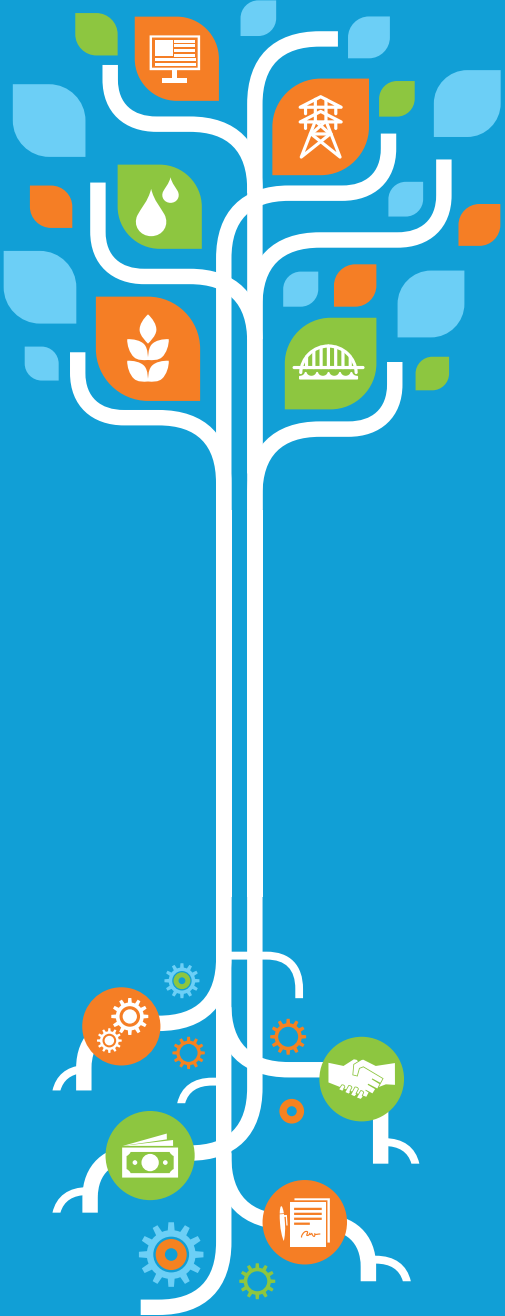


The views expressed in this presentation are the views of the author/s and do not necessarily reflect the views or policies of the Asian Development Bank, or its Board of Governors, or the governments they represent. ADB does not guarantee the accuracy of the data included in this presentation and accepts no responsibility for any consequence of their use. The countries listed in this presentation do not imply any view on ADB's part as to sovereignty or independent status or necessarily conform to ADB's terminology.



ADB Procurement Framework and Business Opportunities

- focused on Consultancy Recruitment

Joong-Jae Shim
Senior Procurement Specialist
Procurement, Portfolio and Financial Management Department

Seoul, Korea
20 May 2026

BUSINESS OPPORTUNITIES 

Joong-Jae Shim (jjshim@adb.org)
Senior Procurement Specialist,
ADB

- Work Experience
 - Asian Development Bank
 - Korea National Railway
 - SK Ecoplant
 - Doosan Enerbility
 - Doosan Corporation
 - Korea Hydro & Nuclear Power
 - Korea Electric Power Corporation

ADB PPFD Session on 2026 EDCF
Academy – MDB Procurement
Market Course - 20 May 2026



<https://forms.office.com/r/hKye2wEeGA>

Contents



- 1 Introduction and Key Statistics
- 2 Selection Methods
- 3 Consulting Management System (CMS)
- 4 Finding Information and Opportunities
- 5 Bidding - Expressions of Interest, Proposals and How they are Evaluated
- 6 Post Contractual and Other Matters
- 7 Q&A

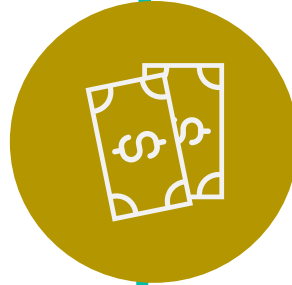
Introduction and Key Statistics



ADB

Funding Source Relevant to Consulting – Main Differences

Loan/Grant



Selected by	EA (ADB reviews) (delegation?)
Contracted by	EA
Systems	Mainly Offline – SRFP
Complaints/Disputes	EA

Technical Assistance/Staff Consultancy



Selected by	ADB (delegation?)
Contracted by	ADB
Systems	CMS
Complaints/Disputes	ADB



Firm or Individual Consultant?



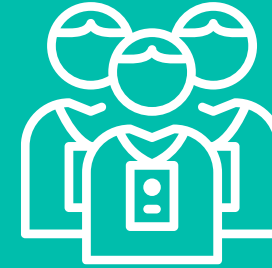
Firm Consultants

Private Sector

CSO/NGO**

Universities

International Organizations



Individual Consultants

Private Individual

Individual through firm*

***Tip – Firms can target individuals consulting contracts to gain experience.**

** CSO/NGO: Civil Society Organization/Nongovernment Organization

ADB Business Opportunities Seminar

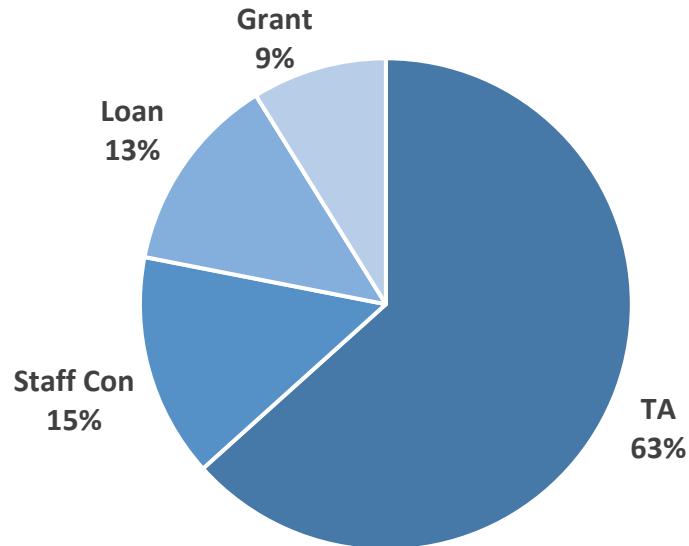
2024
Consultant
Recruitment,
by consultant
type, product
type –by
value



Individual
Consultants



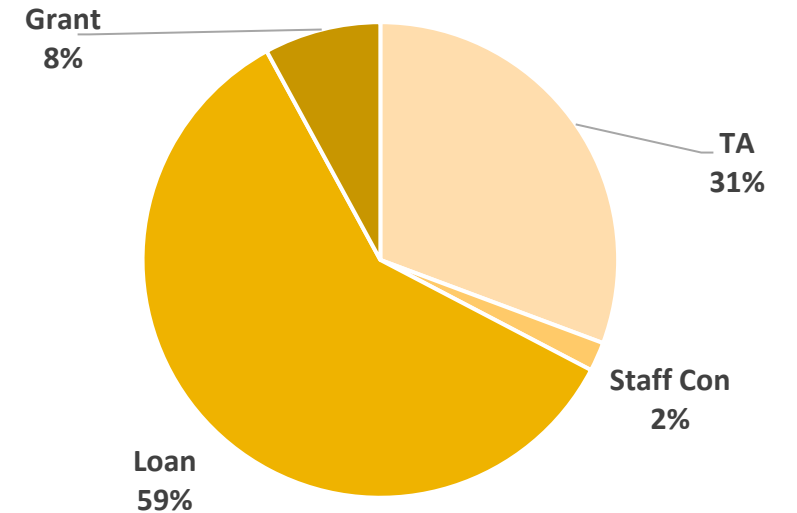
Type	Total Value (\$)	Count
Technical Assistance	106,370,355	2,754
Staff Consulting	24,729,374	738
Loan	21,933,361	406
Grant	14,878,614	252
Total	167,911,704	4,150



Consulting
Firms



Type	Total Value (\$)	Count
Technical Assistance	100,899,469	269
Staff Consulting	6,516,785	38
Loan	195,286,064	163
Grant	26,091,245	62
Total	328,793,563	532



