

# Public Procurement Market Engagement Event



## Networking Opportunity

Connect with procurement specialists and learn about bidding processes for new projects.



## Procurement Framework

Understand the WB procurement procedures applicable to National Recovery Program Bureau (NRPB) and requirements for local firms.



## NRPB Procurement updates & Upcoming Projects

Discover how your business can participate in NRPB projects

Tuesday, June 17, 2025 | 5:30 PM – 8:30 PM

## Event Overview

- 1 Registration & Welcome**  
5:30 PM – 6:00 PM: Sign in and network with refreshments.
- 2 Opening Remarks**  
6:00 PM – 6:20 PM: NRPB Director
- 3 Main Presentations**  
6:20 PM – 7:45 PM: Legal framework, opportunities for local firms, success stories.
- 4 Closing Session**  
7:45 PM – 8:30 PM: Procurement manual, Bonfire system, Q&A, closing remarks.



**6<sup>TH</sup> NRPB MARKET**  
***PROCUREMENT ENGAGEMENT EVENT***

hosted by the NRPB in collaboration  
with the World Bank.

**17<sup>TH</sup> JUNE**

**LOCATION:**  
ALEEZE  
CONVENTION  
CENTER & HALL

**TIME:**  
5:30PM –  
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The information event will cover updates on NRPB procurement processes, requirements for successful bid qualification and the launch of the Bonfire e-Procurement system.

 **NRPB**  
NATIONAL RECOVERY  
PROGRAM BUREAU

 **SintMaarten**  
TRUST FUND





  



# NRPB

NATIONAL RECOVERY  
PROGRAM BUREAU

## A Few Friendly Reminders

-  Please silence your phones and devices
-  Live streaming is not allowed
-  Kindly step outside to take phone calls
-  Questions will be addressed during the open forum sections of the program.

Thank you for helping us keep the session smooth and respectful for everyone.





# Opening Remarks

## MC Introduction

Setting the stage for the evening's program. House rules.

## NRPB Director Welcome

Overview of NRPB's procurement mission and inclusive recovery goals.





# Setting the Context

Facilitating transparent and fair procurement processes

Creating opportunities for local businesses to participate in upcoming projects

Ensuring the most efficient use of the resources while achieving the highest standards for the people of Sint Maarten

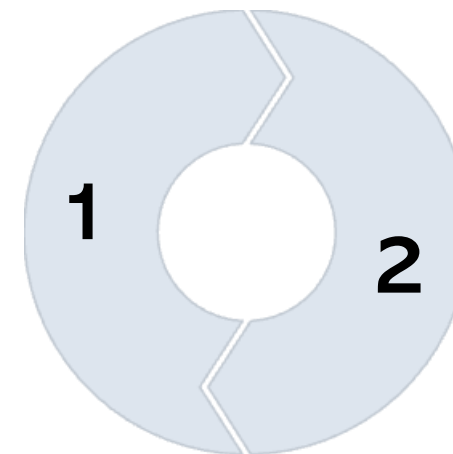
Ensuring benefits reach all sectors of Sint Maarten's economy.

Building local capacity through participation in World Bank-funded projects.

Ensuring that projects are strategically planned in ways that are sustainable and resilient to future disasters.



**Local Economy**



**NRPB's  
Procurement  
Mission**

# Legal Framework Overview

1

## Binding Agreements

Legal framework between Sint Maarten and the World Bank.

2

## Core Principles

Regulations ensure fairness, efficiency, transparency, and value for money.

3

## Recent Changes to Procurement Regulations

Introduction of rated criteria and early market engagement.

4

## Long-Term Benefits

Competitive procurement builds sustainable economic growth.



