

## ENTERPRISE SUPPORT PROJECT (ESP) SUPPLEMENTAL APPLICATION FORM 2: PROCUREMENT

This form is required after Participating Financial Institution PFI pre-approves loan-grant financing but before the NRPB provides final approval

### **Basic MSME Information**

Name	
Business name	
CRIB number	

### **Procurement Requirements**

*Guidance:*

- *This form will be required after the PFI has approved the grant-loan application.*
- *It should include all purchases (including taxes, shipping and installation) of over US\$ 2,500.*
- *Similar items must be grouped in one single contract.*
- *Three quotes are required for each purchase. Quotes need to be invoices or supporting proof such as the screenshot of the online store's cart if the item is to be bought online. If three quotes are not provided, justification needs to be included in the 'Justification' column below.*
- *Items may be bought locally or internationally.*
- *Selection of suppliers/firms/individuals must be based on consideration of price, quality, reliability and performance, and the contract award shall be made to the lowest responsive and qualified bidder. If an award is made not to the lowest responsive bidder, a justification note shall be filed in the 'Justification' column of the table below.*
- *Awardees shall not award contracts to their parent or affiliate companies unless there is an established arm's length arrangement.*
- *This procurement plan will be reviewed by the Project staff and may be audited by the World Bank staff. If evidence of mis-procurement is found in your application, your application will be rejected, and your business will not be allowed to participate in the program in the future.*
- *Post-review of the items purchased will be done on a sample basis.*

**Goods**

Item no.	Description	Key technical specifications	Cost (US\$)	3 quotes checkbox	Justification
1					
2					
3					
4					
5					
6					

**Works**

Item no.	Description	Key technical specifications	Cost (US\$)	3 quotes checkbox	Justification
1					
2					
3					
4					
5					
6					

*Disclaimers:*

- *The IBRD's Procurement and Consultant Guidelines ("Procurement Regulations for Investment Project Financing (IPF) Borrowers for Goods, Works, Non-Consulting, and Consulting Services, date July 1, 2016, revised August 2018.") apply. They are available at: <https://www.worldbank.org/en/projects-operations/products-and-services/procurement-projects-programs>*
- *The Anti-Corruption Guidelines ("Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants, dated January 2011") apply. They are available at: <https://policies.worldbank.org/sites/ppf3/PPFDocuments/Forms/DispPage.aspx?docid=4039>*
- *With my signature, I confirm that, to the best of my ability, the data included in this form is accurate and I understand that if in the review of this form it is found out that the information provided is inaccurate, my company may not be allowed to participate in the project now or in the future.*

**MSME Signature**