Typical
Consultancy
Opportunities

**Project
Preparation**

Feasibility Studies,
Preliminary Design,
ADB Safeguard
Policies, Capacity
Building,
Procurement

**Project
Implementation**

Detailed Design,
Construction
Supervision, Project
Management,
Capacity Building,
Procurement

**Knowledge
Products**

Studies, Capacity
Building,
Knowledge
Sharing

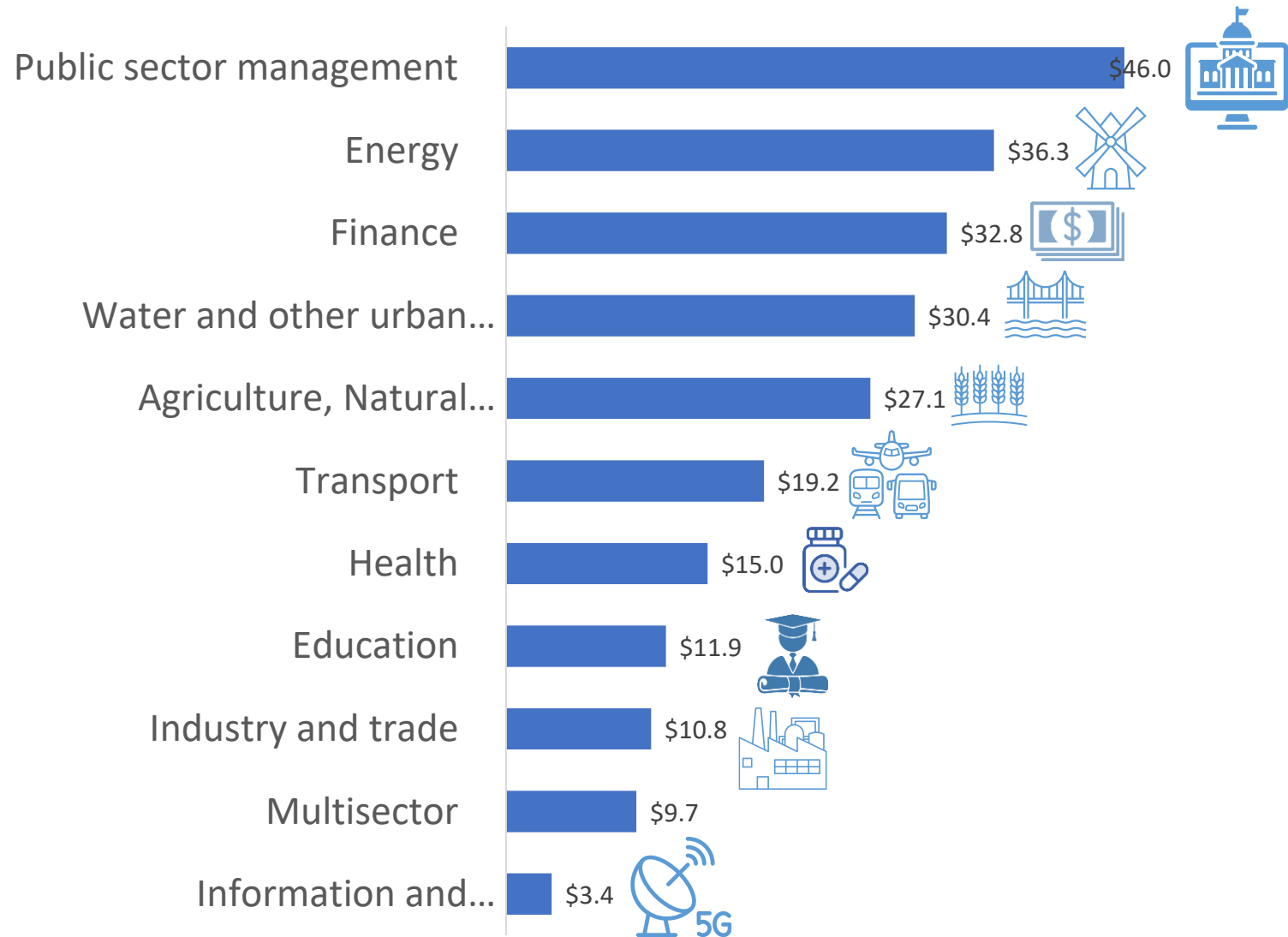
**Staff
Consultants**

Administrative
Assistance to ADB
Operations



ADB

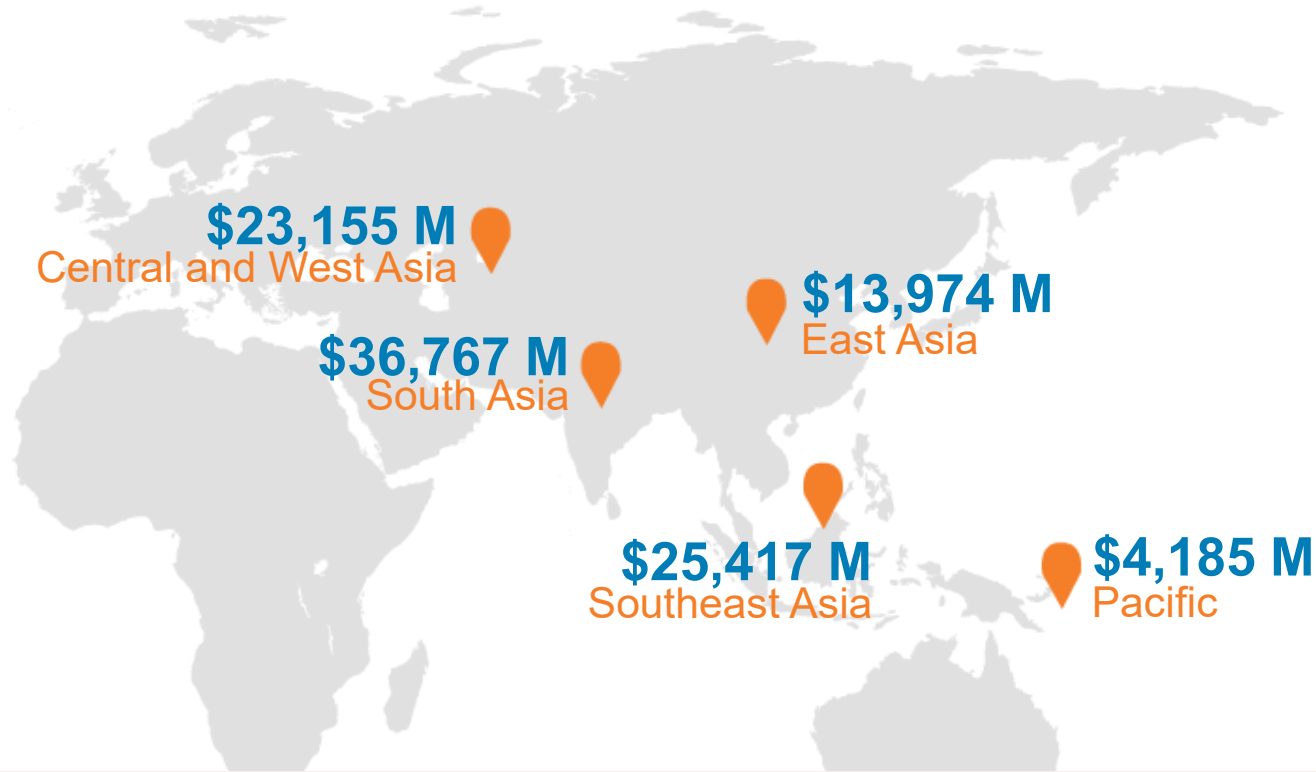
Technical Assistance (TA) – Consultant Recruitment by Sector 2024, US\$ mil



