ADB BUSINESS OPPORTUNITIES SEMINAR
Japan

December 2021

Introduction to ADB Procurement System

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Senior Procurement Specialist

Procurement, Portfolio and Financial Management Department (PPFD/PFP1)
A Brief about ADB

- Founded in 1966, HQ in Philippines
- 68 members
- 49 regional & 19 non-regional;
- 41 borrowing members

Main Instruments: Loan/Grants, Technical Assistance, Equity and Guarantees

Biggest ADB Borrowers: India, China, Pakistan, Bangladesh, Indonesia

To support its clients, ADB works with:
- Private sector
- NGOs and CBOs
- Foundations
- Academia /Think Tanks
- Donors
- Other International Organizations
ADB 2020 Sovereign Portfolio

*Portfolio by Region ($ billion)

- East Asia: 15% ($14.9 bn)
- Central and West Asia: 24% ($24.4 bn)
- South Asia: 33% ($33.9 bn)
- Southeast Asia: 24% ($24.9 bn)
- Pacific: 3% ($3.5 bn)
- Others: 0.2% ($0.2 bn)

Total: $102.1 bn

*Portfolio by Sector

<table>
<thead>
<tr>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRANSPORT</td>
<td>33%</td>
</tr>
<tr>
<td>ENERGY</td>
<td>22%</td>
</tr>
<tr>
<td>WATER</td>
<td>13%</td>
</tr>
<tr>
<td>AGRICULTURE</td>
<td>12%</td>
</tr>
<tr>
<td>EDUCATION</td>
<td>6%</td>
</tr>
<tr>
<td>PUBLIC SECTOR MANAGEMENT</td>
<td>4%</td>
</tr>
<tr>
<td>OTHERS</td>
<td>9%</td>
</tr>
</tbody>
</table>

*KMSD – Knowledge Management and Sustainable Development Departments

*Represents aggregate value of ongoing ADB-funded projects in 2020

Source: Asian Development Bank data.


ADB = Asian Development Bank.
ADB Management and staff. It may be shared outside ADB with appropriate permission.
ADB Sovereign Portfolio ($ million)

- 2016: 71.3 million
- 2017: 77.6 million
- 2018: 85.0 million
- 2019: 87.4 million
- 2020: 102.1 million
ADB Non-Sovereign Portfolio ($ million)

Figure 86: Total Committed Portfolio, 2016–2020 ($ million)

Source: Asian Development Bank data.
Strategy 2030: Seven Operational Priorities

- Addressing remaining poverty and reducing inequalities
- Accelerating progress in gender equality
- Tackling climate change, building climate and disaster resilience, and enhancing environmental sustainability
- Making cities more livable
- Promoting rural development and food security
- Strengthening governance and institutional capacity
- Fostering regional cooperation and integration

Key Approaches

- Expanding private sector operations
  - 1/3 of ADB operations by 2024
- Catalyzing and mobilizing financial resources for development
  - $1 in private sector operations financing matched by $2.50 of cofinancing
- Strengthening knowledge services
  - At least 75% of committed operations by 2030
  - $80 billion from own resources from 2019–2030

TYPES OF OPPORTUNITIES

• Goods
  o Machinery, equipment, computers, furniture

• Works
  o Roads, railways, bridges, irrigation canals, schools, power plants, pump stations, water treatment plants, heating plants, airports, etc.

• Non-consulting Services
  o Surveys, training, translation, event management

• Consulting Services
  o Site supervision (PMC), Project preparation & implementation, knowledge products, staff consultants
Roles and Responsibilities in ADB Procurement

**Loan/Grant**
- **Borrower (EA/IA)** carries out bidding of goods and works and selection of consultants*
- **Borrower** signs contract and monitors contract execution
- **ADB** reviews the procurement process to ensure compliance with the Loan/Grant Agreement.
- **ADB** may receive complaints and audit/sanction contractors.

* Exception: ADB may select consultants on behalf of borrower.

