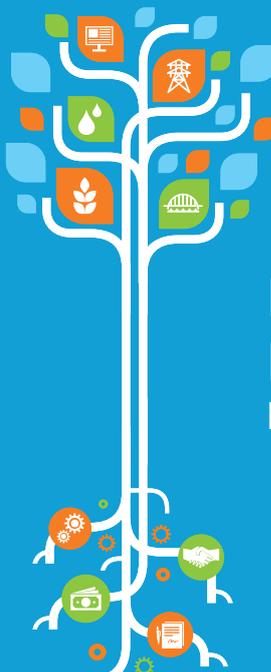


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ADB

Procurement of Goods, Works and Non-consulting Services

Business Opportunities in ADB-Financed Projects

BUSINESS OPPORTUNITIES

1

ADB New Procurement Framework (NPF) 2017



Agreement Establishing
The Asian Development Bank
("ADB Charter")

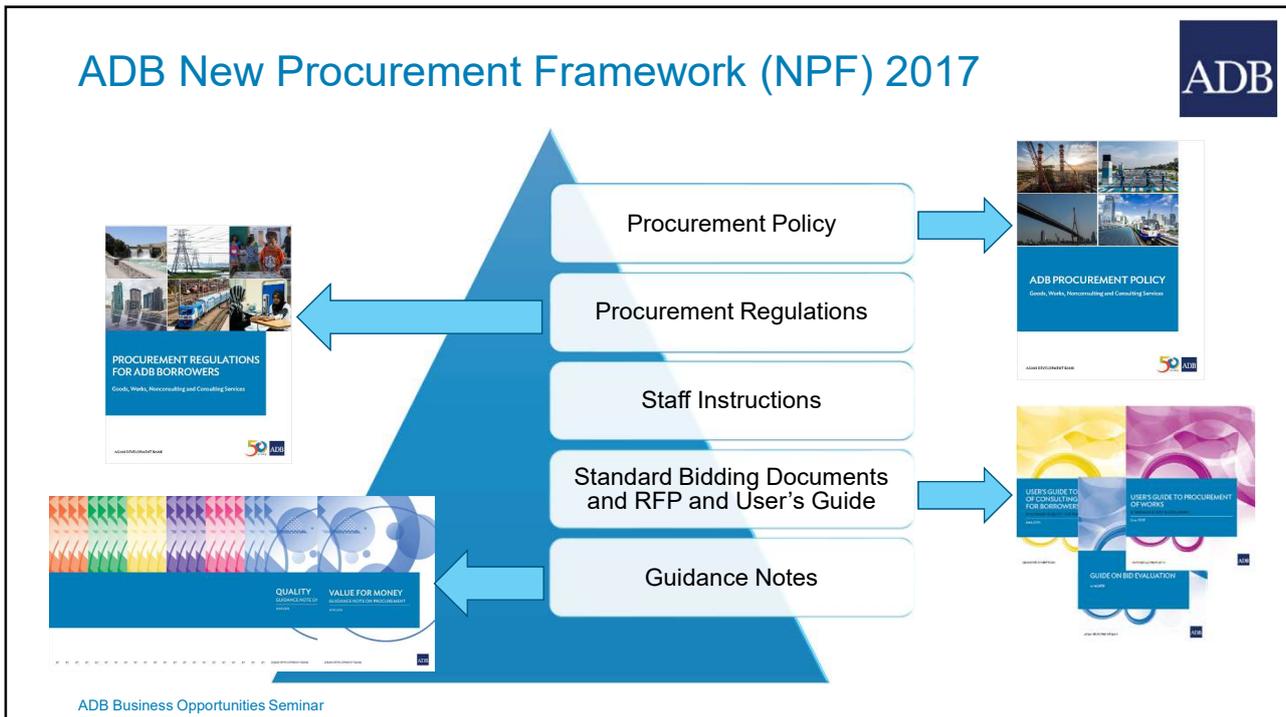
Agreement Establishing the ADB
"ADB shall take the necessary measures to ensure that the proceeds of any loan made, guaranteed or participated in by ADB are used only for the purposes for which the loan was granted and with due attention to considerations of economy and efficiency"

(Chapter III, Article 14, Operating Principle xi)

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2

2

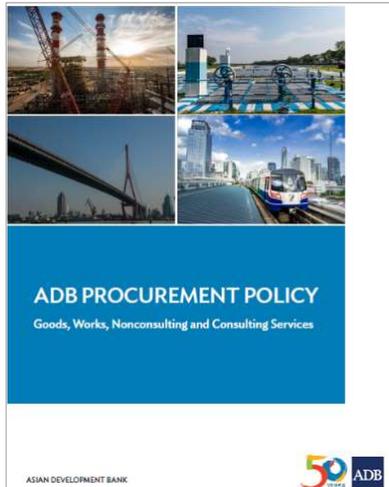


3



4

ADB Procurement Policy

- Approved by ADB Board of Directors
- Core procurement principles
- Required for project financed by ADB

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ADB Procurement Policy



- | | |
|--------------------------------------|---|
| I. Purpose | IX. Accountability |
| II. General Considerations | X. Noncompliance |
| III. Core Procurement Principles* | XI. Complaints |
| IV. Fitness for Purpose | XII. Alternative Procurement Arrangements |
| V. Eligibility* | XIII. E-procurement* |
| VI. Development of Domestic Industry | XIV. Procurement Plan |
| VII. Integrity* | XV. Procurement for Nonsovereign Operations |
| VIII. Conflict of Interest* | |

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Core Procurement Principles (III)



Prescriptive → Principle based



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7

Eligibility (V)



To be eligible to participate in procurement for contracts financed by ADB, the bidder, and *all parties constituting the Bidder*..