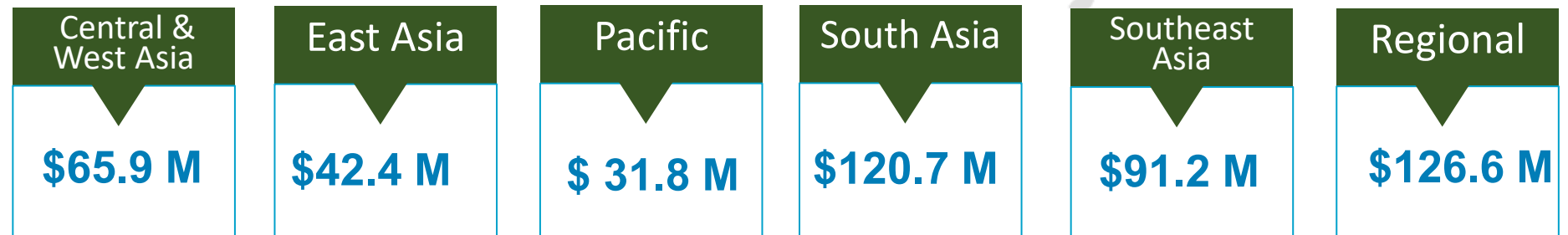
Source: Operational Procurement Statistics Dashboard (ProcDash) - <https://data.adb.org/dashboard/operational-procurement-statistics>

ADB

Active
Sovereign
Portfolio by
Region
vs
Consulting
Services
Spend, 2024



2024 Consulting Services



ADB Business Opportunities Seminar

Selection Methods





ADB **prefers** Open Competitive Bidding – with publication of a procurement notice



But Limited Competitive Bidding (LCB) (no publication of notice) may be allowed in certain circumstances, whereby competitive procurement is undertaken only with certain selected consultants



Or Direct Contracting (single source)

Summary of ADB Recruitment Process – for Firms*



*not applicable to Direct Contracting, CQS or SCQS

when cost IS evaluated*

Quality-and Cost-Based Selection

Evaluated on **quality** of proposal and **cost** bid.
Best **combination** quality : cost based on pre-determined quality cost rate (i.e. 90:10; 80:20; 70:30; 50:50).

Fixed Budget Selection

Budget published.
Technical evaluation. Firm with **highest technical score** whose financial proposal is **within budget** wins.

Least-Cost Selection

Firms evaluated for technical qualification. **Technically qualified firm** with the **lowest cost** wins.

*because cost is evaluated, normally no cost negotiations

when cost is NOT evaluated*

Selection Methods for Firms



Quality-Based Selection (QBS)

Evaluated based on the **quality** of the technical proposals. Financial proposal of the firm with highest technical score is then negotiated.

Consultants' Qualifications Selection (CQS)

Evaluated based on consulting firms' qualifications, reflected in amplified **expressions of interest** submitted by firms in response to the advertisement (CSRN). Proposal then submitted.

Direct contracting (DC)

Non-competitive selection. Unique qualifications/ prior involvement/ low value. The firm is required to submit combined technical and financial proposal. (Also referred to as SSS**)

*Because cost is not evaluated, normally cost negotiations

**SSS: Single Source Selection

Pilot selection method for recruiting consulting firms known as
“**simplified consultants’ qualifications selection**” (SCQS)

Emphasis on rapid deployment!

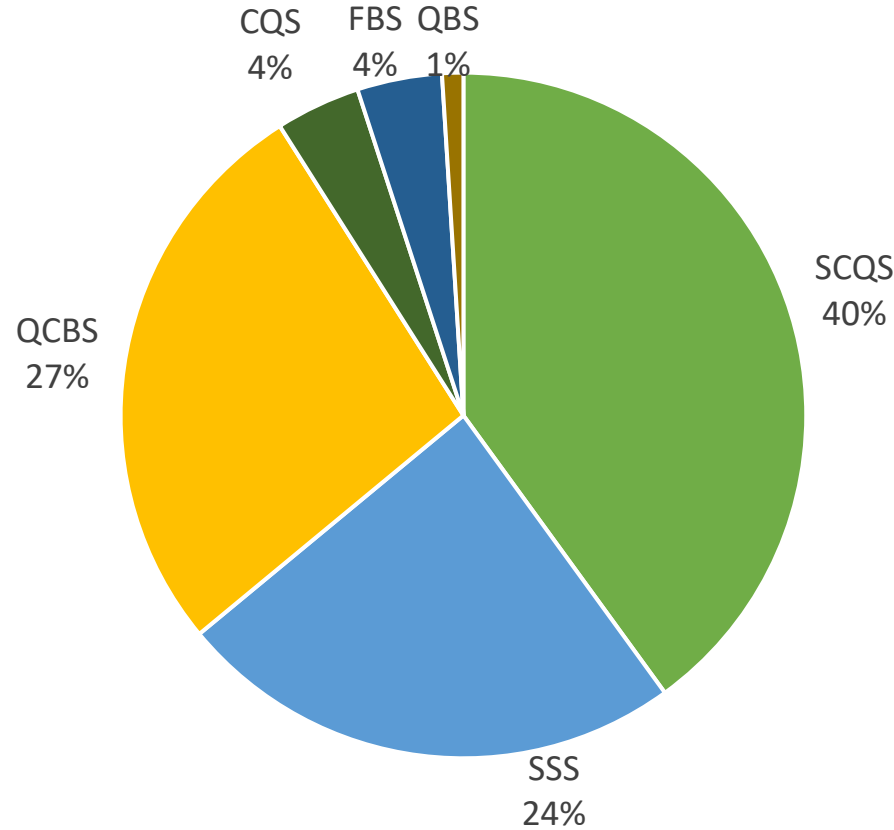
Time-saving features include:

- Single-stage, single-envelope proposal process
- Evaluation based on highest technical score within maximum budget
- Financial evaluation follows cost competitive principles
- Desired changes to the standard contract are raised within the proposal itself

Currently ADB administered only and for lower value contracts



TA-Funded Firm Contracts by Selection Method



Selection Method	Count	Total Value USD	Average Value USD
SCQS	108	26,860,392	248,707
SSS	64	15,879,211	687,536
QCBS	73	50,190,117	248,113
CQS	11	1,684,579	153,144
FBS	10	4,759,700	475,970
QBS	3	1,525,470	508,490
Total	269	100,899,469	386,993

2024 ADB - Administered Firm Consultant Recruitment

- SCQS = Simplified Consultants' Qualifications Selection
- QCBS = Quality- and Cost-Based Selection
- QBS = Quality-Based Selection
- CQS = Consultants' Qualifications Selection
- FBS = Fixed Budget Selection
- LCS = Least-Cost Selection
- SSS = Single Source Selection



Competitively Selecting Individual Consultants*

Advertisement

Terms of Reference
Budget
EOI evaluation criteria

Shortlisting

Review of CVs and EOIs
Interviews (optional)

Negotiations

Agreement on
Remuneration and Out-
of-pocket expenses
Signing contract

*Note that direct awards may be made for most contracts <67days



ADB needs evidence that the fee rates for experts are market rate. Either:

- Through **competitive procurement** which “tests” cost, or
- Through “**substantiation**”, or
- Using our **fee rates matrix**

Substantiation is proof of having previously billed a rate. (Pay slip for Full Term employee; for Independent (freelancer), copy of recent contract).