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**Roles and Responsibilities**

- **Borrower**
  - select consultant, contractor, supplier

- **ADB**
  - fiduciary role

- **Consultant, Contractor, Supplier**
  - Execute contract

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*INTERNAL. This information is accessible to ADB Management and staff. It may be shared outside ADB with appropriate permission.*
Roles and Responsibilities in ADB Procurement

**Technical Assistance (TA)**
- ADB selects consultants, (contractor, supplier)
- ADB contracts with them and monitors/administers.
- Borrower provides counterpart and receives technical inputs.
### Top Procurement Activities by Member State

#### Procurement Ranking – Goods

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PRC</td>
<td>PRC</td>
<td>IND</td>
<td>IND</td>
</tr>
<tr>
<td>2</td>
<td>IND</td>
<td>BAN</td>
<td>PRC</td>
<td>PRC</td>
</tr>
<tr>
<td>3</td>
<td>SWE</td>
<td>IND</td>
<td>USA</td>
<td>INO</td>
</tr>
<tr>
<td>4</td>
<td>INO</td>
<td>SWE</td>
<td>BAN</td>
<td>TUR</td>
</tr>
<tr>
<td>5</td>
<td>BAN</td>
<td>VIE</td>
<td>VIE</td>
<td>HKG</td>
</tr>
</tbody>
</table>

#### Procurement Ranking – Works

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PRC</td>
<td>PRC</td>
<td>PRC</td>
<td>IND</td>
</tr>
<tr>
<td>2</td>
<td>IND</td>
<td>IND</td>
<td>IND</td>
<td>PRC</td>
</tr>
<tr>
<td>3</td>
<td>KOR</td>
<td>BAN</td>
<td>BAN</td>
<td>PHI</td>
</tr>
<tr>
<td>4</td>
<td>BAN</td>
<td>GER</td>
<td>INO</td>
<td>BAN</td>
</tr>
<tr>
<td>5</td>
<td>VIE</td>
<td>PAK</td>
<td>PAK</td>
<td>PAK</td>
</tr>
</tbody>
</table>

#### Procurement Ranking – Consulting

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AUS</td>
<td>KOR</td>
<td>IND</td>
<td>USA</td>
</tr>
<tr>
<td>2</td>
<td>KOR</td>
<td>IND</td>
<td>AUS</td>
<td>KOR</td>
</tr>
<tr>
<td>3</td>
<td>IND</td>
<td>FRA</td>
<td>USA</td>
<td>IND</td>
</tr>
<tr>
<td>4</td>
<td>USA</td>
<td>UKG</td>
<td>GER</td>
<td>INO</td>
</tr>
<tr>
<td>5</td>
<td>PHI</td>
<td>AUS</td>
<td>FRA</td>
<td>AUS</td>
</tr>
</tbody>
</table>

Tables indicate country of origin for supplier, contractor, or consultant across the time period; ranked by total aggregate contract value per type (i.e. goods, works, or consulting services).
### Top Suppliers/Contractors from Japan


<table>
<thead>
<tr>
<th>Name</th>
<th>ADB Amt. ($M)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ogawa Seiki Co. Ltd.</td>
<td>27.89</td>
</tr>
<tr>
<td>Uzushio Electric Co. Ltd.</td>
<td>20.04</td>
</tr>
<tr>
<td>Sumitomo Electric Industries Ltd.</td>
<td>19.10</td>
</tr>
<tr>
<td>NEC Corp.</td>
<td>9.79</td>
</tr>
<tr>
<td>Mitsubishi Corp.</td>
<td>7.87</td>
</tr>
<tr>
<td>Others</td>
<td>19.96</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>104.66</strong></td>
</tr>
</tbody>
</table>
# Top Consultants from Japan