- shall have the nationality of an eligible country;
- shall not have a conflict of interest;
- shall not be under temporary suspension or debarment by ADB
- and shall not be excluded by an act of compliance with the decision of the UN Security Councils

The materials, equipment, and services to be supplied under the Contract shall have their origin in eligible source countries

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Eligibility (V)



Any conditions for participation shall be limited to those that are essential to ensure the bidder's capability to fulfill the contract in question

ADB does not permit a borrower to deny the participation of a bidder for reasons unrelated to its capability and resources to successfully perform the contract, nor does it permit a borrower to disqualify any bidder for such reasons

9

Eligibility (V)



Government-owned enterprises in the Borrower's country *may* participate as a bidder only if specifically agreed by ADB. Such agreement will only be provided if the bidder can establish that they

- can operate as a commercial entity;
- are legally and financially autonomous;
- are not dependent agency of the borrower

Government officials and civil servants in the borrower's country may only be hired if they

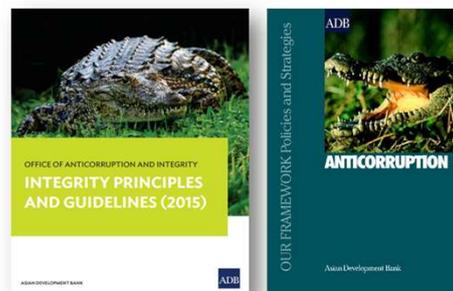
- are not being hired by the agency they were working for immediately before going on leave;
- their employment would not create a conflict of interest.

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Integrity (VII)



- ADB's Anticorruption Policy and Integrity Principles and Guidelines
- Applies to executing and implementing agencies, contractors, consultants, suppliers, ADB staff, and anyone connected to an ADB-financed, -administered, or -supported activity.
- Highest ethics
- Specific definitions for corrupt, coercive, fraudulent, collusive, obstructive practices, and abuse
- ADB has the right to inspect and audit



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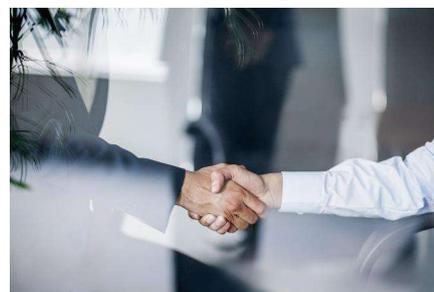
11

11

Respectful Working Environment



- Environment free of unethical or inappropriate behaviors
- Bullying, discrimination, misconduct and harassment, including sexual harassment
- Training provided by contractor and consultant to their staffs is required and to be verified by Employer



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Conflict of Interest (VIII)



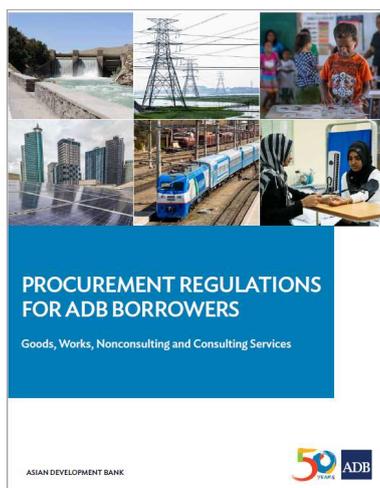
- Interests that could cause undue influence on decision making process
- May be appropriately mitigated
- Bidders or consultants may be considered to have a Conflict of Interest if they have conflicting activities, assignments, relationships, ownerships, i.e.:
 - Participated as a consultant for design/technical specification /project management /supervision of bid package
 - Have common controlling shareholders (sister concern)
 - Have same legal representatives for their bids
 - Submit more than one bid in the bidding process
 - Have relationship with each other, directly or through common third parties, that puts them in a position to have access of information about another bidder or influence the decision of the purchaser.

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ADB Procurement Regulations

- Issued by ADB President
- Details of policies, procedures
- Prior review
- Post review
- International best practices

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ADB Procurement Regulations – Structure



I. Introduction

- Purpose
- General Considerations
- Fitness for Purpose
- Alternative Procurement Arrangements
- Applicability of These Regulations
- Procurement of Contracts Not Financed by the Asian Development Bank
- Eligibility
- Conflict of Interest
- Unfair Competitive Advantage
- Advance Contracting and Retroactive Financing
- Asian Development Bank Review
- Noncompliance, Complaints
- Integrity
- E-procurement
- Procurement Plan
- Procurement for Non sovereign Operations