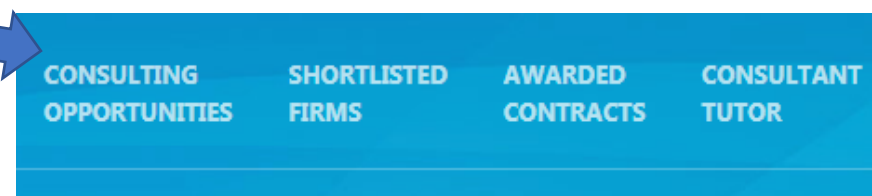
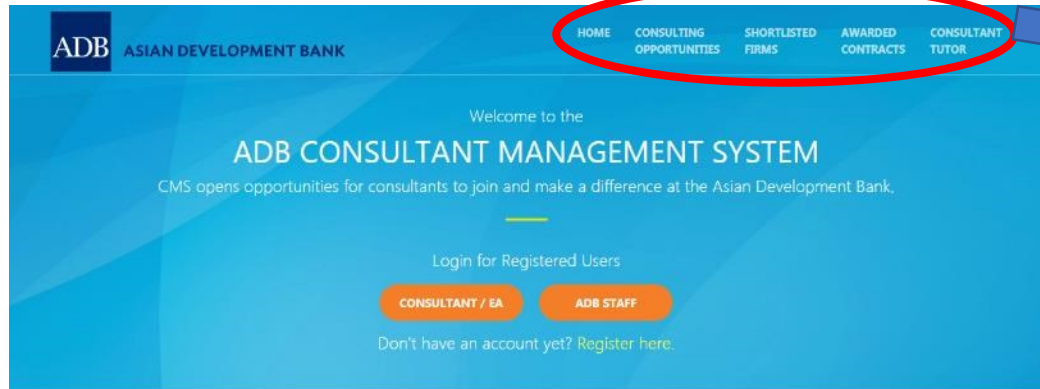
- Substantiation not required during contract negotiations for QCBS, FBS, and LCS (cost is tested in evaluation) and small assignment lumpsum contracts
- Substantiation is required for QBS, SSS and CQS (except for small assignment lumpsum contracts).

If rates aren’t substantiated, the **ADB remuneration matrix** will be used taking into consideration job level, experience, level of role

Consulting Management System (CMS)

CMS is an **integrated, web-based system** that supports ADB's consulting services **recruitment, contract administration, and performance management** of consultants.

NB - "Soon" to be replaced...



Finding Opportunities



Search Consulting Opportunities

Get detailed information on consulting services requirements and send expression of interests (EOIs) for ADB-financed or administered projects.



View Shortlisted Firms

ADB publishes the names and contact details of firms invited to submit proposals. This is for the information of consultants who wish to associate with them. Interested consultants should contact the firms directly.



View Awarded Contracts

ADB Project contracts that are awarded to consulting firms are disclosed to the public. Visit the page to view the list of contracts awarded to consulting firms, along with associated contract details.

Consulting opportunities are visible through ADB's CMS (<http://cms.adb.org>)

Register for alerts to receive notices of all consulting opportunities

All advertisement of Consulting opportunities (both EA and ADB) published

RFP process for ADB Administered Contracts is through CMS



ADB Consultant Management System

[Diagnostics](#) | [Home](#) | [Consulting Opportunities](#) | [Shortlisted Firms](#) | [Awarded Contracts](#) | [ConsultantTutor](#)

Consulting Opportunities

Consulting Services Recruitment Notices (CSRN)

CSRN provides detailed information on consulting services required for ADB-financed or administered projects, including terms of reference. Filter to specific advertisements of interest by ticking the appropriate check boxes and clicking Search. Alternatively, click on the numeric links at the end of each row to view advertisements of the indicated type.

Search

By Country	By Sector	By Eligibility of Consultant Country	By Engagement Period
Select All Select None <input type="checkbox"/> Regional (1) <input type="checkbox"/> Bangladesh (1) <input type="checkbox"/> Cambodia (1) <input type="checkbox"/> Lao People's Democratic Republic (1) <input type="checkbox"/> Viet Nam (2)	Select All Select None <input type="checkbox"/> Agriculture, natural resources and rural development (2) <input type="checkbox"/> Education (0) <input type="checkbox"/> Energy (0) <input type="checkbox"/> Finance (0) <input type="checkbox"/> Health (0) <input type="checkbox"/> Industry and trade (0) <input type="checkbox"/> Information and communication technology (0) <input type="checkbox"/> Multisector (0) <input type="checkbox"/> Public sector management (1) <input type="checkbox"/> Transport (0) <input type="checkbox"/> Water and other urban infrastructure and services (0) <input type="checkbox"/> Uncategorized (0)	Select All Select None <input type="checkbox"/> Open to Member Countries Only (3)	Select All Select None <input type="checkbox"/> 3 months to 1 year (2) <input type="checkbox"/> More than 1 year (1)
		By Consultant Source Select All Select None <input type="checkbox"/> International (1) <input type="checkbox"/> National (2)	By Budget Amount Select All Select None <input type="checkbox"/> Less than \$100,000 (1) <input type="checkbox"/> \$100,000 to \$199,999 (0) <input type="checkbox"/> \$200,000 to \$299,999 (2) <input type="checkbox"/> \$300,000 to \$399,999 (0) <input type="checkbox"/> \$400,000 to \$499,999 (0) <input type="checkbox"/> \$500,000 to \$599,999 (0) <input type="checkbox"/> \$600,000 to \$699,999 (0) <input type="checkbox"/> \$700,000 to \$799,999 (0) <input type="checkbox"/> \$800,000 to \$899,999 (0) <input type="checkbox"/> \$900,000 to \$999,999 (0) <input type="checkbox"/> \$1,000,000 to \$1,500,000 (0) <input type="checkbox"/> Greater than \$1,500,000 (0)
	By Expertise <input type="text"/> <small>Enter the exact text to further filter your search by expertise</small>	By Consultant Type Select All Select None <input type="checkbox"/> Firm (3) <input type="checkbox"/> Individual (0)	

Filter your searches by country, sector, value etc.

<http://cms.adb.org>

CMS is the portal for uploading EOIs and, if shortlisted, proposals

Express Interest



Consulting Opportunities for the Week of 12 March 2018

The Consulting Services Recruitment Notice (CSRN) provides detailed information on the consulting services required for ADB financed or administered projects. Go to <http://csmr.adb.org> to see the complete list of advertisements.

You may also click on the Project name below for detailed information on the advertisement and to send your expression of interest for the assignment.

AGRICULTURE, NATURAL RESOURCES AND RURAL DEVELOPMENT

Project	Package Name	Consultant Type	Consultant Source	Published Date	Deadline for EOI
G RANT-0433 VIE: Greater Mekong Subregion Biodiversity Conservation Corridors Project (Additional Financing) (40253-035)	CPMU Accounting Assistant	Individual	National	06-Mar-2018	15-Mar-2018
G RANT-0433 VIE: Greater Mekong Subregion Biodiversity Conservation Corridors Project (Additional Financing) (40253-035)	Assistant Accountant	Individual	National	08-Mar-2018	17-Mar-2018
G RANT-0126 AFG: Agriculture Market Infrastructure Project (formerly Commercial Agriculture Development Project) (39370-022)	MAIL/ADB/AMIP/ISWME1 International Slaughterhouse Waste Management Expert	Individual	International	12-Mar-2018	18-Mar-2018
L OAN-8331 CAM: Tonle Sap Poverty Reduction and Smallholder Development Project - Additional Financing (41435-054)	017-018 Provincial Livelihood Advisors	Individual	National	12-Mar-2018	19-Mar-2018
G RANT-9183 MON: Integrated Livelihoods Improvement and Sustainable Tourism in Khuvsgul Lake National Park Project (48216-001)	C024 Micro-finance specialist	Individual	National	08-Mar-2018	19-Mar-2018
L OAN-8331 CAM: Tonle Sap Poverty Reduction and Smallholder Development Project - Additional Financing (41435-054)	010-016 Local Government Finance/Procurement Advisor	Individual	National	12-Mar-2018	19-Mar-2018

Weekly bulletin

All opportunities!