## Role of the Bank



Ensure funds are used only for the purpose for which they were granted

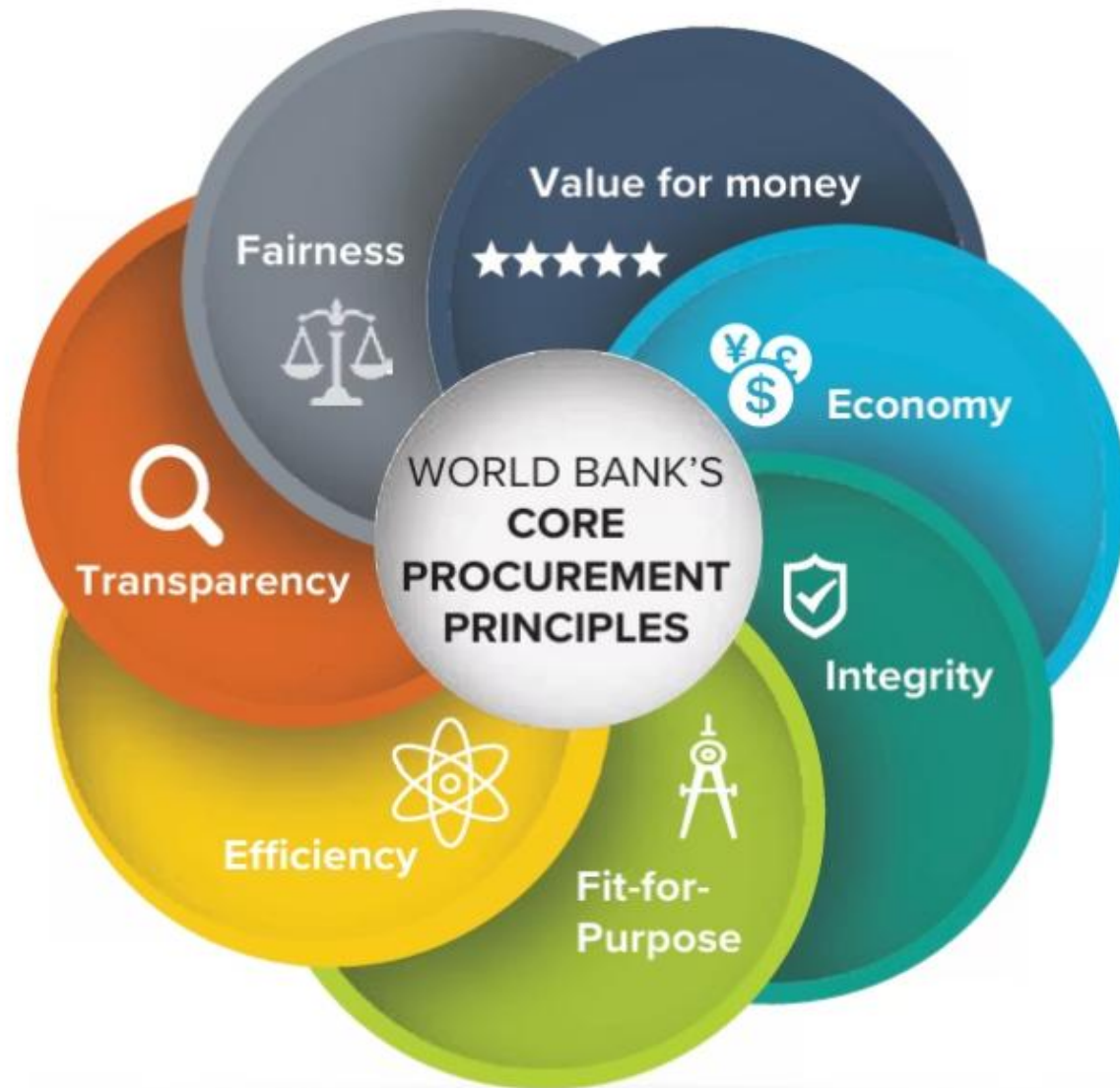


Provide oversight with prior and post procurement reviews



Provide Borrowers implementation support

# World Bank Procurement Regulations



## Fairness

Ensure fairness in public projects.

## Efficiency

These regulations promote efficiency in project execution.

## Quality

Quality standards are maintained through these regulations.

## Local Economic Benefit

These regulations contribute to local economic growth.

## Business Growth

For businesses looking to expand, these regulations offer support.

## Public Funds Safeguarding

Public officials can ensure the protection of public funds with these standards.

## Better Results

Overall, these standards lead to improved outcomes for all stakeholders.





## Role of the Borrower



Prepare Procurement Strategy



Plan procurement



Seek offers from market



Evaluate offers and determine  
the Most Advantageous Bid /  
Proposal



Award, sign, and manage  
contracts

# Common Misconceptions



## "Only large firms can win"

Local firms of all sizes have successfully competed for contracts.



## "Too much paperwork"

Documentation ensures transparency but has been streamlined.



## "International bias"

Local knowledge is valued and often provides competitive advantage but it cannot trump Value for Money. However, the WB is considering requiring main contractors to use at least **30% of the main contract price to be used for local labor**



# Q&A: Legal Framework



## Audience Participation

Opportunity to clarify questions about World Bank procurement regulations.



## Expert Responses

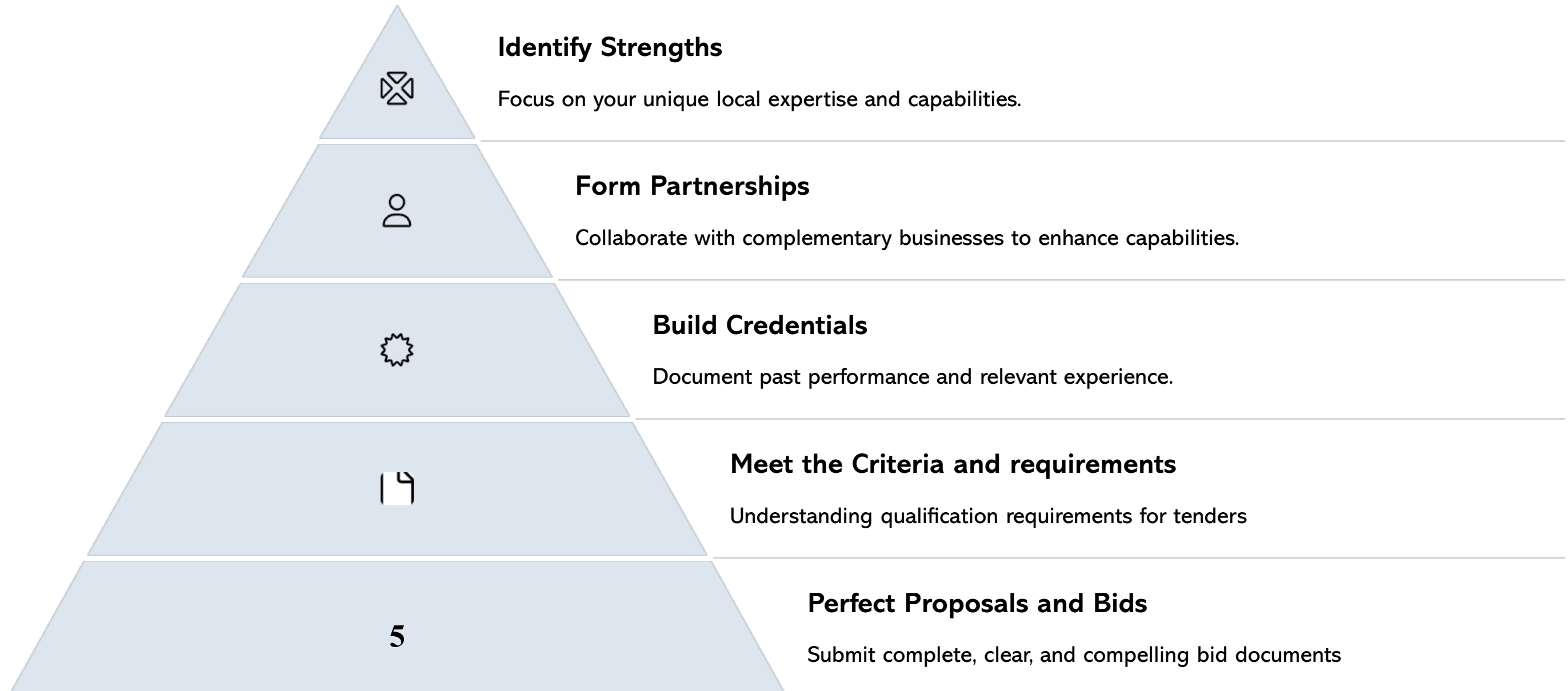
Direct answers from the World Bank Procurement Practice Manager.



