

Ministero degli Affari Esteri e della Cooperazione Internazionale

ADB ASIAN DEVELOPMENT BANK

ITALIAN TRADE AGENCY

hanno il piacere di invitarVi a

SEMINARIO IN PRESENZA

ADB'S PROCUREMENT OF SERVICES & GOODS

7 Novembre 9:30 AM CET

REGISTER NOW

ADB

KEIKO KOISO
Senior Procurement Specialist @ ADB

TORINO NH LINGOTTO | Via Nizza, 262 - Torino | Sala Scrigno

7 November - 9:30 am CET

Location: **TORINO | NH Lingotto, via Nizza 262 | Sala Scrigno**

PROGRAM

h.09.30 - 09.45 **Institutional welcome and introduction**

h.09.45 - 10.15 **Asian Development Bank - activities, departments, regions, project cycle, principles**

Keiko Koiso - Senior Procurement Specialist at ADB

h.10.15 - 11.00 **Consulting services - how to work with the ADB**

Potential for contracts with the Bank or directly with national governments. Selection methods and engagement of consulting firms and individual consultants engagement. ADB's Consultant Management System (CMS).

h.11.00 - 11.20 **Coffee break**

h.11.20 - 12.20 **Introduction to the procurement of Goods**

General principles; Procurement process; Key steps; Advice to bidding firms; Common issues encountered; Walk through a standard bidding document for Goods; Focus on

key evaluation and contract information. Possible exercise on: (i) Reviewing and responding to Evaluation Criteria, and/or (ii) Contents of a bid.

h.12.20 - 13.15 Responding to the RFQ opportunities of the Bank. Practical guidance

How to read/examine and respond to requests for Expressions of Interest (EOI) and Requests for Proposals (RFP). Transparency, team structure, local knowledge and prior ADB experience.

h.13.15 - 13.30 Q&A Session

h.13.30 - 14.15 Lunch

h. 14.15 - 16.00 Meetings between representatives of the Bank and companies