Register for alerts



ADB CMS Tutor – How to use CMS



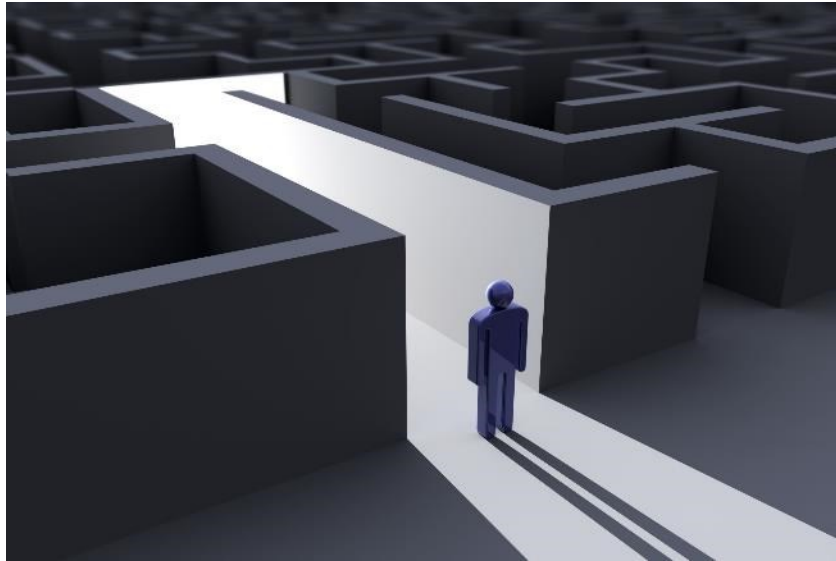

The screenshot shows the ADB Consultant Tutor website. At the top, there is a navigation bar with 'HOME', 'INDIVIDUALS', and 'FIRMS' links, and a search box. The main content area features a large banner with the text 'CONSULTING FIRM ACCESS' and a list of bullet points: 'Submit Expressions of Interest', 'Prepare and submit proposals online', and 'Negotiate contract details'. Below the banner, there are three columns of information: 'support' with contact details, 'About CMS' with a list of services and a description, and 'Training Materials' with links to various resources.

<http://consultanttutor.adb.org>

Provides guides, FAQs and other advice on using the System.

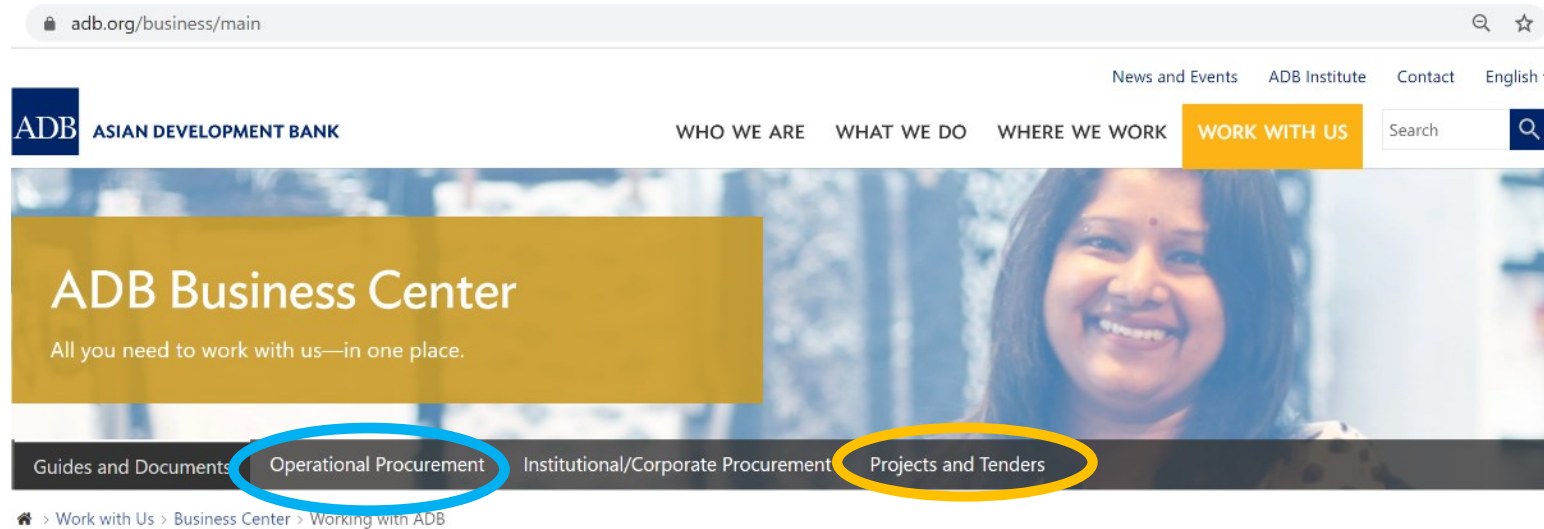
Step-by-step instructions to take you through each step of the process.

Contact Details for CMS support



Finding Info and Opportunities

ADB Business Center – www.adb.org/business



“How-To”s
 Policies & Regulations
 Procedures & Guidance
 Documents & Forms

Working with ADB

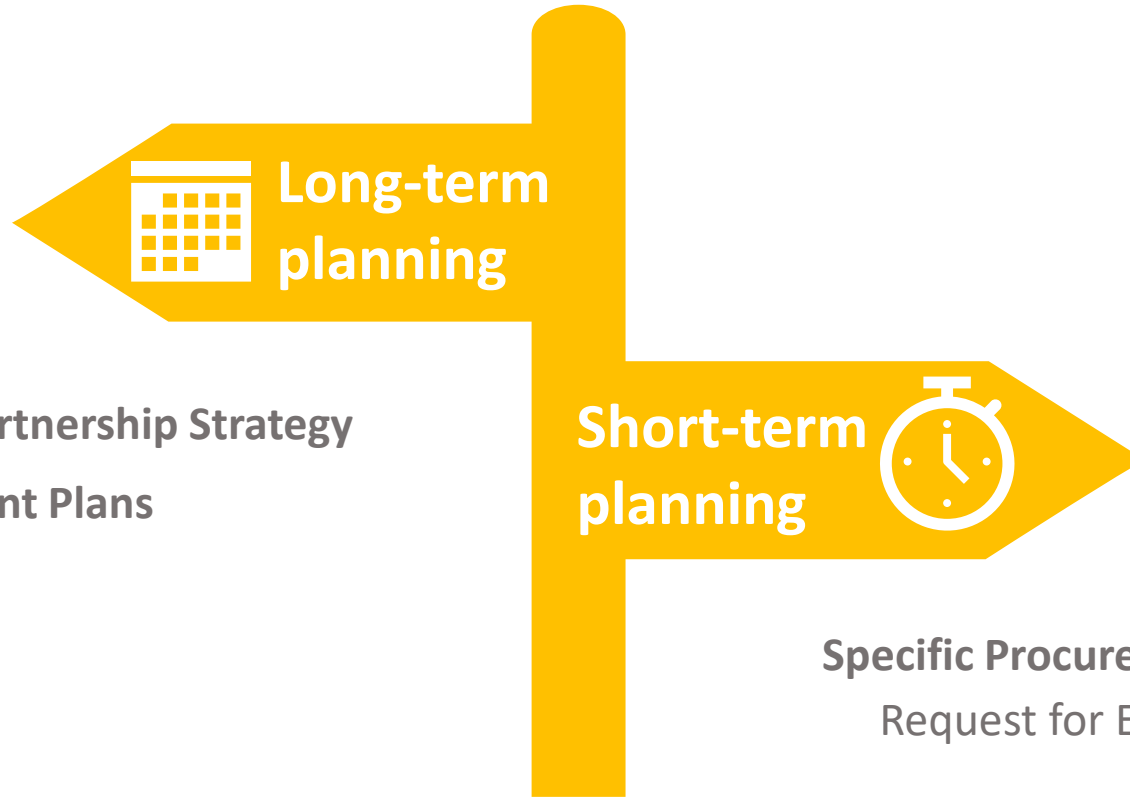
Information for...	How-Tos
Consultants	Where are the business opportunities in the ADB project cycle? →
Contractors and suppliers	What bidding procedures are used by ADB-financed projects? →
Governments	How can we improve our chances of securing an ADB-funded contract? →
Executing and implementing agencies	What are the main eligibility requirements for bidding for contracts under ADB-financed projects? →
Development institutions	What are the eligibility requirements for subcontractors working for contractors on ADB-financed projects? →



Identifying Opportunities



**Country Partnership Strategy
Procurement Plans**



Specific Procurement Notices

Request for Expressions of Interest

“Hop-on” Opportunities

Shortlisted Consultants

Contracts Awarded

Country Partnership Strategies

Country Partnerships Strategy



Publications and Documents

Explore our data-rich research, policy analysis, toolkits, guidelines, and other resources on economics and key development topics. Our operational documents are also available in this section.