## Reference Materials

Handouts available with key regulation summaries.

# Success Strategies for Local Firms



# Advice for Preparation



## Be Informed

Research the country, project, processes, and competition thoroughly.



## Build Partnerships

Identify local partners for joint ventures. Previous experience is critical.



## Understand Context

Learn local customs, laws, and markets. Address specifications fully.



## Be Timely

Submit high-quality bids on time. Contact agencies for clarifications.





# Preparing Your Bid



## Make Pre-Proposal Visit

Attend site visits and pre-bid meetings. **Site visits cannot be mandatory as per WB Regulations**



## Address Requirements Fully

Respond to all technical specifications. Innovate where possible.



## Propose Strong Team

Include qualified experts and an experienced Project Manager.



## Highlight Experience

Cite relevant technical and regional experience. Partner with local firms.





# Final Submission Checklist

## Security & Signatures

- Verify bid security amount and validity
- Include proper signatures and power of attorney
- Attach joint venture agreement if applicable

## Documentation

- Include all required references
- Ensure all supporting documents are attached
- Signed CV's for Key experts

## Presentation

- **DO NOT include Financial bid info in technical submission.**
- Place discounts in covering letter
- Submit a professional, complete proposal

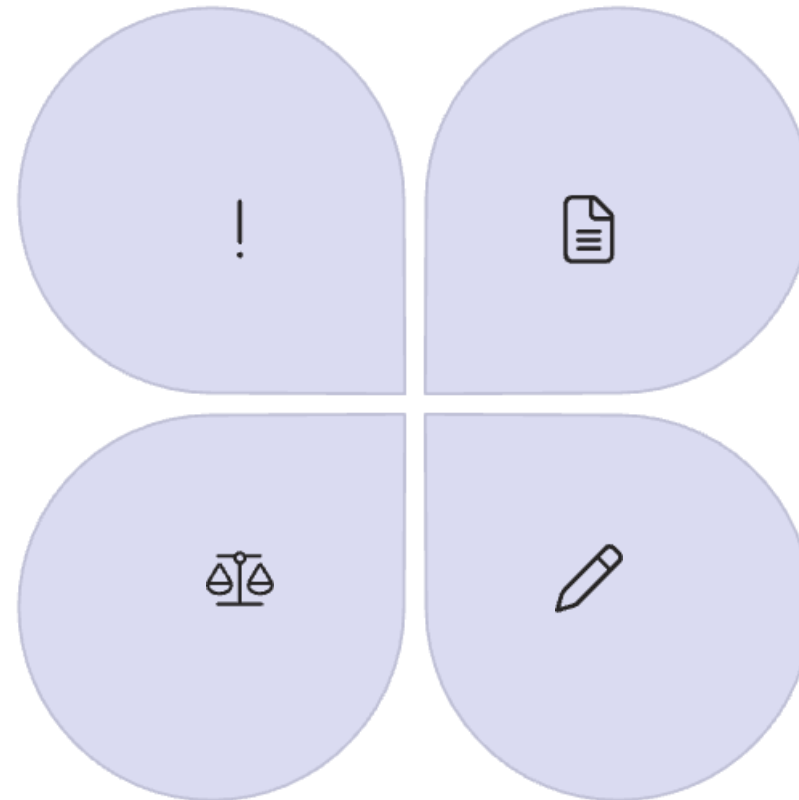
# Common Pitfalls to Avoid

## Security Issues

Missing or insufficient bid security is a common reason for rejection.

## Conflicts of Interest

JV partners in multiple bids or other conflicts will disqualify you.



## Documentation Gaps

Incomplete bids or missing supporting documents will disqualify you.

## Signature Problems

Unsigned bids or improper authorization leads to immediate rejection.



# Contract Awards Since 2019



# Examples from Past Tenders

Project Type	Local Firm Role	Success Factors
School Repairs	Design Firm Prime Contractor	Local knowledge, competitive pricing
Home Repairs	Design Firm Prime Contractor	Equipment resources, workforce
Emergency Services	Subcontractor	Specialized expertise, rapid mobilization