ADB Procurement Regulations – Structure



II. Procurement Methods and Arrangements

- Open Competitive Bidding
- Limited Competitive Bidding
- Framework Agreements
- Request for Quotations
- Electronic Reverse Auction
- Direct Contracting
- Force Account
- Particular Types of Procurement Arrangements*
- A. Selection of Consultants
- B. Selection of Individual Consultants
- C. Procurement from Specialized Agencies
- D. Procurement in Fragile and Conflict-Affected Situations
- E. Procurement Agent
- F. Support to Governments for Public–Private Partnerships
- G. Procurement of High-Level Technology
- H. Performance-Based Procurement
- I. Community Participation in Procurement
- J. Procurement under Loans Guaranteed by the Asian Development Bank

ADB Procurement Regulations – Structure



- Appendix 1: Value for Money
- Appendix 2: Procurement Planning
- Appendix 3: Open Competitive Bidding Procedure
- Appendix 4: Consulting Services Selection using Open Competitive Bidding
- Appendix 5: Evaluation Criteria and Methodology
- Appendix 6: ADB Review of Procurement Decisions
- Appendix 7: Bidding-Related Complaints
- Appendix 8: Contract Management
- Appendix 9: Roles and Responsibilities in ADB-Financed Projects

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Standard Bidding Documents (SBDs)




- Standardized instructions, templates, contract forms
- Provides consistency and legal certainty
- Best practices and time-tested
- Must be used – with specific ways for customization
- Procurement: 8 UGs, 7 SBDs
- Consultant: 1 UG, 1 RFP

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Guidance Notes

- To operationalize ADB Procurement policy and Regulations.
- Grouped based on topical issues



ADB

GUIDANCE NOTES					
Preparation and Planning	Procurement Methods	Bidding Procedures	New Principles and Practices	Complaints, Compliance, and Eligibility	Specialized Areas
<ul style="list-style-type: none"> • Procurement Risk Framework • Strategic Procurement Planning • Procurement Review • Alternative Procurement Arrangements 	<ul style="list-style-type: none"> • Open Competitive Bidding • Consulting Services Administered by ADB Borrowers • Non-consulting Services Administered by ADB Borrowers • Framework Agreements 	<ul style="list-style-type: none"> • Price Adjustment • Prequalification • Subcontracting • Domestic Preference 	<ul style="list-style-type: none"> • Value for Money • Quality • Contract Management • Abnormally Low Bids 	<ul style="list-style-type: none"> • Bidding-Related Complaints • Noncompliance in Procurement • Standstill Period • State-Owned Enterprises 	<ul style="list-style-type: none"> • Fragile, Conflict-Affected, and Emergency Situations • E-Procurement • Public-Private Partnerships • High-Level Technology

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Procurement Plan

Information on

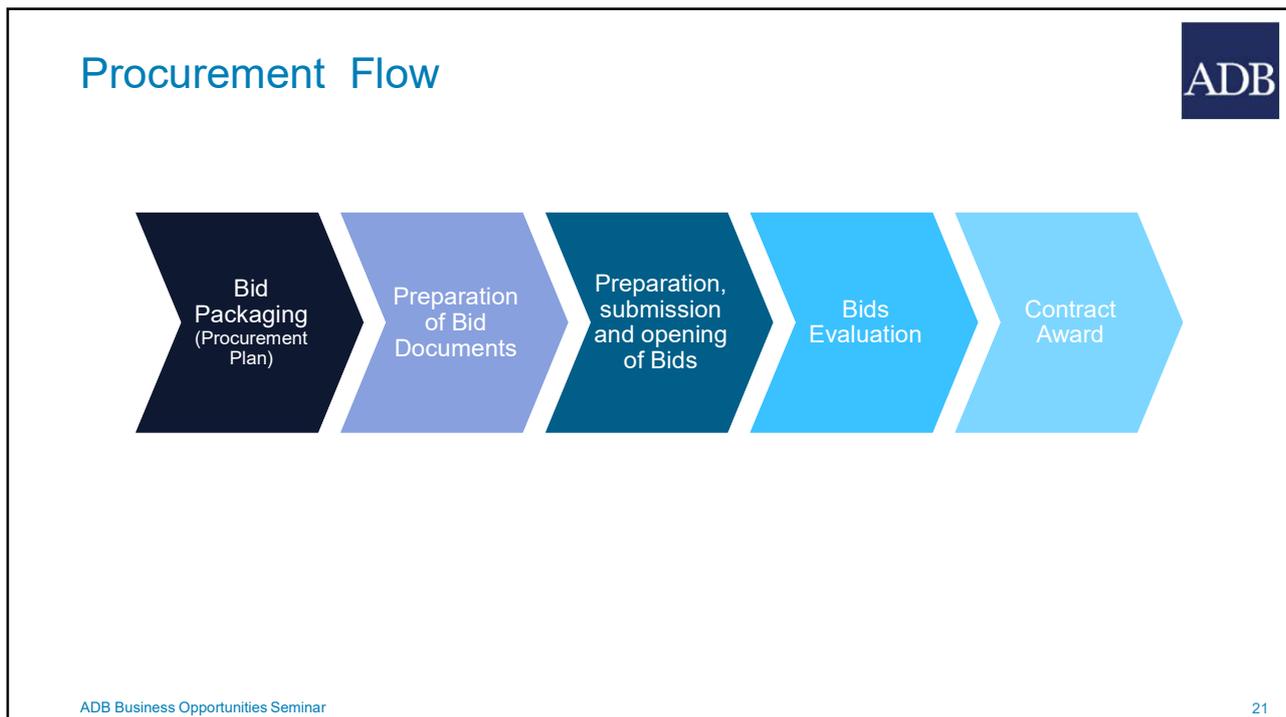
- Contract package for goods, works, and services
- Methods for procurement as agreed in the Financing Agreement
- Standard Bidding Document to be used
- ADB review procedure: prior review or post review
- Date of advertisement