Main Latest Key Publications Economic Research ADB Operations Learning Materials COVID-19 Library Partners

Publications > Country Partnership Strategies

Country Partnership Strategies

The country partnership strategy (CPS) is ADB's primary platform for designing operations to deliver development results at the country level.

COUNTRY PLANNING DOCUMENTS | 19 AUG 2022
Viet Nam: Country Partnership Strategy (2023-2026)
 This Country Partnership Strategy defines ADB's strategic approach in Viet Nam for 2023-2026.

COUNTRY PLANNING DOCUMENTS | 28 JUN 2022
Timor-Leste: Country Partnership Strategy (2023-2027)
 This Country Partnership Strategy defines ADB's strategic approach in Timor-Leste for 2023-2027.

Search for publication or document

Browse by Topic

Browse by Region/Country

Browse by Type

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Sign up now

The Procurement Plan



ADB ASIAN DEVELOPMENT BANK

News and
WHO WE ARE WHAT WE DO WHERE WE WORK

Projects Documents Tenders

Procurement plans, reports, safeguards, etc.

Search

Results 1-20 of 30 Procurement... Kyrgyz Re... RSS Sort by

Document Title	Document Date
COVID-19 Pandemic Emergency Project: Procurement Plan 54175-001; Kyrgyz Republic; Type: Procurement Plans	18 Sep 2020
Central Asia Regional Economic Cooperation Corridor 3 (Bishkek-Osh Road) Improvement Project - Phase 4: Procurement Plan 45169-001; Kyrgyz Republic; Type: Procurement Plans	21 Jul 2020
Central Asia Regional Economic Cooperation Corridors 1 and 3 Connector Road Project (Phase 2) - Additional Financing: Procurement Plan 48401-008; Kyrgyz Republic; Type: Procurement Plans	26 Jun 2020
Central Asia Regional Economic Cooperation Corridors 1 and 3 Connector Road Project: Procurement Plan 48401-007; Kyrgyz Republic; Type: Procurement Plans	25 May 2020
Central Asia Regional Economic Cooperation Regional Improvement of Border Services Project: Kyrgyz Republic Procurement Plan 46124-001; Regional, Kyrgyz Republic; Type: Procurement Plans	07 Apr 2020
Issyk-Kul Wastewater Management Project: Procurement Plan 50176-002; Kyrgyz Republic; Type: Procurement Plans	11 Dec 2019
Multisector Activities Support Facility: Procurement Plan 52256-003; Kyrgyz Republic; Type: Procurement Plans	31 Jul 2019

Lists all foreseen procurement on a project.

Published once the project is approved

Updated periodically

Goods, Works and Services

Includes salient points regarding tenders

Specific Procurement Notices



Includes notices from both ADB and EAs



PROJECTS & TENDERS

Projects Documents **Tenders**

Refine by [x CLEAR ALL](#)

COUNTRY

- Brunei Darussalam
- Cambodia
- China, People's Republic of
- Cook Islands
- Fiji
- Georgia
- Hong Kong, China
- India

SECTOR

TYPE (4) [Clear]

- Advance Notice
- Contracts Awarded
- Firm - Consulting
- Individual - Consulting
- Invitation for Bids
- Invitation for prequalification

Procurement of goods, works, and consulting services

Search

Results 1-20 of 15524 [x Individual ...](#) [x Invitation f...](#) [x Firm - Con...](#) [x Invitation f...](#)

[RSS](#) [Sort by](#) v

Infrastructure Specialist (International) Status: Active Deadline: 04 Apr 2021
 53113-001; Afghanistan; Public sector management; Posting date: 29 Mar 2021
 Notice Type: Individual - Consulting

0662SOL: Urban Water Supply and Sanitation Sector Project Status: Active Deadline: 26 May 2021
 51271-001; Solomon Islands; Water and other urban infrastructure and services; Posting date: 29 Mar 2021
 Notice Type: Invitation for Bids
 Approval Number: 0662

Financial Due Diligence Specialist (international) Status: Active Deadline: 02 Apr 2021
 50347-004; Tajikistan; Water and other urban infrastructure and services; Posting date: 27 Mar 2021

“Hop-on” Opportunities: Shortlisted Consultants



ADB Consultant Management System

Home Consulting Opportunities Shortlisted Firms Awarded Contracts ConsultantTutor

Shortlisted Firms

ADB makes this information available for consultants who may wish to deal directly with a shortlisted firm. Consultants interested in participating through association with a shortlisted firm should not contact ADB, but go directly.

Ongoing Requests for Proposals All Selections

Filter to specific projects by either ticking check boxes and clicking Search or by clicking a numeric link. Only projects for which the deadlines for submitting proposals have not yet expired will be shown.

By Project Country	By Sector	By Project Type
Select All Select None <input type="checkbox"/> Regional (7) <input type="checkbox"/> Bangladesh (1) <input type="checkbox"/> Cambodia (3) <input type="checkbox"/> China (1) <input type="checkbox"/> Georgia (4) <input type="checkbox"/> India (1) <input type="checkbox"/> Mongolia (2) <input type="checkbox"/> Pakistan (3) <input type="checkbox"/> Philippines (2) <input type="checkbox"/> Sri Lanka (1) <input type="checkbox"/> Uzbekistan (3) <input type="checkbox"/> Viet Nam (3)	Select All Select None <input type="checkbox"/> Agriculture, natural resources and rural development (7) <input type="checkbox"/> Education (3) <input type="checkbox"/> Energy (2) <input type="checkbox"/> Finance (5) <input type="checkbox"/> Health (0) <input type="checkbox"/> Industry and trade (1) <input type="checkbox"/> Information and communication technology (0) <input type="checkbox"/> Multisector (2) <input type="checkbox"/> Public sector management (2) <input type="checkbox"/> Transport (4) <input type="checkbox"/> Water and other urban infrastructure and services (4) <input type="checkbox"/> Uncategorized (1)	Select All Select None <input type="checkbox"/> Technical Assistance (21) <input type="checkbox"/> Grant (1) <input type="checkbox"/> Loan (8) <input type="checkbox"/> Staff Consultant (1)

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<http://cms.adb.org>

Identify shortlisted firms whose proposals you may be able to enhance.

“Hop-on” Opportunities: Contracts Awarded



ADB Consultant Management System

Home Consulting Opportunities Shortlisted Firms Awarded Contracts ConsultantTutor

Awarded Contracts - Consulting Services

This page lists consulting firm contracts awarded for consulting services. ADB makes this information available for public disclosure.

Basic Search | **Advanced Search**

Filter to specific contracts by either clicking a numeric link or by ticking check boxes and clicking **Search**. By default, contracts awarded in the last 365 days are displayed. The search range can be further adjusted by clicking **Change Filter**.

Contract Date From **06-Oct-2018** To **05-Oct-2019**
 Contract Amount in USD From To
 Selection Method **All**