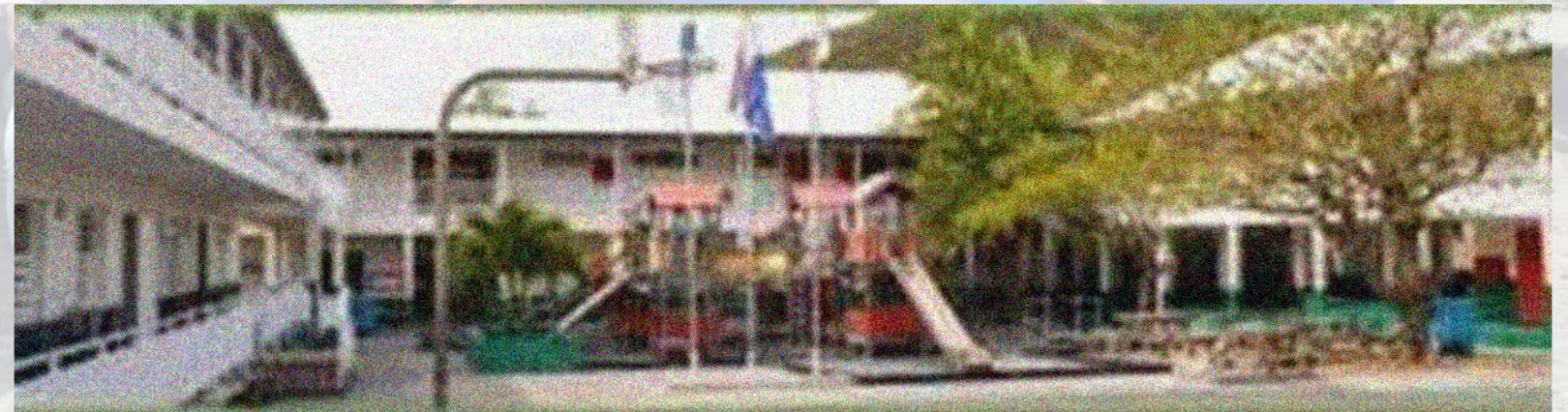
# Local Success Stories



Over 290 MSME's funded through ESP project



Sister Borgia School

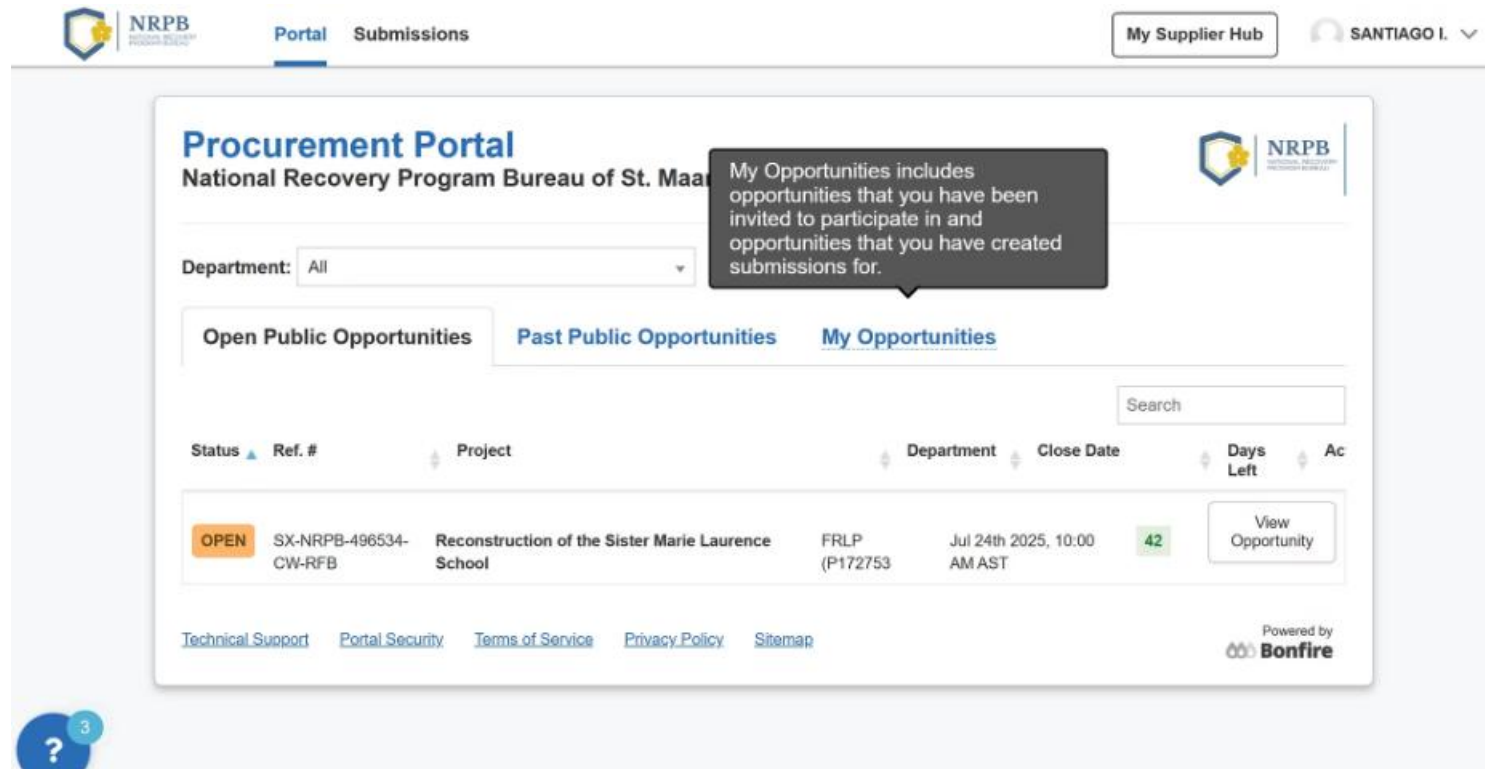


Sister Magda School

Local firms have successfully won and implemented key recovery projects across Sint Maarten.



# Upcoming Tender Opportunities



**VISIT THE SUPPLIERS' HUB ON THE WORLD BANK'S PROJECT PROCUREMENT WEBSITE**



- › Explore a full list of current and upcoming **business opportunities**
- › Consult procurement **guidelines and policies**
- › Stay informed about upcoming and past procurement **events, webinars, and information sessions**
- › **Sign up for email alerts** from the World Bank to stay informed about updates to projects, including new procurement notices, based on your indicated interests



# NRPB Procurement Manual

**1**

## **Purpose**

Comprehensive guide to NRPB procurement processes and requirements.