## Top 5 Consulting Services Providers (2016–2020)

<table>
<thead>
<tr>
<th>Rank</th>
<th>Name</th>
<th>ADB Amt ($ M)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Nippon Koei Co. Ltd.</td>
<td>27.06</td>
</tr>
<tr>
<td>2</td>
<td>Oriental Consultants Co. Ltd.</td>
<td>16.00</td>
</tr>
<tr>
<td>3</td>
<td>Padeco Co. Ltd.</td>
<td>15.04</td>
</tr>
<tr>
<td>4</td>
<td>NJS Consultants Co. Ltd.</td>
<td>9.63</td>
</tr>
<tr>
<td>5</td>
<td>CTI Engineering International Co. Ltd.</td>
<td>7.78</td>
</tr>
<tr>
<td></td>
<td>Others including individual consultants</td>
<td>33.78</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>109.29</strong></td>
</tr>
</tbody>
</table>
ADB’s Procurement Framework

For projects with concept papers approved **on or after 1 July 2017**

ADB’s new procurement framework comprises a Procurement Policy and Procurement Regulations for ADB Borrowers. It modernizes project procurement processes through a principles-based approach, to meet the diverse needs of clients as ADB scales up its operations in line with Strategy 2030.

![ADB Procurement Policy](image1)

![Procurement Regulations for ADB Borrowers](image2)

For projects with concept papers approved **before 1 July 2017**

ADB’s Procurement Guidelines and Guidelines on the Use of Consultants defined the policies and procedures for selecting, contracting, and monitoring suppliers of goods, works, and services for ADB-financed projects.

![Procurement Guidelines](image3)

![Guidelines on the Use of Consultants](image4)
<table>
<thead>
<tr>
<th>Principles</th>
<th>Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fairness</td>
<td>Equal opportunity; equitable distribution; and credible mechanisms for addressing procurement-related complaints.</td>
</tr>
<tr>
<td>Economy</td>
<td>Using price, quality, and any nonprice attributes to deliver viable projects.</td>
</tr>
<tr>
<td>Efficiency</td>
<td>Ensures procurement processes are proportional to value and risks.</td>
</tr>
<tr>
<td>Transparency</td>
<td>Deliver relevant procurement information publicly in a consistent and timely manner; appropriate reporting; and confidentiality.</td>
</tr>
<tr>
<td>Quality</td>
<td>Structured arrangements delivering appropriate outputs in an effective manner to achieve project outcomes and objectives.</td>
</tr>
<tr>
<td>Value for Money</td>
<td>Obtain optimal benefits through effective, efficient, and economic use of resources.</td>
</tr>
</tbody>
</table>
Abnormal Low Bids

✓ Identify abnormally low bids during the bid evaluation phase

✓ The borrower may seek clarifications from the bidder.

✓ Then determine whether to:
   1) reject abnormally low bids,
   2) require an increase of the performance security amount as a condition to award the contract, or,
   3) simply accept such bids
Stand Still Period, Debriefing and Complaints

Stand Still Period (if adopted):

• The borrower notifies bidders of its intention to award a contract to the successful bidder.
• Bidders have the right to challenge within a certain period.

Debriefing:

• Unsuccessful bidders may request explanation from the EA or ADB.

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
Membership Eligibility

- Only bidders from nationals of ADB Member Countries (68) are eligible.

- Only goods, works, and services produced in, and supplied from, Member Countries can be used.

- Board of Directors may approve waiver of the restrictions by a special vote

- Cofinancing in some cases: No membership restrictions apply

- Consultants – Exception
ADB Procurement Documents

Prequalification

Goods

Works (Large and Small Contracts)

Plant: Design, Supply, Install

Information Technology Products and Services (New)

Design-Build-Operate (New)

Request for Quotations (Goods and Works)

Consulting Services

Non-consulting Services (New)
ADB Procurement Methods

- Open Competitive Bidding
- Limited Competitive Bidding
- Request for Quotations
- Framework Agreement (consulting) New
- Electronic Reverse Auction New
- Direct Contracting
- Force Account
- Procurement from Specialized Agencies
- Procurement in Fragile Conflict-Affected and Emergency Situations New
- Procurement Agents
- Support to Government for Public-Private Partnerships
- Procurement of High-Level Technology New
- Community Participation in Procurement
- Procurement under Loans Guaranteed by ADB
- Procurement in Loans to Financial Intermediaries
Procurement (OCB, 1S2E, without qualification, prereview)