Search **Reset** **Change Filter**

By Project Country	By Sector	By Firm Country Of Incorporation	By Project Type
<input type="checkbox"/> Regional (84) <input type="checkbox"/> Afghanistan (2) <input type="checkbox"/> Armenia (3) <input type="checkbox"/> Azerbaijan (2) <input type="checkbox"/> Bangladesh (12) <input type="checkbox"/> Bhutan (1) <input type="checkbox"/> Cambodia (4) <input type="checkbox"/> China (29) <input type="checkbox"/> Fiji (1) <input type="checkbox"/> Georgia (2) <input type="checkbox"/> India (12) <input type="checkbox"/> Indonesia (6) <input type="checkbox"/> Kazakhstan (2) <input type="checkbox"/> Kyrgyz Republic (4) <input type="checkbox"/> Maldives (1) <input type="checkbox"/> Mongolia (14) <input type="checkbox"/> Myanmar (4) <input type="checkbox"/> Nepal (5) <input type="checkbox"/> Pakistan (3) <input type="checkbox"/> Papua New Guinea (1) <input type="checkbox"/> Philippines (2) <input type="checkbox"/> Sri Lanka (5) <input type="checkbox"/> Tajikistan (2) <input type="checkbox"/> Timor-Leste (2) <input type="checkbox"/> Uzbekistan (6)	<input type="checkbox"/> Agriculture, natural resources and rural development (43) <input type="checkbox"/> Education (26) <input type="checkbox"/> Energy (28) <input type="checkbox"/> Finance (32) <input type="checkbox"/> Health (2) <input type="checkbox"/> Industry and trade (1) <input type="checkbox"/> Information and communication technology (1) <input type="checkbox"/> Multisector (20) <input type="checkbox"/> Public sector management (17) <input type="checkbox"/> Transport (23) <input type="checkbox"/> Water and other urban infrastructure and services (17) <input type="checkbox"/> Uncategorized (1)	<input type="checkbox"/> Afghanistan (2) <input type="checkbox"/> Armenia (2) <input type="checkbox"/> Australia (11) <input type="checkbox"/> Austria (2) <input type="checkbox"/> Azerbaijan (2) <input type="checkbox"/> Bangladesh (9) <input type="checkbox"/> Bhutan (1) <input type="checkbox"/> Canada (4) <input type="checkbox"/> China (9) <input type="checkbox"/> Denmark (3) <input type="checkbox"/> Finland (2) <input type="checkbox"/> France (9) <input type="checkbox"/> Georgia (2) <input type="checkbox"/> Germany (6) <input type="checkbox"/> Hong Kong, China (12) <input type="checkbox"/> India (15) <input type="checkbox"/> Indonesia (4) <input type="checkbox"/> Ireland (3) <input type="checkbox"/> Italy (2) <input type="checkbox"/> Japan (9) <input type="checkbox"/> Kazakhstan (1) <input type="checkbox"/> Korea, Republic of (1) <input type="checkbox"/> Kyrgyz Republic (3) <input type="checkbox"/> Mongolia (6) <input type="checkbox"/> Myanmar (1)	<input type="checkbox"/> Technical Assistance (210) <input type="checkbox"/> Grant (1) <input type="checkbox"/> Loan (0)
			By Contract Amount <input type="checkbox"/> Less than \$100,000 (42) <input type="checkbox"/> \$100,000 to \$199,999 (33) <input type="checkbox"/> \$200,000 to \$299,999 (27) <input type="checkbox"/> \$300,000 to \$399,999 (13) <input type="checkbox"/> \$400,000 to \$499,999 (26) <input type="checkbox"/> \$500,000 to \$599,999 (18) <input type="checkbox"/> \$600,000 to \$699,999 (11) <input type="checkbox"/> \$700,000 to \$799,999 (7) <input type="checkbox"/> \$800,000 to \$899,999 (2) <input type="checkbox"/> \$900,000 to \$999,999 (7) <input type="checkbox"/> \$1,000,000 to \$1,500,000 (12) <input type="checkbox"/> Greater than \$1,500,000 (13)
			By Selection Method <input type="checkbox"/> Quality and Cost-Based Selection (QCBS) (127) <input type="checkbox"/> Quality-Based Selection (QBS) (9) <input type="checkbox"/> Fixed-Budget Selection (FBS) (12) <input type="checkbox"/> Least-Cost Selection (LCS) (0)

<http://cms.adb.org>

Identify Awarded Contracts by country, sector, value and selection method.

Investigate possibility to partner on future engagements

Tips for winning ADB-financed assignments



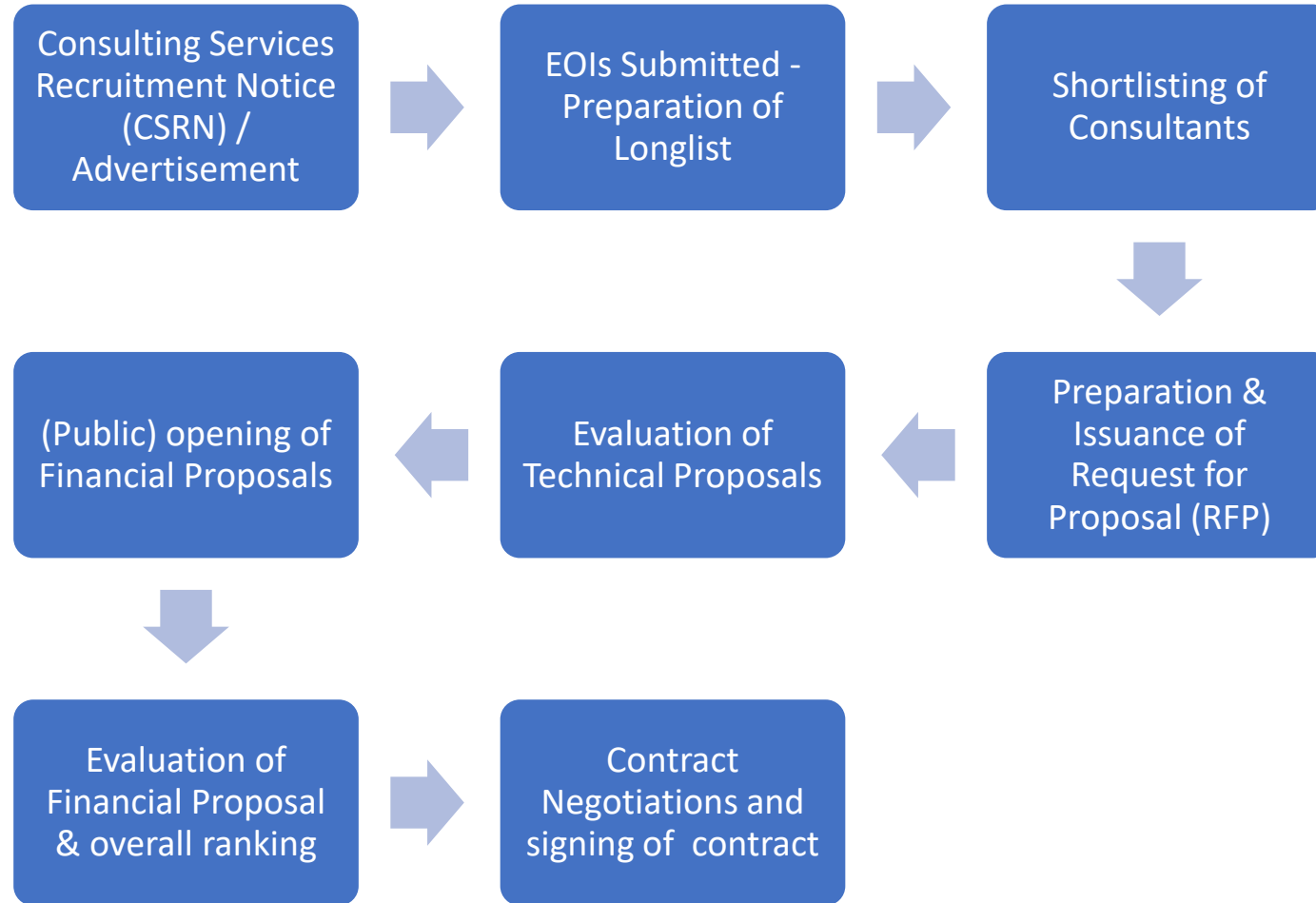
Intelligence	Collect business intelligence and do your research.
Advantage	Be selective and leverage your firm's advantage
Focal	Have a CMS Focal.
Individuals	Look for opportunities for individuals.
Partner	For JV or Sub-contracting.
Reputation	Build reputation with ADB and in the industry.



Bidding - Expressions of Interest



Summary of ADB Recruitment Process – for Firms



Main Differences EOI vs Proposal (typically)

	EOI*	Proposal*
Legally binding	No	Yes
Structure	Greater freedom in structure	Heavily templated
Emphasis	Emphasis on firm experience	Emphasis on CV & methodology
Subject to Government concurrence	Yes	No
Deadlines	May be flexible	Rigid
Right to Feedback	No	Yes
Formal Clarifications	No	Yes

*Both contain TOR and are evaluated according to criteria



Consultant Services Recruitment Notice/ Request for Expressions of Interest

Contents include:



- Consultant Type (Firm or Individual)
- Selection Method (e.g. QCBS)
- Type of Proposal (e.g. FTP)
- Budget Type (Maximum or Estimated)
- Budget Amount
- Engagement Period
- Terms of Reference
- Deadline

Establishing the Longlist and Shortlist

LONGLIST

From the EOIs received, a longlist of eligible, suitable firms is established

SHORTLIST

Establish a shortlist using shortlisting criteria i.e. management competence, technical competence and geographical competence

How many are shortlisted?