**2**

## **Access**

Available online for all potential bidders.

**3**

## **Contents**

Step-by-step procedures, templates, and governance.

## What is and e-GP or e-procurement system? How does it benefit buyers and bidders?

### Bonfire e-Procurement: Revolutionizing Buying & Markets

- Cloud-based, collaborative e-procurement platform
- Runs \$1B+ in supplier decisions monthly
- Trusted by public agencies across North America

### Buyer Benefits: Speed, Collaboration, Insight

- Streamlines RFx and bidding, runs projects 50% faster
- Cuts procurement admin workload, saves average 12% in costs
- Enables rich online evaluation for deeper decision analysis
- Centralizes data, improves audit trails and compliance

### Market Impact: Transparency & Access for All

- Digitizes procurement, fosters fair vendor competition
- Makes procurement more accessible for suppliers (easy submission)
- Enhances transparency and public confidence in sourcing



# Bonfire e-GP System

## Digital Platform

Online system for accessing and submitting procurement documents.







**Bonfire** [My Agencies](#) [Account Settings](#) [My Tasks](#)


### My Agencies

Here you can find the agencies you do business with - note that if you have view here.

Q Search

☐ Select all Sort by: Date Created

<input type="checkbox"/>	 <b>Laredo Independent School District 901</b>	 <b>Date Created</b> 2025-06-05	 <b>Status</b> Incomplete
<input type="checkbox"/>	 <b>National Recovery Program Bureau of St. Maarten</b>	 <b>Date Created</b> 2025-03-26	 <b>Status</b> Complete

 **NRPB**  
NATIONAL RECOVERY PROGRAM BUREAU

[Portal](#) [More](#) [My Supplier Hub](#)

## Procurement Portal

National Recovery Program Bureau of St. Maarten


Department: All

[Open Public Opportunities](#) [Past Public Opportunities](#) [My Op](#)

Search

Status	Ref. #	Project		Depa
OPEN	SX-NRPB-496534-CW-RFB	Reconstruction of the Sister Marie Laurence School	FRLP (P172753	Jul 24th 2025, 9:00 AM -05

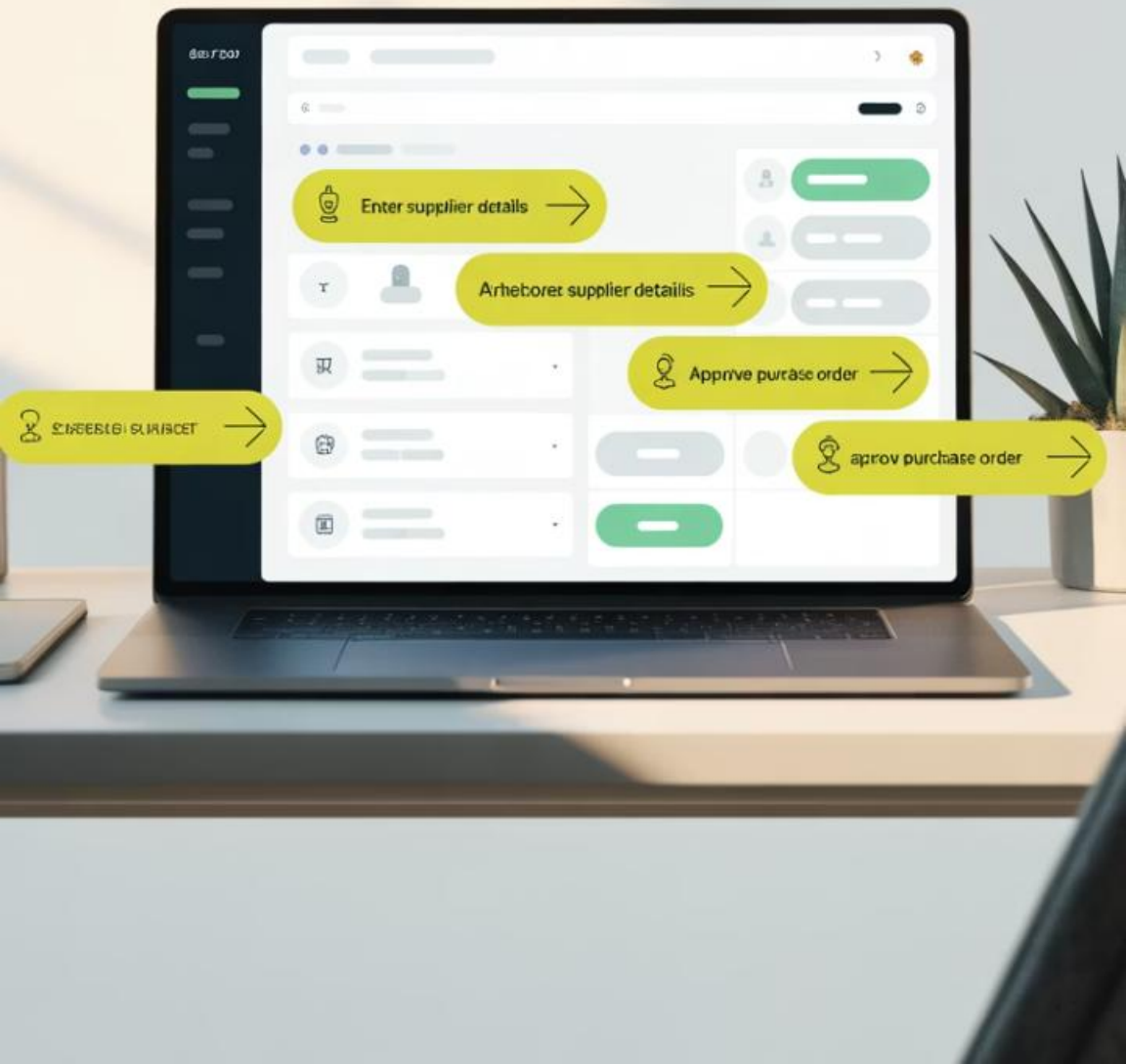
[Technical Support](#) [Portal Security](#) [Terms of Service](#) [Privacy Policy](#) [Sitemap](#)

 3

## User Access

Simple registration process for vendors to join the platform.

