Task Team Leader of the World Bank/African Development Bank confirming their funding.

NOMINATIONS

All nominations should be submitted to GIMPA on the attached GIMPA nomination forms. These forms should be duly endorsed by the authorised representative of the nominating organization and should then be forwarded to GIMPA possibly by a courier service or email to reach the address below **at least two weeks** before the commencement of the course:

**MANAGING CONSULTANT
GHANA INSTITUTE OF MANAGEMENT AND PUBLIC ADMINISTRATION (GIMPA)
P.O. BOX 50, ACHIMOTA - GHANA
MOBILE; +233 205 035 983
TEL: 233-0302-402771/401681/3
E-MAIL : gimpaconsultancy@gimpa.edu.gh**

ADMISSIONS

Note that submission of a nomination form does not automatically imply admission. Official letters (by post, e-mail or fax) will be despatched to suitable applicants and only those offered admission will participate in the course.

ACCOMODATION

GIMPA is responsible for the accommodation of the admitted participant(s) only. Dependant(s)/guest(s) of the participant(s) are not allowed to stay in the room(s) or enjoy any of the services provided during the Programme period. Any participant(s) who go contrary or contravene this directive will be billed for the services enjoyed for the period for payment.

REGISTRATION

Participants should report at the Course Venue for registration at **7.30 am** on the day of commencement of the programme.

GIMPA CAMPUS

GIMPA has very pleasant surroundings and facilities conducive for academic work. Comfortable accommodation including TVs is provided. Each room has a fridge and an air-conditioner. A standby generator assures reliable power supply throughout the duration of the course. Those who want internet facility will have to pay a modest charge for it.

SPECIFIC ENQUIRIES

Any additional specific enquiries concerning this course should be addressed to the Managing Consultant GIMPA for the attention of the **programme Co-ordinator**.

Tel.: +233 302 402771/401681/3 **Mobile** no. 0205035983 or Telefax: 0302 400457
E-mail: **gimpaconsultancy@gimpa.edu.gh**