1. Submit draft BD (Bid Documents) to ADB
2. ADB review and no objection to BD
3. Submit draft IFB (Information for Bid)
4. IFB published on ADB Website
5. ADB review and no objection to BD
6. Public Opening of Technical Bid
7. Bid Preparation
8. Submit TBER (Tech. Bid Evaluation Report) to ADB
9. Public Opening of Financial Bid
10. Submit FBER (Fin. Bid Evaluation Report) to ADB
11. ADB review and no objection to FBER
12. Stand Still Period
13. Contract signing
14. Publication of Award
ADB’s Anticorruption Policy & Guidelines

Applies to EA/IAs, contractors, consultants, suppliers, ADB staff, and anyone connected to an ADB-financed, administered, or supported activity.
Types of Consultants

Recruitment may be national or international:

- Internationals may be from any country if he/she belongs to the eligible firm
- An individual shall be from ADB member country
- National shall be a citizen of the DMC
Procurement Methods to Recruit Firms

- QCBS: Quality & Cost Based Selection
- QBS: Quality Based Selection
- CQS: Consultants Qualifications Selection
- FBS: Fixed Budget Selection
- LCS: Least Cost Selection
- DC: Direct Contracting
How to find Information

1. ADB Business Center – www.adb.org/business

- How-Tos
- Policies & Regulations
- Procedures & Guidance
- Documents & Forms
2. Operational Procurement

- Procurement Plan
- Advance Action
- Prequalified Contractors
- Contracts Awarded
- Bidding Procedures

Goods, Works, and Non-Consulting Services →
ADB extends loans and provides technical assistance to its developing member countries for a broad range of development projects and programs involving the procurement of goods, works, and services.

https://www.adb.org/business/operational-procurement/goods-services

Operations Procurement

The Procurement, Portfolio and Financial Management Department (PFPD) provides fiduciary oversight of procurement of goods, works, non-consulting and consulting services. PFPD supports ADB staff and borrowers on procurement planning and implementation, contract management, and related risk assessment and mitigation throughout the project life cycle. It also leads procurement and consulting services innovation and capacity building initiatives.

Advance Action

If requested by the borrower, ADB is prepared, in urgent cases, to authorize procurement prior to loan approval. This is particularly when early contracting of goods or works would be crucial for timely completion of the project or when substantial financial benefits would accrue.

ADB will approve the draft prequalification or bidding documents before they are issued and ensure that requirements for public advertising and notification of bid notices be followed.

ADB’s approval of such advance procurement is with the explicit understanding that it does not commit ADB to approve the project and loan, and that future ADB financing depends on compliance with ADB’s procedural requirements.

Prequalified Contractors

The prequalification of contractors are undertaken for most large ADB-financed civil works contracts, turnkey contracts and contracts for the supply of expensive and technically complex equipment. ADB reviews and approves the prequalification process conducted by the borrower’s executing agency, and publish the list of prequalified contractors for contracts with estimated values of $10,000,000 and above.

Contracts Awarded

Contracts awarded for goods and civil works with contract values above US$1.0 million. An archive of the previous year’s contract awards is also provided.
3. Goods & Works – Specific Procurement Notice

ADB Business Opportunities Seminar
Consultants to Register in CMS (cms.adb.org)

Welcome to the Asian Development Bank’s Consultant Management System

Consultant Management System (CMS) is an integrated web-based system that supports the ADB’s consulting services recruitment, from advertising the opportunity to awarding consulting contracts. This portal will enable users to work with the different facilities available in CMS.

Consultants create and update their profile, search opportunities, send Expressions of Interest (EOIs), respond to Non-Committee Inquiries (NCIs), and prepare and submit proposals. Login to the system by typing in your registered email address and password.

