

- Bids are required to be accompanied by bid bonds or other bid securities as stated in the bidding documents. Once a contract is awarded and a performance bond has been deposited by the winning bidder, bid bonds will be returned to the unsuccessful bidders.
- Bids received after the time stipulated in the bidding documents shall not be considered.
- Bidders may express the bid price in their own country's currency or, at the bidder's option, in a currency widely used in international trade.
- Bids must be opened publicly at the pre-announced time. The contract award must be made to the bidder whose bid has been determined to be the "lowest evaluated bid". The Bank must give its "no objection" to the evaluation and the award.
- Borrowers are permitted by Bank rules to grant a margin of preference to domestic and regional suppliers and contractors (as defined by specific domestic/regional content rules). The margin of preference that borrowers can grant for eligible *domestically* produced goods and related services is 15% and for construction works 10%. For eligible *regionally* produced goods and related services the margin of preference is 10% and, for construction works, 7.5%. (In actuality, borrowers do not utilize these preferences very frequently.)

Companies should endeavour to study and fully learn the procurement policies and procedures of the AfDB. Many firms have been disqualified from competitions due to minor technical violations of the procurement guidelines. Key documents are "Guidelines for the Use of Consultants" and "Rules of Procedure for Procurement of Goods and Services", which can be obtained through the International Trade Centres in Canada, DFAIT, or from OLIFI-Abidjan.

Obtaining Information on AfDB Projects and Bidding Opportunities

There is a wide array of available sources of information relevant to developing business in projects funded by the AfDB and other international financial institutions. With the advent of electronic data bases, the Internet and the World Wide Web, additional pertinent sources are expanding rapidly.

While the following outlines some of the primary sources of published and electronic information, consultants and suppliers should always endeavour to augment and verify information and obtain additional intelligence through direct contacts with key officers in the AfDB, the executing agencies and through liaison with relevant Canadian government trade offices. Also consult the list of other related information sources and key contacts detailed in the annexes.

Apart from local partners or representatives, executing agency personnel, AfDB loan and project officers, and other personal contacts which a firm may have in a borrowing country or in Abidjan, a key source of general project information is the fortnightly tabloid, *Development Business*, published by the United Nations. It contains the **Quarterly Operational Summary** of projects proposed for financing by the AfDB (the pipeline) as well as the **Monthly Operational Summary** of projects in the World Bank and Inter-American Development Bank (IDB) pipelines.