*compare to very different criteria for evaluating proposals



Common Reasons for Failure to be Longlisted or Shortlisted

- Missing opportunities by not registering (NB EA administered also)
- Submits (too) late
- Firm submits Generic EOI
- Firm or associates not from ADB member countries
- Unclear/missing info
- Lack of local presence in the project country





Definitely Maybe

- “Must”
- “Shall”
- “a minimum of...”
- “Should”
- “Preferably/preferred”
- “Ideally”
- “May/ may be an advantage”
- “Would be desirable”

Bidding Proposals and How they are Evaluated (common mistakes and tips)

Section 1

**Letter
of
Invitation**

Section 2

**Instructions
to Consultants
and Data Sheet**

Section 3

**Standard Forms
for Technical
Proposals**

Section 4

**Standard Forms
for Financial
Proposal**

Section 5

**Eligible
Countries**

Section 6

**Banks' Policy –
Corrupt and
Fraudulent
Practice**

Section 7

**Terms of
Reference**

Section 8

**Standard Forms
of Contract**

Letter of Invitation (LOI)

- Lists shortlisted firms and JVs (see who your competitors are!).
- Reminder that bids are not transferable.
- May not drop a JV partner without consent.
- Generally permissible to add sub-consultants.

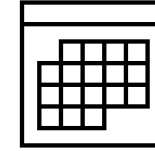


- Selection Method
- Type of Proposal
- Budget for consulting services (Estimated or Maximum)
- Provisional sums (breakdown should be included)
- Contingency (about 5%-10% of budget)
- Key dates
 - Validity period for proposals
 - Submission time and date
 - Expected date to start contract negotiations/commencement
- Pre-proposal conference?
- Minimum total person-months input of international Key Experts and national Key Experts (it does not cover non-key experts)
- Evaluation Criteria
- Clarifications

Clarifications

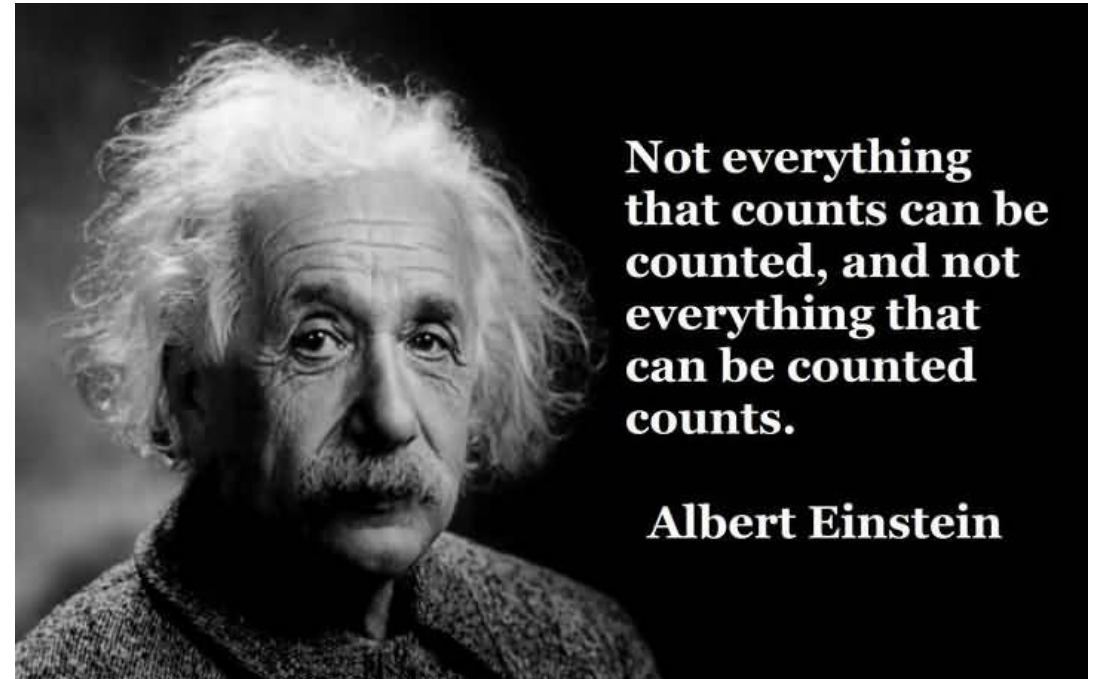


- You may request clarification in writing.
- Response will be given to **ALL** shortlisted firms in writing.



- Time extensions may be granted at ADB discretion if necessary.
- Note deadlines for requests.

Tip - Although we strongly encourage qualitative rating – **evaluators still love to count** – so firms should put numbers in the TECH forms and CVs of consultants (total years of experience, total number of projects, etc.) for faster evaluation



- If offered, do a site visit
- Engage with TOR and address all requirements. Don't repeat TOR back.
- Comment on TOR (within reason!).
- Don't "copy and paste" prior proposal
- Demonstrate understanding of local context in proposal
- Write clearly and engagingly - not all evaluators are native speakers, some may not be technical specialists in the field, first impressions count - the first few pages are key

- Ensure consistency e.g. between work plan and personnel schedule
- Clearly explain how you will achieve deliverables – be innovative and clear
- Ensure sufficient field inputs
- Comply with any prescribed criteria such as minimum inputs of key experts on an input based contract

Examples of actual comments for 'Below Average' Rating for International Expert



“The expert failed to demonstrate that he has adequate experience in road design which is required for this position.”



“He has insufficient overseas exposure outside his home country.”



“The expert's listed experience was not relevant to road safety and structural engineering requirements of the position.”

- Select the best personnel, think particularly about
 - Team leader (interface) and
 - Local experts (development)
- Key experts who are rated zero or disqualified may prove fatal to an entire bid

- Do not simply insert the CV the expert sends you – work with the expert to emphasize (truthfully!) his/her relevant experience as per the TOR
- Provide a summary:
 - Total Years Experience in similar projects
 - Total Years Experience in similar geographic Area

Financial Proposals checklist

No conditions or restrictions

Total price within budget (if maximum)

Consistency with technical proposals

- Experts inputs
- Number of trips
- Number of days of per diem
- **NO FINANCIALS** in technical proposal

Financial Proposals - Correction of Errors



Generally, errors or inconsistencies construed against the consultant.



Basic Principle is that no advantage should be gained by the consultant from an inconsistency.



Different rules if “time based” or “lump sum”

Negotiations – common issues

- Consultant can't substantiate the rates.
- Consultant didn't budget properly (e.g. insufficient flights).
- Contract terms – (limitation of liability, IP ownership, etc.)
- ADB adjusting inputs/TOR.
- ADB requiring expert replacement, or...



Negotiations – Substitution

Key experts substituted during negotiations or later, during contract

- Done deliberately or due to circumstances?
- May be acceptable after the original validity period expires

Commercial realities

- Consultant firms may not be able to keep experts waiting – experts have to apply for multiple roles
- EA may not want to find new consultant due to delays or disruption



Post-contractual and Other Matters



Variations

- Almost all contracts are varied
- Know and follow the correct formalities (written notice, not emails, phone calls etc.)
- Time extension
- Budget extension
- Replacement of experts



Debriefing and Complaints



Debriefing:

- Unsuccessful bidders may request debriefing from the procuring entity (the EA or ADB).
- Debriefings are an excellent learning opportunity for future bids!



THANK YOU!

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ADB PPF Session on 2026 EDCF
Academy – MDB Procurement
Market Course - 20 May 2026



<https://forms.office.com/r/hKye2wEeGA>

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