Since CSRN is now integrated in CMS, consultants are encouraged to complete their full registration to help facilitate EOI submission by tagging project and consulting experiences entered in their profile.

Click here to know who can register as consultants in CMS.

By using this service, you are accepting the CMS Terms and Conditions.

ADB Project Team Members can access all CMS functions like creating a selection, advertising opportunities, sending Non-Committee Inquiries (NCIs), distributing Request for Proposals (RFPs), sending Notice to Proceed (NTPs), and approving requests, even while working outside of the ADB network. Login to the system by typing in your ADB Self-Service Username and Password.

Executing Agencies (EAs) can access Consulting Services Recruitment Notice (CSRN) to post consulting opportunities for ADB-financed projects. Login to the system by typing in your registered Username and Password.

To obtain an EA account, email your ADB Project Officer and copy cmshelp@adb.org with the following details:

1. Email address of the agency representative
2. Full name of the agency representative
3. Name and address of the agency
4. Duration of the recruitment for the project

Consulting Services Recruitment Notice (CSRN)
The Consulting Services Recruitment Notice provides detailed information on the consulting services required for ADB-financed or administered projects. The CSRN includes the terms of reference and is posted on ADB’s website for at least one month for firms for EA-administered projects, 15 days for firms for ADB-administered projects or 7 days for Individual consultants before shortlisting.

This will provide consultants sufficient time to prepare EOIs that are more specific and focused on the project’s requirements.

Click here to view the list of advertisements of consulting opportunities.

Login
Login using your registered username and password.

Registration
New user? Register now!

Register as Consulting firm
Register as Individual Consultant

Need Help?
For inquiries regarding the system, please email cmshelp@adb.org.

CMS SYSTEM UPDATE
Dear CMS Users,

The changeover period from the Consulting Services Recruitment Notice (CSRN) to the Consultant Management System (CMS) has concluded. We thank you for your cooperation during this interim process.

Should you have any inquiries, contact cmshelp@adb.org.

CMS Team

NOTE: CMS undergoes weekly maintenance activities from
### Consulting Services Recruitment Notices (CSRN)

#### Project Details:

<table>
<thead>
<tr>
<th>Project</th>
<th>Expertise</th>
<th>Consultant Type</th>
<th>Engagement Period (Months)</th>
<th>Published</th>
<th>Deadline (Manila local time)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Supervision Consultant - Telavi Water Supply Project</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supervision of Civil Works under the Project – Construction of Kindergartens and Sport Complexes in different regions of Georgia</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOAN-3893 GEO: North–South Corridor (Kvashi–Kobi) Road Project – KRRP/CS/IC-02 Health, Safety, Environment and Social Advisor (International Position) (S1257-001)</td>
<td>Health, Safety, Environment and Social Advisor</td>
<td>Individual</td>
<td>18</td>
<td>03-Sep-2020</td>
<td>09-Sep-2020 11:59 PM</td>
</tr>
<tr>
<td>LOAN-3893 GEO: North–South Corridor (Kvashi–Kobi) Road Project – KRRP/CS/IC-02 National Health and Safety Specialist (S1257-001)</td>
<td>Health and Safety Specialist</td>
<td>Individual</td>
<td>12</td>
<td>03-Sep-2020</td>
<td>09-Sep-2020 11:59 PM</td>
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<tr>
<td>TA-9624 REG: FCAS Specialist (S2050-001)</td>
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<td>Individual</td>
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<td>01-Sep-2020</td>
<td>07-Sep-2020 11:59 PM</td>
</tr>
</tbody>
</table>
Register for alerts

