



GREEN PARTNERS ASSOCIATION

Engaging-Empowering-Equipping for; a resilient People, resilient Planet & resilient Profit

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Procurement Policy

Procurement of goods, works and related services and consulting services shall be based on strict ethical principles and shall conform to GPA's internal procurement policy as described in this section. The procurement of goods, works, and related services as well as consulting services shall also take into account national best practices.

The following general principles apply to the procurement process:

- The bidding period will be fixed in a way that allows the bidders sufficient time to prepare their bids.
- The procurement process will comply with GPA's principles. At each step of the procurement process and specifically before a procurement decision is made, the procurement needs to be verified by at least two persons.
- Selection processes must be confidential. While a tender procedure is ongoing GPA will not release any information on the assessment of the bids or the recommendations on the award of contracts to bidders or to any other persons who are not officially involved in the selection procedure.

The following thresholds apply to procurement:

SN	Type of goods, services or works procured	Contract value	Procurement method
1	Any type	< 500,000 FCFA	Direct Award
2	For standard goods and services	≥ 500,000FCFA but < 3000,000FCFA	Price quotation/proforma (at least 3 qualified bidders)
3	For consulting services, non-standard goods and non-standard	≥ 3,000,000FCFA but < 10,000,000FCFA	Competitive Bidding and publish online (CB)
4	For works (construction)	≥ 10,000,000 but < 50,000,000FCFA	Limited Competitive Bidding (LCB)

Exceptions:

- 1- Exceptions possible depending on the context, eg. In areas where potential suppliers are not available
- 2- Exceptions may also occur in situations of war when we don't have many suppliers and in hard-to-reach areas with limited access to goods and services.
- 3- Exception also applies here because GPA has made it a duty to document a list of suppliers and their price for goods and services. Through this, potential suppliers can be selected.