ADB

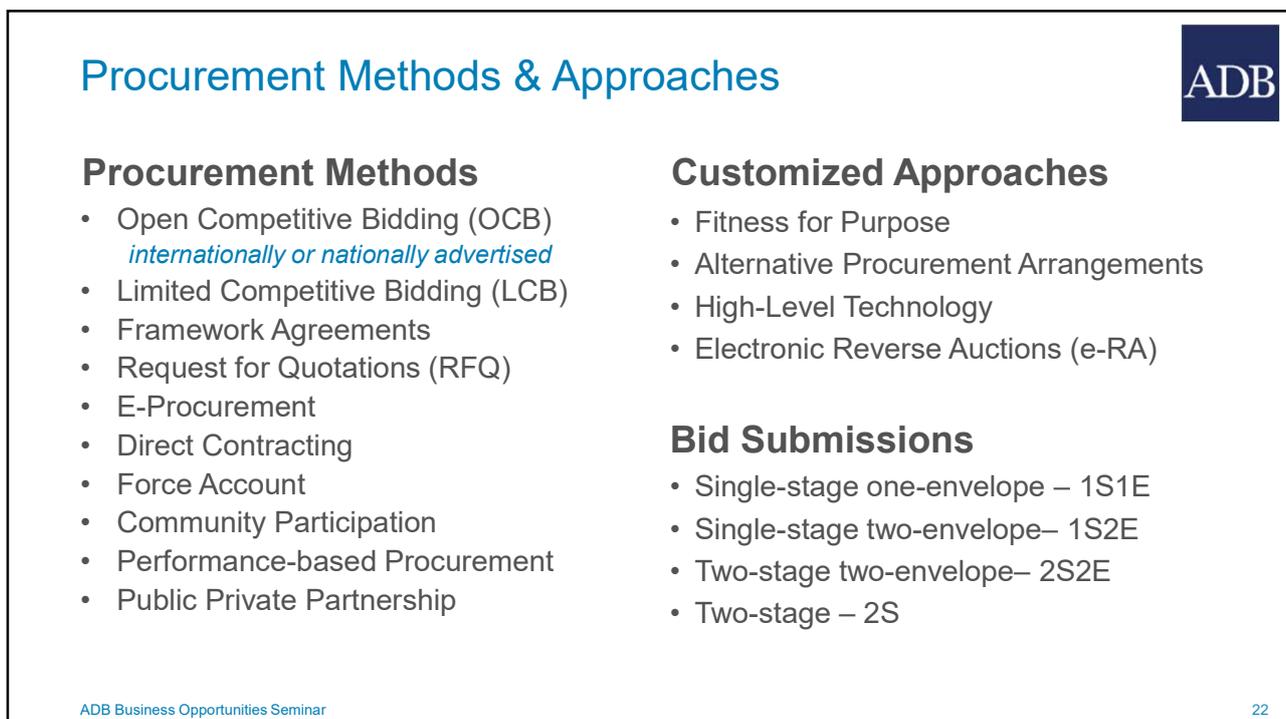
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Procurement Methods

- Open Competitive Bidding (OCB)
internationally or nationally advertised
- Limited Competitive Bidding (LCB)
- Framework Agreements
- Request for Quotations (RFQ)
- E-Procurement
- Direct Contracting
- Force Account
- Community Participation
- Performance-based Procurement
- Public Private Partnership

Customized Approaches

- Fitness for Purpose
- Alternative Procurement Arrangements
- High-Level Technology
- Electronic Reverse Auctions (e-RA)

Bid Submissions

- Single-stage one-envelope – 1S1E
- Single-stage two-envelope– 1S2E
- Two-stage two-envelope– 2S2E
- Two-stage – 2S

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Procurement of Goods or Works or Non-consulting Service



Nature	Supply of Goods, Civil Works, Services (non-consulting), Turnkey (design-supply-install), etc.
Size	Depends on magnitude, nature, location, market condition
Contract	Unit Price, Lump Sum, Hybrid
Slicing	A bid package consists of multiple lots
Method	OCB, LCB, RFQ (previously shopping), Direct Contracting, etc.
Qualification	Pre-qualification or Post-qualification
Bid submission	1S1E, 1S2E, 2S2E, 2S

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Open Competitive Bidding (OCB)



	International Ads	National Ads
Amount	Works/Turnkey/DBO > \$ 40M, Goods > \$10M (*)	\$100K to below OCB (international) as per nature of work <ul style="list-style-type: none"> Local companies have capacity Lack of international interests
Bid Document	ADB's SBD	ADB's SBD or as per agreement <ul style="list-style-type: none"> Local language, local bank (bid securities), local currency is allowed
IFB	Local English newspaper of national circulation or freely accessible website in English, ADB website	Local newspaper of national circulation or freely accessible website <ul style="list-style-type: none"> All eligible bidders (national & international) can participate
Bid preparation	≥ 42 days from IFB	≥ 30 days from IFB