ADB’s CMS System: http://cms.adb.org

Goods & Works Notices: https://alerts.adb.org
駐日代表事務所ウェブサイト

ADBのプロジェクトについて

Search project

ADBのプロジェクトや入札に関する情報はここから英語でご覧できます。

ADBアップデート

駐日代表事務所メールマガジンを通じて、ADBの活動のご報告やイベント情報などをEメールで配信しています。アジア・太平洋地域の現状や開発問題について関心のある方は是非ご登録ください。過去に配信されたメールマガジンはこちらからご覧いただけます。過去に配信されたメールマガジンはこちらからご覧いただけます。

資料・出版物
Recommendations:

• Collecting information at an early stage
• Understanding on ADB Procurement
• Networking with ADB and local entities
• Price vs Quality
• Understanding on Documents (Specifications, Conditions of Contract)
For more information: adb.org

To join the community of ADB Consultants and Suppliers:
1) ADB Consultants Network:
https://www.linkedin.com/groups/3796524/

2) ADB Suppliers Network:
https://www.linkedin.com/groups/3796532/

Also follow “ADB Business Center”:
https://www.linkedin.com/showcase/adb-business-center/

Contact: Taisuke Miyao, tmiyao@adb.org
ADB BUSINESS OPPORTUNITIES SEMINAR

Japan

December 2021

Consulting Services Recruitment and Consultants’ Activities under the COVID Pandemic

Totsuka Natsuko
Principal Portfolio Management Specialist

Environment, Natural Resources and Agriculture Division, Central and West Asia Department (CWER)
Presentation Contents

• Recommendations – consulting services related

• Consultant’s activities under COVID
  o For contracts with ADB
  o For contracts with the government
Recommendations – Consulting Services Related

Contracts with ADB

- Consulting Firms
- Technical Assistances
- Individual Consultants (direct or via firm)

Staff Consultants = Individual ADB staffing budget

Contracts with the government

- Consulting Firms
- Loans and Grants
- Individual Consultants (direct or via firm)
Recommendations – Consulting Services Related

• **Contracts with ADB**
  - Project preparation, project implementation preparation support
  - Specialized studies and analyses (advisory support or detailed technical studies)
  - Capacity development of government entities

• **Contacts with the government**
  - Construction supervision, project implementation support
  - Detailed engineering design
  - Surveys, studies,
  - Specialized studies and analysis (advisory support or detailed technical studies)
  - Training, capacity development, livelihood support etc.
Recommendations – Consulting Services Related

- ADB experience – future opportunities
  - Small assignments may become future opportunities
  - For technical scores + reputation
- Similarity with Japanese ODA projects
  - Contracts with ADB and contracts with the government
  - Positive appeal in technical proposals
- Quality vs. Price – 90 : 10
  - Need strong technical proposals – how? – prior information collection
- Networking with ADB and local entities
- Knowing ADB’s strategies and priorities
  - Strategy 2030
  - ADB’s web-site
Strategy 2030: Seven Operational Priorities

1. Promoting rural development and food security
2. Strengthening governance and institutional capacity
3. Fostering regional cooperation and integration
4. Addressing remaining poverty and reducing inequalities
5. Accelerating progress in gender equality
6. Tackling climate change, building climate and disaster resilience, and enhancing environmental sustainability
7. Making cities more livable

Key Approaches

- Expanding private sector operations: 1/3 of ADB operations by 2024
- Catalyzing and mobilizing financial resources for development: $1 in private sector operations financing matched by $2.50 of cofinancing
- Strengthening knowledge services

Consultants’ Activities under COVID

Contracts with ADB

- Consulting Firms
- Individual Consultants
- Technical Assistances
- Staff Consultants
- ADB staffing budget

Contracts with the government

- Consulting Firms
- Individual Consultants
- Loans and Grants
Consultants’ Activities under COVID

Contracts with ADB

- Existing contracts
  - Activities largely continued or continuing with a brief gap or delay in 2020.
  - Reallocation of international inputs from field to home inputs
- New contracts
  - Difficult to include international trips, but not zero and resuming
  - Still need international inputs.
  - Need strategic international inputs in technical proposal

Contracts with the Governments

- Many countries – returning to normal operation