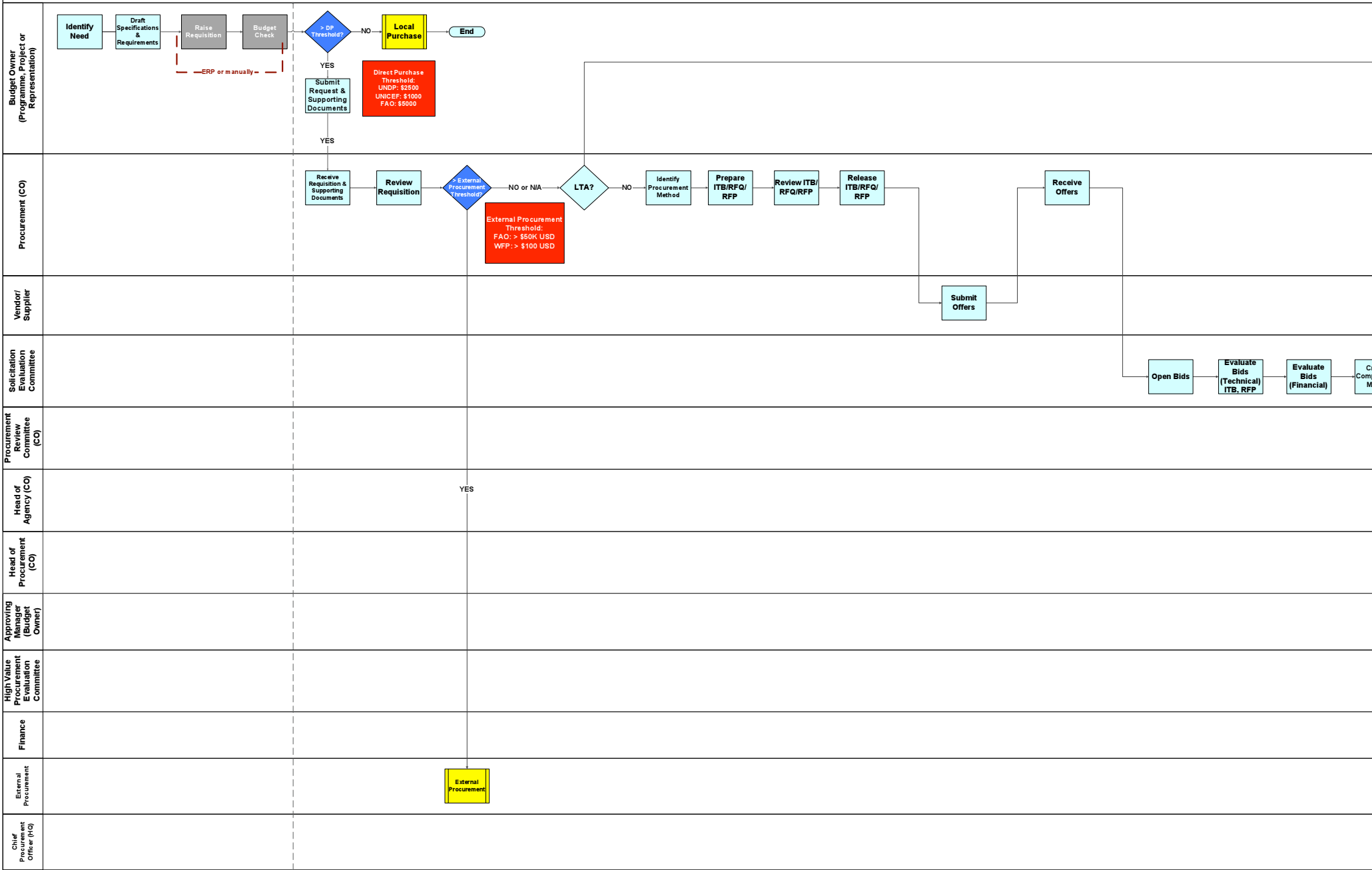


One UN Mozambique: To-Be Procurement of Goods



Comments

The procurement divisions of four resident UN agencies were analyzed for this project: UNDP, UNICEF, WFP and FAO. Given the disparate business rules governing procurement in the various resident agencies, this map is to serve only as a high-level guide to facilitate harmonization on the procurement process across all agencies in Mozambique. The rules & regulations of each agency takes precedence over any recommendations proposed herein.

Solicitation Evaluation Committee: This committee is responsible for opening incoming bids, quotes and proposal; reviewing the materials; creating a comparative matrix; and selecting vendor.

There are four major value thresholds that dictate the procurement, review and approval of the purchase of goods and services. The thresholds vary amongst the agencies and not all thresholds are relevant to all agencies.

- Direct Purchase Threshold: For procurements less than this threshold, the procurement is not required to go to committee and can be procured directly by the budget owner.
- Procurement Review Committee Threshold (i.e., CAP, NFPPC and CRC): For more expensive procurements, this committee will review the procurement, process and recommendation.
- High Value Procurement Evaluation Committee Threshold (i.e., ACP): This committee will review and endorse recommendations for procurements above \$100,000 USD for UNDP.
- External Procurement Threshold (i.e., AFSP and regional office for WFP): For procurements above \$50,000 USD, AFSP will handle the procurement for FAO. For procurements above \$100,000 USD, the regional office will handle procurements for WFP.