# “Procurement Software Tutorial”



## How to Use Bonfire



### Register

Create your vendor account.



### Browse

View available opportunities.



### Download

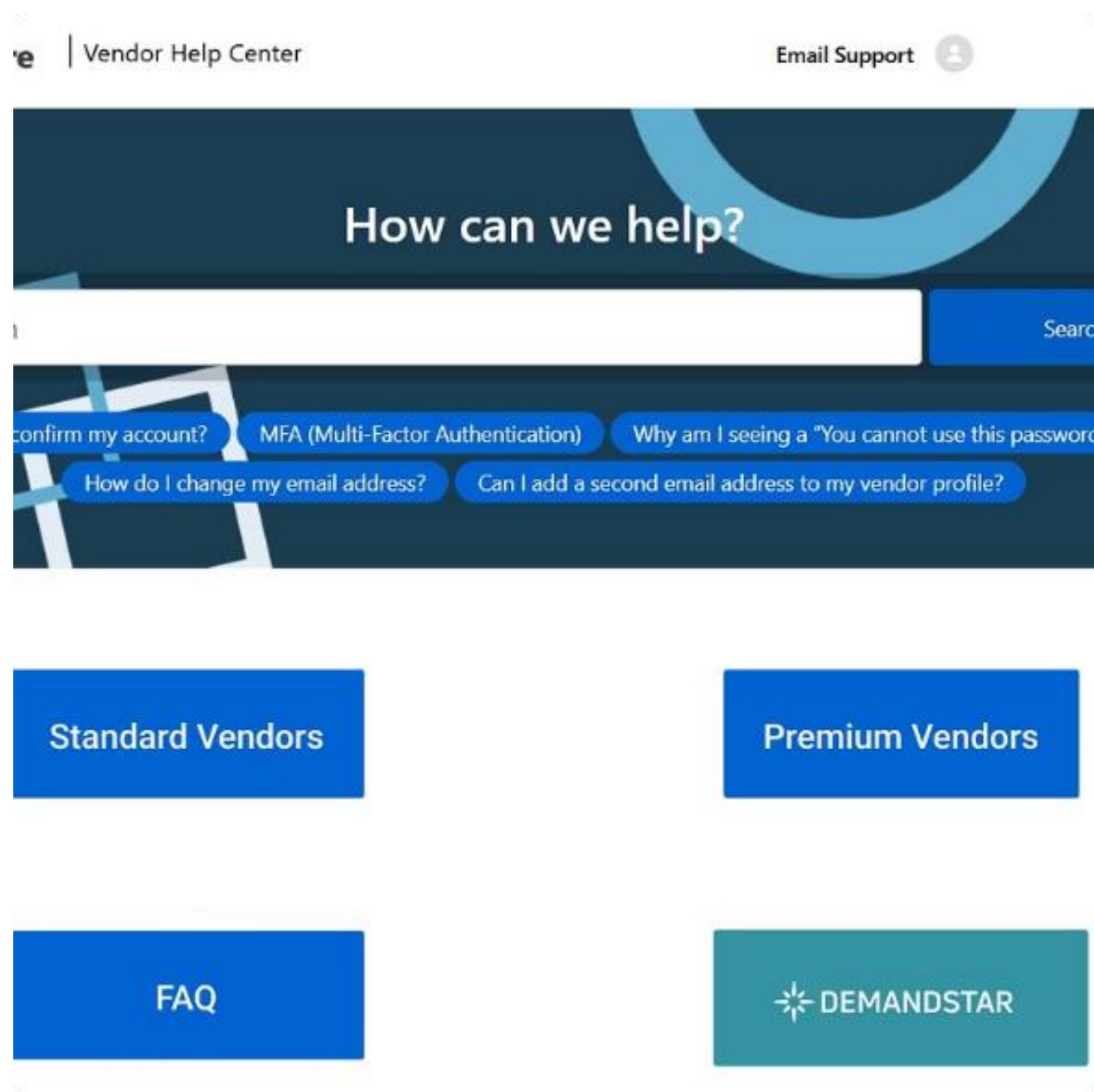
Access tender documents.