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Review Conducted by ADB



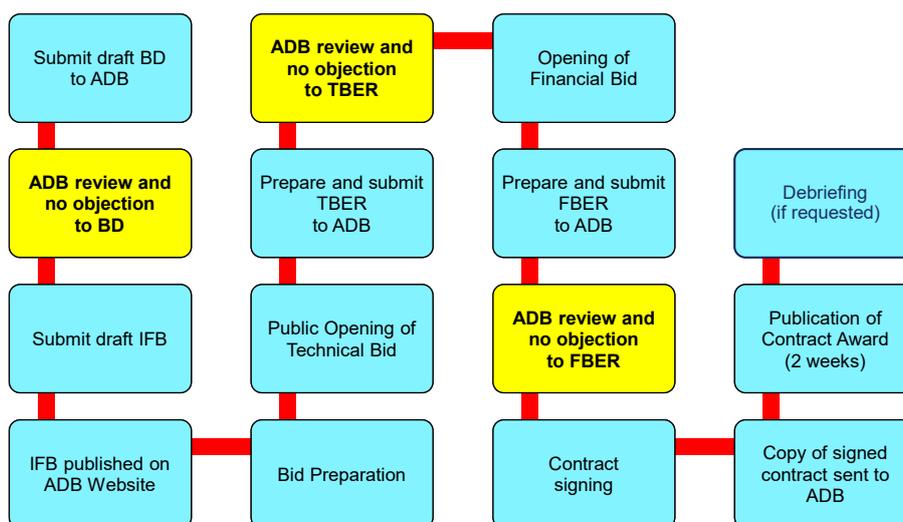
Prior Review

- Procurement Plan
- Bid Documents
- Tender advertisement
- Technical Bid Evaluation Report
- Price Bid Evaluation Report and contract award recommendation
- Extension of bid validity
- Tender cancellation
- Complaint
- Contract modification and variation

Post Review (sampling)

- As per capacity assessment
- Prior review of 1st set of BD
- All procurement documents to be promptly submitted after completion
- Sampling & response w/i 6 months
- Records kept for 2 years

Procurement Schedule (OCB, 1S2E, post-qualification)



Finding Business Opportunities



Long-term planning

- Country
 - Country Partnership Strategy (CPS)
 - Country Operations Business Plan (COBP)
- Sectors
 - Projects
 - Procurement Plans

Short-term planning

- Specific Procurement Notices
 - Invitation for Prequalification
 - Invitation for Bids
- Hop-on Opportunities
 - Prequalified Contractors
 - Contracts Awarded

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Finding Business Opportunities - COBP



Country Operations Business Plan

August 2020

India
2021–2023

This document is being disclosed to the public in accordance with ADB's Access to Information Policy.

Asian Development Bank

8 Appendix 3

Project/Program Name	Sector	Poverty Targeting	Operational Priority	Division	Year of TRTA/ PRF	Total*	Cost (\$ million)				Gov't	Co-finance	
							Regular	OCR	COL	ADF Grants			
11. Chennai Metro Rail Investment Program (tranche 1)	TRA	GI	OP2, OP3, OP4, OP6	SATC	2020	754.3	250.0	0.0	0.0	250.0	214.3	300.0 ⁰	
12. Delhi-Meerut Regional Rapid Transit System Investment Program (tranche 2)	TRA	GI	OP2, OP3, OP4, OP6	SATC	2018	500.0	0.0	0.0	0.0	0.0	0.0	500.0 ⁰	
13. Manipur State Roads Improvement Project (PRF) ¹	TRA	GI	OP1, OP5	SATC		5.0	5.0	0.0	0.0	5.0	0.0	0.0	
14. State Road Safety Incentive Program (RBL)	TRA	GI	OP2, OP4, OP6	SATC	2020	1,000.0	500.0	0.0	0.0	500.0	500.0	0.0	
15. Aizawl Sustainable Urban Transport Project (PRF) ²	TRA	GI	OP1, OP2, OP3, OP4, OP6	INRM		5.0	5.0	0.0	0.0	5.0	0.0	0.0	
16. Tamil Nadu Industrial Connectivity Project	TRA; IND	GI	OP1, OP3, OP4, OP5, OP7	SATC	2019	691.5	484.0	0.0	0.0	484.0	207.5	0.0	
17. Partnership Project for Development of Infrastructure	WUS	SI	OP1, OP2, OP3	SAUW	2019	264.0	166.0	72.0	0.0	0.0	72.0	10.0	0.0
18. Integrated PRF for Tourism and Sports Infrastructure Development in Mizoram (PRF) ³	WUS	GI	OP1, OP4, OP6	INRM		2.0	2.0	0.0	0.0	2.0	0.0	0.0	
19. Improving Readiness of Infrastructure Development Projects in Nagaland (PRF) ⁴	WUS	GI	OP1, OP3, OP4, OP6	INRM		2.5	2.5	0.0	0.0	2.5	0.0	0.0	
20. Inclusive, Resilient, and Sustainable Housing for Urban Poor in Tamil Nadu	WUS	GI	OP1, OP2, OP3, OP4, OP6	SAUW	2019	214.3	150.0	0.0	0.0	150.0	64.3	0.0	
21. Integrated Urban Flood Management for the Chennai-Koosathalayar Basin Project	WUS	GI	OP1, OP3, OP4, OP6	SAUW	2019	358.9	251.2	0.0	0.0	251.2	107.7	0.0	
22. Inland Urban Resilience and Livability Improvement Project	WUS	GI	OP1, OP2, OP3, OP4, OP6	SAUW	2019	157.2	110.0	0.0	0.0	110.0	47.2	0.0	