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ds
ncial)

Create
Comparative
Matrix

Select
Vendor

Document
Evaluation
Process

Sign
Evaluation
Document

Certify
Evaluation

YES

Waive
Competition
?

NO

> PRC
Threshold
?

Procurement Review
Committee Threshold:
UNICEF: > \$20K USD
WFP: > \$30K USD
UNDP: > \$30K USD

YES

Review
Supporting
Documents

Prepare
PRC
Submission

Submit
Case to
PRC

Present
Case to
PRC

Record
Meeting
Minutes

Present
Case to
Head of
Agency

> HV PEC
Threshold?

YES

Submit
Request to
HV PEC

NO or N/A

YES

Approve?

NO

END

YES

NO or N/A

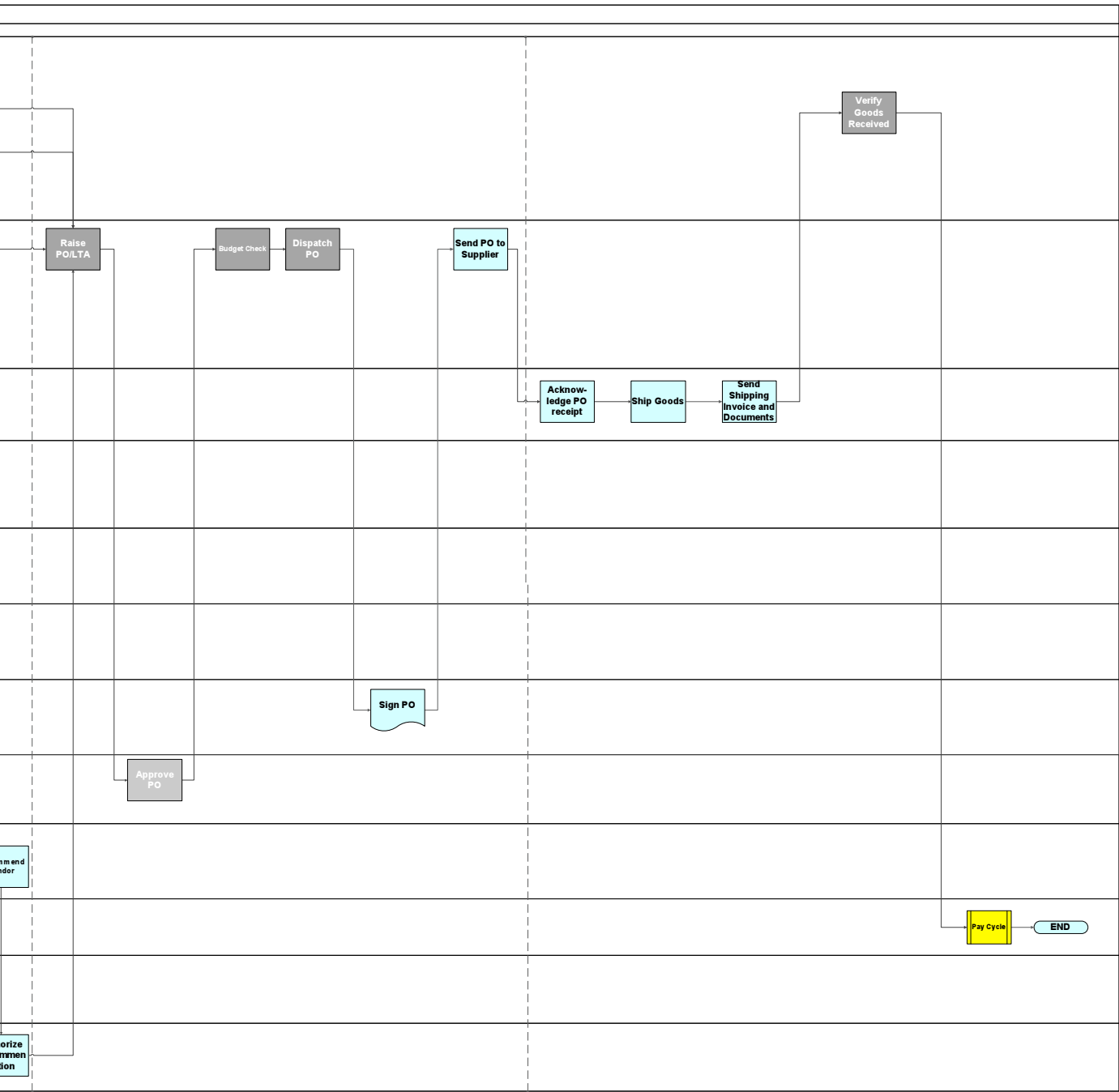
High Value
Procurement
Evaluation Committee
Threshold:
UNDP: > \$100K USD
or > \$30K USD for
waivers

Raise
POL

Review
Case

Recommend
Vendor

Authorize
Recommendation



Process Map Key	
Element	Definition
Process Activity	Value added activity/ step in the procurement process.
Automated Process Activity	Value added activity/ step that is usually, but not always, automated.
External Process	Series of activities/ steps outside the scope of country level procurement.
Customer Point	Customer/ beneficiary involvement.
Decision Point	Criteria for decision.