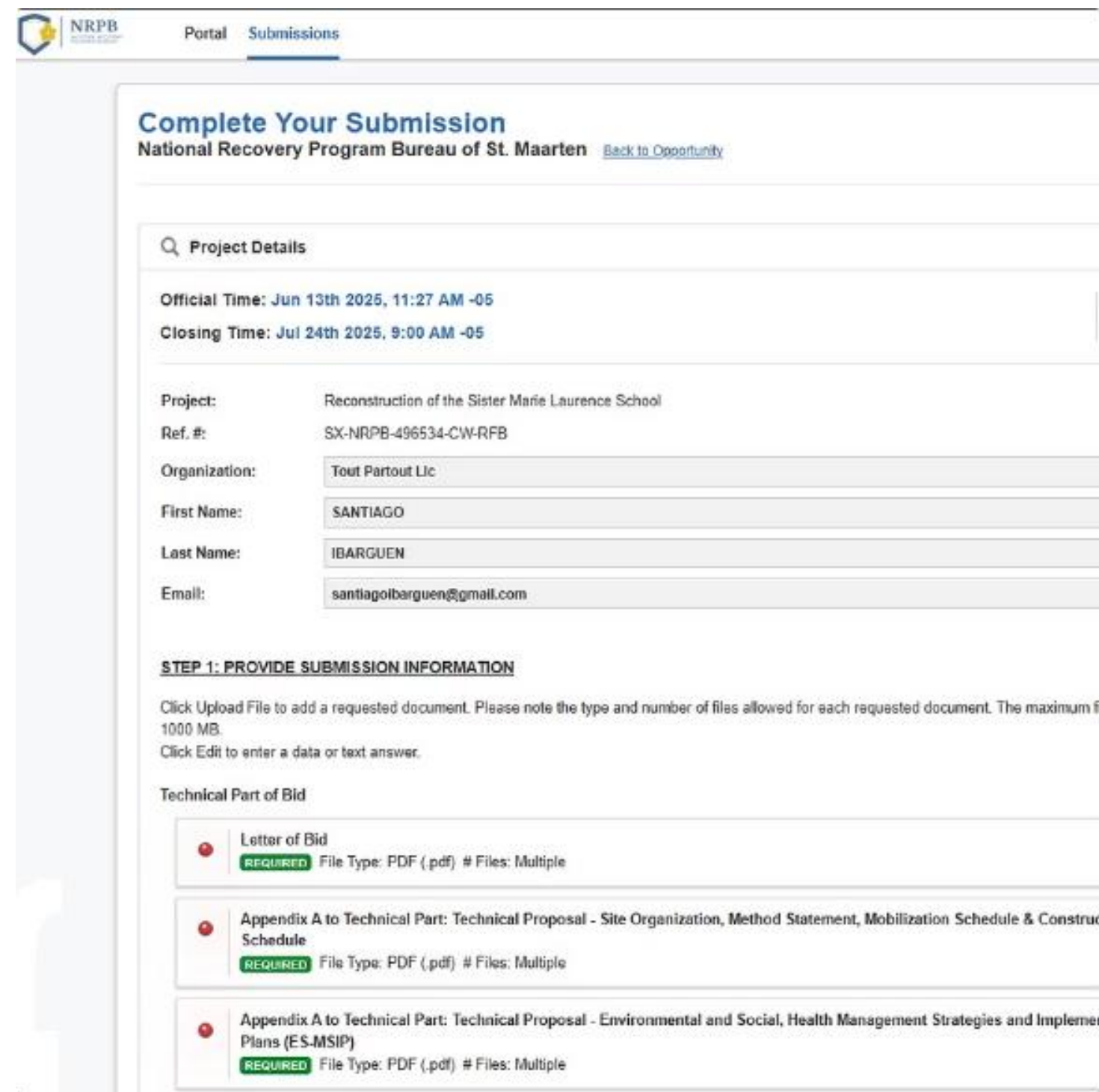
### Submit

Upload your proposal.

Bonfire e-GP System



Enhanced and continuous support from Help desk and online resources



**Submission Process**  
Secure electronic submission of all bid documents.



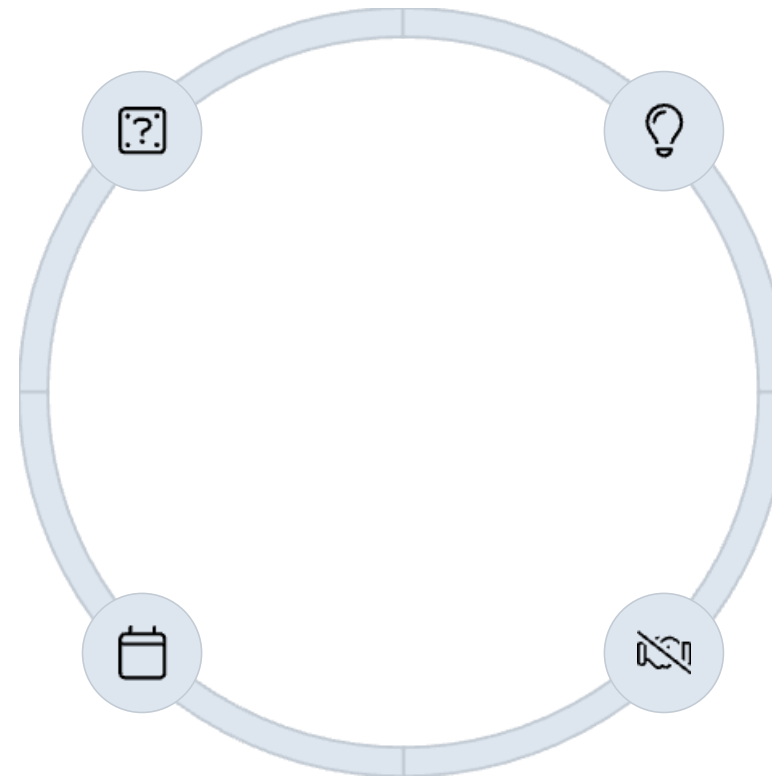
# Open Forum: Questions & Feedback

## Procurement Process

Questions about bidding procedures and requirements.

## Timelines

Questions about upcoming tender schedules.



## Suggestions

Ideas for improving accessibility for local firms.

## Partnerships / Joint Ventures (JV)

How to's

# 6<sup>TH</sup> **NRPB** MARKET

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# Closing Remarks & Next Steps

1

## Review Materials

Access the procurement manual and presentation slides online.

2

## Register on Bonfire

Create your account to receive notifications about new opportunities.

3

## Attend Training

Join upcoming workshops on specific procurement topics.

4

## Stay Connected

Follow NRPB updates through website and social media channels.