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Finding Business Opportunities – Project Information



 ASIAN DEVELOPMENT BANK

WHO WE ARE WHAT WE DO WHERE WE WORK WORK WITH US COVID-19 Search

PROJECTS & TENDERS Projects Documents Tenders

Refine by Tamil Nadu Industrial Connectivity Learn More About ADB Projects

COUNTRY Results 1-1 of 1 RSS Sort by

India Tamil Nadu Industrial Connectivity Project Project Glossary

SECTOR 51337-001; India; Transport

Transport

 ASIAN DEVELOPMENT BANK

WHO WE ARE WHAT WE DO WHERE WE WORK WORK WITH US COVID-19 Search

India: Tamil Nadu Industrial Connectivity Project

Sovereign (Public) Project: 51337-001 Status: Approved

[Overview](#) [Project Data Sheet](#) [Documents](#) [Stories](#) [Tenders](#)

The project will upgrade and maintain about 590 kilometers (km) of 16 state highways to (i) enhance transport connectivity and facilitate industrial development in line with the regional economic corridor development plan for the Chennai -Kanyakumari Industrial Corridor (CKIC), and (ii) improve the road network's sustainability through performance-based maintenance (PBM). The project will also include initiatives to build institutional capacity in the Tamil Nadu Highways and Minor Ports Department (TNHD), focusing on its knowledge and research function, road safety improvement, and sector planning capacity.

LATEST PROJECT DOCUMENTS

Title	Date
Project Agreement for Loan 4062-IND: Tamil Nadu Industrial Connectivity Project	Jun 2021
Loan Agreement (Ordinary Operations) for Loan 4062-IND: Tamil Nadu Industrial Connectivity Project	Jun 2021
Tamil Nadu Industrial Connectivity Project: Report and Recommendation of the President	Mar 2021

Project Details

Project Officer
Nakai, Kanzo

South Asia Department
 Request for information

Country
India

Sector
Transport

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Finding Business Opportunities – Procurement Plan



 ASIAN DEVELOPMENT BANK

WHO WE ARE WHAT WE DO WHERE WE WORK WORK WITH US COVID-19 Search

PROJECTS & TENDERS Projects Documents Tenders

Refine by * CLEAR ALL Procurement plans, reports, safeguards, etc.

COUNTRY 51337-001 Search

India Result 1 RSS Sort by

TYPE (1) [Clear] Tamil Nadu Industrial Connectivity Project: Procurement Plan Document Date: 19 Feb 2021

Initial Environmental Examinati...
 Initial Poverty and Social Analy...
 Loan Agreements (Ordinary O...
 Procurement Plans 51337-001; India; Type: Procurement Plans
 Project/Program Administrati...
 Project/Program Agreements
 Reports and Recommendation...
 Resettlement Planning Docum...

LANGUAGE English

YEAR >

Apply

[Tamil Nadu Industrial Connectivity Project \(PPP\) \(51337-001\)](#)

Project Administration Manual

Project Number: P51337-001
Loan Number: LXXXX
March 2021

India: Tamil Nadu Industrial Connectivity Project

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Finding Business Opportunities - Current



The screenshot shows the ADB website's 'Tenders' section. The main navigation includes 'WHO WE ARE', 'WHAT WE DO', 'WHERE WE WORK', 'WORK WITH US', and 'COVID-19'. The 'Tenders' tab is selected. On the left, there are filters for 'COUNTRY (1)' (India), 'SECTOR' (Transport), 'TYPE (1)' (Invitation for Bids), 'STATUS (1)' (Active), and 'YEAR (1)' (2021). The main content area shows a search result for '51337-IND: Tamil Nadu Industrial Connectivity Project [EPC-09]' with a status of 'Active' and a deadline of '09 Sep 2021'. The notice type is 'Invitation for Bids'. On the right, there are sections for 'Key Documents', 'Shortlisted Firms - Consulting Services', 'Business Center', and an advisory about business scams.

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Finding Business Opportunities – Procurement Plan



38 Appendix B

Appendix B: PROCUREMENT PLAN

Basic Data

Project Name: Tamil Nadu Industrial Connectivity Project	Approval Number:
Project Number: 51337-001	Procurement Method:
Country: India	Implementing Agency: State of Tamil Nadu acting through the Tamil Nadu Highways and Minor Ports Department
Project Procurement Classification: B	Implementing Agency: Project Implementation Unit of the Chennai-Kanyakumari Industrial Corridor Project
Procurement Risk: Medium	Project Closing Date: 30 June 2027
Project Financing Amount: \$994,600,000	Date of First Procurement Plan: 6 November 2020
ADB Financing: \$454,000,000	Date of this Procurement Plan: 19 February 2021
Co-financing: Non-ADB Financing: \$420,640,000	Procurement Plan Duration: 18 months
Advance Contracting: Yes	e-GP: Yes

A. Methods, Review, and Procurement Plan

1. Except as the Asian Development Bank (ADB) may otherwise agree, the following methods shall apply to procurement of goods, works, and consulting services.

