

II. The ABCs of the ADB

Sources of Information for Business

Companies that wish to take advantage of the contracts offered by the ADB should first consult the Bank Group's Quarterly Operational Summary and its annual loan program published in November. Copies of these documents are available from the Commercial Division of the Embassy in Abidjan, from Commercial Divisions of Canada's embassies throughout Africa, and in Canada from the Africa Trade Development Division (GAT), External Affairs and International Trade Canada (EAITC).

When reading these documents identify projects which correspond to your firm's professional capabilities and fields of expertise. You may select several projects of interest and then contact the responsible Canadian mission, identifying as specifically as possible the project name(s) and the recipient country. The information required includes:

- the present stage of the project;
- costs and components: proportion of cost of services and cost of equipment;
- equipment needs;
- types;
- names and addresses of executing agency;
- probable project timetable until loan agreement is signed;
- pre-qualification schedule for consultants, if applicable;
- approximate period for evaluation by ADB;
- names of other funding bodies and components they are funding; and
- names of Bank officers responsible for each successive stage of the project(s).

Companies should limit themselves to investigating only those projects that they are capable of completing. For strategic reasons, they should focus their action plan on regions in Africa and on countries with which they are quite familiar, and on projects that fall within their main fields of specialization. To have too many Canadian companies compete for the same project would not benefit any firm.

Once it has the information required for the project(s) it wishes to pursue, the company should concentrate its market development efforts on the executing agency involved. Direct contact with the executing agency allows the company an opportunity to introduce itself, to gather information about progress on the project, to initiate dialogue concerning supplies, and to position itself for future tender calls. Meanwhile, the ADB project liaison officer at the Abidjan Embassy can officially inform the Bank of the company's interest and brief the Bank on the firm's history.