# Additional Resources:



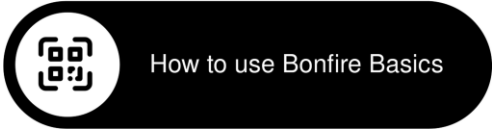
NRPB Procurement Manual



World Bank Procurement suppliers hub



BONFIRE Vendors support



# How to prepare a fully compliant Bid

Bid documents will consist of the Drawings, Specifications, Bills of Quantities and the general and special conditions of contract.



# Winning Bid... Luck or due diligence?

Preparation of a Tender, costs money and effort. Therefore, you want to prepare a winning bid.

## What will disqualify your bid?

1. Late submission
2. Missing Bid Securing Declaration (in lieu of Bid Bond)
3. Missing required documents
4. Alteration of quantities in the BoQ
5. Pricing alternates and not what is specified
6. Conditional bids
7. Evidence of collusion, Bid rigging, etc...

## What you need to do to prepare a winning bid?

1. Complete the bid exactly as required
2. What are your strengths, price those items aggressively
3. Make sure that you get bids from the subcontractors being used by other bidders
4. Try and fix a realistic contract time period but not a conservative time period
5. Ask suppliers with whom you work consistently to provide discounts
6. Ask suppliers for cash discounts (may require payment up front)
7. If the project is Duty free try not to buy any materials on the local market or let the local supplier import it for you on a commission basis
8. Negotiate a project shipping rate with the shipping company
9. Consolidate imported materials at the shipping company warehouse
10. Negotiate better prices for Ready mix concrete, Blocks, sand, stone and Cement



# Know the project fully and be aware of your own abilities & take the time to plan all aspects of the project.

## Factors which affect a bid

On site non-productive costs (aka Preliminaries)

1. Recurrent costs, what management and services you wish to place on site
2. Fixed costs or one-time costs
3. Time of completion and its effect on recurrent costs
4. Definition and Pricing of Provisional sums and Prime cost sums
5. Pricing of Nominated subcontractors
6. Owned equipment
7. Head Office costs versus Annual Turnover
8. Do you need this project to sustain your business? If so what should be your Profit expectation

## You have now won the Bid

1. Review all the bids received (Public Opening) and do a comparative analysis of the weakness and strengths of your bid
2. Plan the human resources this particular project needs in order to complete the project on time. Identify Key personnel
3. Review equipment requirement and identify key plant needs
4. Review owned, rental or new purchase plant
5. Revisit the local supplier prices. You are in a better position now to get a better price
6. Review your BoQ and set up a construction Budget stripped off the profit. Set up goals for field staff and Bonus targets
7. Set up a baseline program
8. Review all construction drawings from buildability perspective and send out request for information (RFI), where clarity is required

# Cash required and financing required for site setup

## **Local and imported material schedules, Financing and Reporting procedure.**

1. Thoroughly review contract documents, drawings, specifications, and E&S requirements
2. Evaluate mobilization payment and security requirements
3. Create material schedules with timeline and consolidate imports to reduce costs
4. Prepare list of materials requiring Client Approval
5. Design efficient site layout minimizing movement of labor and materials
6. Position site office strategically with visibility of site operations
7. Assess security needs (human vs. electronic) and site boarding
8. Establish worker employment documentation
9. Implement comprehensive safety protocols, equipment, and mandatory meetings
10. Develop project cash flow based on program schedule
11. Calculate cash requirements for overseas orders considering payment delays (45-60 days) and retention
12. Implement weekly reporting system for program tracking and target setting

# Financial Management, cost check, profitability

## Effective cost control and financial monitoring procedures:

1. Implement robust accounting systems.
2. Maintain and monthly update material inventory.
3. Submit monthly invoices on fixed dates, including subcontractor claims.
4. Update project schedule monthly.
5. Generate monthly cost reports, review preliminaries expenditure.
6. Compare revenue against costs at month-end.
7. Document progress with monthly photographs for invoicing.
8. Establish fixed payment dates for suppliers and subcontractors.
9. Conduct weekly performance reviews against targets.
10. Adjust resources and schedules promptly to avoid delay penalties.
11. Maintain dated RFI register.
12. Document all delay notices as specified in contract conditions.
- 13. Submit comprehensive weekly progress reports to Supervision Firm.**



# Execution of contract

## Testing, payment certificates and completion

1. Appoint competent companies for independent testing of in-place materials.
2. Verify reinforcement specifications and obtain mill test certificates before ordering.
3. Secure certification for wind-loaded elements (doors, windows, shutters).
4. Submit required shop drawings for components (roof sheeting, purlin data, A/C equipment, electrical panels).
5. Provide timely notice for CA inspections and maintain proper inspection records.
6. Maintain site diary documenting weather, workforce, and CA instructions.
7. Promptly pursue all extension of time (EOT) notices.
8. When EOT is granted, calculate costs and extend insurances accordingly.
9. Ensure timely issuance of payment certificates to establish entitlement.
10. Resolve disputes privately when possible to avoid costly external intervention.
11. Address defects immediately and prepare a pre-inspection defect list before requesting practical completion.
12. Obtain commissioning reports for all equipment.
13. Request practical completion inspection only when project is ready for intended use.
14. Begin demobilization after practical completion certificate, leaving site clean.
15. Collect all warranties from suppliers and subcontractors.

# Closing out the contract

You have successfully completed the contract

1. As built documentation
2. Defects Liability period
3. Fixing of defects during defects Liability period
4. Closing out the project
5. Final Income and expense report for internal use
6. Review of budgeted profit vs. actual profit or loss
7. Final application of payment
8. Final review of the project with the site team and lessons learnt
9. Keeping the project documentation for the period of Statute of Limitation
10. Contractor's Liability ends at Statute of Limitations
11. Insurance to the Statute of Limitations and cost thereof