Method	Procurement of Goods and Works	Comments
Open Competitive Bidding (OCB) with international advertising for civil works for project needs	OCB with national advertisement for equipment and small works	To create best participation in highly developed for which OCB advertising is warranted.

Consulting Services

Method	Comments
Quality and Cost Based Selection (QCBS)	70-30 Quality to cost ratio for construction supervision, and land acquisition and resettlement and rehabilitation (LARR) activities.
Quality and Cost Based Selection (QCBS)	80-20 Quality to cost ratio for capacity development
Individual Consultant Selection (ICS)	External monitoring for environment, and individual consultants for capacity development.

B. List of Active Procurement Packages (Contracts)

2. The following table lists goods, works, and consulting services contracts for which the procurement activity is either ongoing or expected to commence within the procurement plan duration.

Package Number	General Description	Estimated Value (\$M)	Procurement Method	Review	Bidding Procedure	Advertisement Date	Comments
EPC-01	Chennai (EPC) to Palar (SH 15) including ECR link	80,356,146	OCB	Prior	152E	01 / 2020	International PQ No

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Appendix B 39

Goods and Works

Package Number	General Description	Estimated Value (\$M)	Procurement Method	Review	Bidding Procedure	Advertisement Date	Comments
EPC-02	Chennai-Kanyakumari (SH 44) (EPC) - (EPC02)	46,451,645	OCB	Prior	152E	03 / 2020	Contract postponed: No Advance contracting: Yes
EPC-03	Chennai-Kanyakumari (SH 44) (EPC) - (EPC03)	56,604,561	OCB	Prior	152E	04 / 2020	Bid documents: Large Works (bidding procedure) EPC document (contract)
EPC-04	Trichy to Karakkudi via Pudukottai (SH 40)	37,216,845	OCB	Prior	152E	03 / 2020	e-GP: Yes
EPC-05	Trichy to Karakkudi via Pudukottai (SH 15)	17,185,277	OCB	Prior	152E	03 / 2020	
EPC-06	Trichy to Marangudi (SH 52)	17,667,300	OCB	Prior	152E	01 / 2021	
EPC-07	Mumbalagan to Marangudi (SH 46)	12,036,067	OCB	Prior	152E	01 / 2021	
EPC-08	Mumbalagan to Sirkali (SH 64)	31,094,191	OCB	Prior	152E	01 / 2021	
EPC-09	Mumbalagan to Sirkali (SH 64)	87,721,392	OCB	Prior	152E	01 / 2021	
EPC-10	Pudukottai (SH 14)	15,263,438	OCB	Prior	152E	01 / 2020	
EPC-11	Vellore to Karakkudi (SH 65)	18,061,187	OCB	Prior	152E	01 / 2020	
EPC-12	Chennai to Madhavaram Junction (SH 6)	30,177,999	OCB	Prior	152E	01 / 2020	
EPC-13	Muhambur to Senthambalam (SH 59)	23,688,446	OCB	Prior	152E	03 / 2020	
EPC-14	Trichy to Sirkali (SH 79)	24,156,583	OCB	Prior	152E	03 / 2020	International
EPC-15	Trichy to Sirkali via Trichy to Sirkali	98,356,376	OCB	Prior	152E	04 / 2020	

Finding Business Opportunities - Current



ADB

Invitation for Bids – Re-bidding

Date:	28 July 2021
Loan No. and Title:	51337-IND: Tamil Nadu Industrial Connectivity Project
Contract No. and Title:	OCB/KIC/PMC-4/ EPC-09/02 (EPC No.09/02)
Deadline for Submission of Bids:	9 September 2021 at 15:00 hours (Indian Standard Time)

- The Government of India has applied financing from Asian Development Bank (ADB) toward the cost of Tamil Nadu Industrial Connectivity Project. Part of this financing will be used for payments under the contract named above. Bidding is open to Bidders from eligible source countries of the ADB.
- The Chennai Kanyakumari Industrial Corridor Project, Highways and Minor Ports Department ("the Employer") for and on behalf of the Governor of State of Tamil Nadu invites bids from eligible Bidders for the construction, maintenance and completion of the work:
EPC-09: Mayiladuthurai–Thiruvananthapuram Section (SH 23)

Bidders of EPC-06, EPC-07, EPC-08 may bid, as further defined in the Bidding Document. Bidders wishing to offer discounts in case they are awarded more than one contract will be allowed to do so provided those discounts are included in the Letter of Financial Bid.

- Open Competitive Bidding (International Advertisement) will be conducted in accordance with ADB's [Single-Stage, Two-Envelope](#) bidding procedure and is open to all Bidders from eligible source countries as described in the Bidding Documents.
- Only eligible Bidders with the nationality of ADB eligible country and the following key qualifications should participate in this bidding:

Package No.	Road	Minimum Average Annual Turnover	Contracts of similar size and nature
OCB/KIC/PMC-4/ EPC-09/02	SH 23	INR 2,200 Million (INR 220Crore)	Participation in at least one (1) contract with a value of INR 1,550 million (INR 155 Crore) or two contracts with a value of at least INR 1,150 million (INR 115 Crore) in each contract within five (5) years.

More details of qualification requirements are mentioned in the Bidding Documents.

Asian Development Bank

- To obtain further information, Bidders should contact:
The Project Director (Highways),
Chennai Kanyakumari Industrial Corridor Project,
Highways Research Station Campus,
76, Sardar Patel Road, Guindy,
Chennai, Tamil Nadu, India
Pin 600025, email: sepc/kicsp@gmail.com
- To purchase each Bidding Documents in English, eligible Bidders should:
 - refer to <https://trintenders.gov.in> (e-procurement portal of the Employer). The Bidding Document will be available online in the website, www.trintenders.gov.in from 22 July 2021 at 16:00 hours (IST).
 - pay a non-refundable bid fee of Rs.20,000/- (Indian National Rupees Twenty Thousand Only) in the form of Demand draft issued by a "Scheduled Bank" as per Reserve Bank of India Act, 1934 or a reputable bank located outside India in favour of Project Director, Chennai Kanyakumari Industrial Corridor Project, Chennai, Government of Tamil Nadu, India.
- Submit your bid:
 - online in the e-procurement portal of employer (<https://trintenders.gov.in>) on or before the deadline: 9 September 2021 at 15:00 hours (IST)
 - together with a Bid Security as described in the Bidding Document

Technical Bids will be opened online on 9 September 2021 at 16:00 hours (IST) after the deadline for bid submission in the presence of Bidders' representatives who choose to attend.

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Tips for winning ADB-financed assignments



- Collect relevant business intelligence – network!
- Focus on performance and reputation for successful work
- Check for bidding opportunities – subscribed to alert service
- Understand the country, project, and client requirements
- Study the bidding documents and understand the procurement method and evaluation criteria
- Prepare a responsive and competitive bid
- Seek clarifications in writing
- Be ready for possible bid extensions or amendments
- Engage partnership with firms likely to be- or already prequalified or already awarded contract for hop-on opportunities

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What NOT to do



- Failure to disclose conflict of interest (e.g., the firms involved as design consultant for the tendered package)
- Firm or JV partners not from an ADB member country
- Submitting late bid
- Failure to respond to client requirements
- Conditional bids
- Incomplete/noncompliant bids, e.g., missing bid security, letter of bid not signed, JV agreement missing, bid envelopes not properly marked, etc.
- Integrity violations in the bidding process

When in doubt, always seek written clarification

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Bidding Do's



Leverage your strengths

- Ability to operate in countries that generally do not generate bidder interest
[Afghanistan, Cambodia, Pacific](#)
- Experience in country and with executing agency
- Access to information regarding local joint venture partners and subcontractors
- Access to information regarding availability of key inputs: materials, labor, equipment.

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Bidding Do's



- Seek official clarification before submitting a bid

BIDDING DOCUMENT	TYPICAL ISSUES
Bid Conditions	<ul style="list-style-type: none"> • Unreasonable bid preparation period
Qualification Criteria	<ul style="list-style-type: none"> • Unclear which entity must comply with qualification criteria • Ambiguous criteria • Restrictive criteria
Requirements	<ul style="list-style-type: none"> • Incomplete, unclear or restrictive requirements
Contract Conditions	<ul style="list-style-type: none"> • Unreasonable contract completion period • Unbalanced risk allocation

Contact ADB if executing agency fails to respond promptly

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Bidding Do's



- Submit bid within the stipulated deadline
- Ensure following steps are taken during bid opening:
 - All relevant prices are read out
 - All discounts are read out
 - Presence and amount of bid security is read out
 - No envelope remains unopened
 - The record is signed by all bidders present and by the Employer
- Be ready for possible bid validity extension

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Bidding Do's



- Check your bid!
 - Amount, validity and text of Bid Security
 - Signatures and power of attorney
 - Joint venture agreement enclosed
 - References enclosed
 - State the discounts in letter of bid as specified in the bidding document
 - Mark the envelopes as appropriate
- If you are not successful
 - You may request a debriefing from executing agency to improve future bids
 - If not satisfied, contact ADB directly

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Bidding Don'ts



- Do not submit conditional bid
- No Bid Security
- Insufficient Amount of Bid Security
- Lack of Supporting Documents
- Incomplete Bids
- Partial Quantities
- Letter of Bid not signed
- Conflict of Interest

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Debriefing and Complaints



Debriefing:

- Unsuccessful bidders may request debriefing from the procuring entity (the EA or ADB). If they are not satisfied with the explanation given, they may submit a complaint.
- Debriefings are an excellent learning opportunity for future bids!

Complaints:

- Bidders may file complaint directly with ADB and may copy ADB on correspondence with EAs.
- Complaints to ADB should be submitted through online form: <https://www.adb.org/forms/complaints>

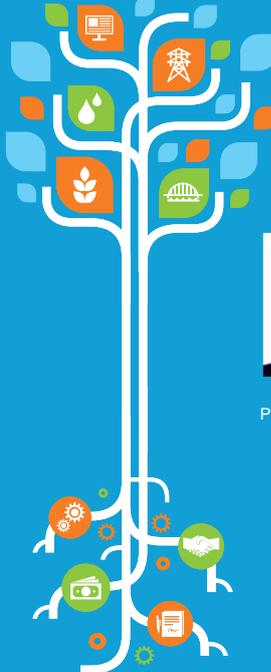
- How to report fraud:

www.adb.org/site/integrity/how-to-report-fraud

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