

GCF SAP Proposal: Scaling up Climate Resilience Solutions for Burundian Smallholders - Annex 8 Procurement Plan

I. General

1. **Project information** [Project name, Project Number, Country]:
2. **Version of the Plan:** Version 1.1 dated 10 June 2024
3. **Procurement Plan clearance date (to be indicated by GCF):**
4. **Period covered by this procurement plan:** This initial procurement plan is expected to cover at least the first 18 months of project/program implementation, or the full implementation period if available. Subsequent procurement plans (if needed) or substantial changes to this approved plan shall be communicated to the GCF upfront.

II. Procurement Methods and Prior Review Thresholds

Procurement Method	Abbreviation	Comments
Request For Quotation	RFQ	RFQ is the defined procurement method but could also refer to an RFP (request for proposal).
Tender	N/A	Refers to both open and restricted tendering.
Single sourcing	SS	
Long Term Agreement	LTA	- LTAs are established based on a tender resulting in a supplier being contracted for an extended period of time for strategic reasons (locking prices and terms). Referred to in our process as “preferred supplier/under contract”.

	Procurement Method ¹	Procurement category	Financial threshold applicable ²	Prior Review Threshold (applicable if the Executing Entity is not the AE) ³	Remarks
1.	RFQ/Tender/SS	Non-consultancy services	None	Not applicable	The use of the procurement method guided by Global Sourcing manual - Tender: Could be open or closed tenders. - SS could be adopted if it can be justified (example, airtime purchase from specific MNO). Please see details in the GS Manual - RFQ/RFP: At least 3 quotes collected (exceptional approval provided in the case of 2 providers identified) A competitive selection process is adopted for RFQ and tenders and the cheapest providers should be selected from a RFQ/RFP/Tender process. Detailed justification is to be provided for not selecting the cheapest provider and should be approved by the Procurement Manager (RFQ/RFP) or the tender committee (Tender)
2.	RFQ/RFP/Tender	Consultancy services	None	Not applicable	
3.	RFQ/RFP/SS	Individual consultants	None	Not applicable	SS will only be used unique situations. E.g., a service provider uniquely positioned with

					knowledge and expertise required for a given consultancy required for a trial product launch.
4.	RFQ/Tender/LTA/SS	Goods	None	Not applicable	- Tender: With IAF's collaboration with MINEAGRIE, most locally sourced farmer facing products needs to be sourced via an open tender. - SS is adopted in situations where we are faced with some monopoly for the Goods as we aim to source from upstream suppliers. E.g.: Sourcing directly from manufacturers, seed patent holders, branded products, fertilizer purchase from FOMI. Hybrid Maize, patented seed, and solar branded products are pre-approved for single sourcing and do not require a Procurement Manager approval.
5.	RFQ/RFP/Tender	Works	None	Not applicable	A competitive selection process is adopted. The choice of the procurement method is at the discretion of the procurement Manager. However, for unique, high value construction works (above \$50k), a tender process is adopted.

1. As per applicable procurement policy of the Accredited Entity.

2. Financial threshold for which the indicated procurement method should be used.

3. Financial threshold above which the Accredited Entity will review and provide clearance prior procurement process is initiated (not applicable if AE is the executing entity).

III. Procurement activities

1	2	3	4	5	6	7	8	9	10	11	12	13
Item No.	Description of works, goods, non-consultancy and consultancy services to be procured	Required Delivery / Commencement of Services time (weeks/ months after FP approval)	Procuring entity	Estimated cost (USD)	Procurement method ¹	Selection method ²	Prequalification (Yes/No)	Review by AE (Prior/Post procurement process)	Tender issuing (e.g. weeks/months from the FP approval, etc.)	Bid submission deadline (days/weeks after tender issuing day)	Evaluation and contract signing time (days/weeks after bid submission deadline)	Remarks
Non-consulting services												
1	Workshop Venues and Catering - 2025	TBD	1AF	\$4,414	RFQ/SS	QCBS/SS	Yes	N/A	TBD	TBD	TBD	Considering the location where the workshop or meeting needs to be held, eligible venues are identified against a pre-defined criteria. Quotes are collected from those who meet the criteria for an RFQ to be run. In the case where a unique provider qualifies, single sourcing is adopted.
2	Workshop Venues and Catering - 2026	TBD	1AF	\$4,635	RFQ/SS	QCBS/SS	Yes	N/A	TBD			
3	External Advertising - Radio broadcast - 2025	Year round	1AF	\$8,925	RFQ	QCBS	No	N/A	N/A	3 weeks before service is needed	2 weeks before service is needed	We have existing

4	External Advertising - Radio broadcast - 2026	Year round	1AF	\$9,371	RFQ	QCBS	No	N/A	N/A	3 weeks before service is needed		
5	Printing - 2025	15/01/2025	1AF	\$10,269	Tender/LTA	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	
6	Printing - 2026	15/01/2026	1AF	\$19,150	Tender/LTA	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	
7	Input Transport - 2025	01/02/2025	1AF	\$263,225	Tender/LTA	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	A competitive selection of a service provider was done mid last year where a 2 year contract was signed to end by mid 2025
8	Input Transport - 2026	01/02/2026	1AF	\$800,371	Tender/LTA	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	A competitive selection of a service provider was done mid last year where a 2 year contract was signed to end by mid 2025
Total:				\$1,120,359								
Consultancy services (companies)												
1												
2												
3												
4												
5												
Total:												
Goods												
1	Fertilizer - FOMI Imbura (for farmer distribution) - 25kg	15/01/2025	1AF	\$295,147	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
2	Fertilizer - FOMI Bagara (for farmer distribution) - 25kg	15/01/2025	1AF	\$8,370	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
3	Fertilizer - FOMI Totahaza (for farmer distribution) - 25kg	15/01/2025	1AF	\$97,012	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
4	Fertilizer - Lime 50kg	15/01/2025	1AF	\$6,429	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
5	Hoes	15/01/2025	1AF	\$1,955	SS	SSS	No	N/A	N/A	N/A	N/A	Hoes are sourced directly from the manufacturer in China and imported into the country.

6	Cookstoves	15/01/2025	1AF	\$342	RFQ	QCBS	No	N/A	N/A	N/A	N/A	We work with an NGO that consolidates local cooperatives that locally manufacture cook stoves. See the agreement
7	Harvest Drying Sheets	15/01/2025	1AF	\$0	RFQ	QCBS	Yes	N/A	6 months before desired delivery date	5 months before desired delivery date	4 months before desired delivery date	The selected quality will be sourced directly from the manufacturer in China. Importation process takes 3-4 months
8	Watering cans	15/01/2025	1AF	\$2,287	RFQ	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	Preference will be source from a local manufacturer or authorized distributor
9	PICS 100	15/01/2025	1AF	\$1,492	SS	SSS	No	N/A	6 months before desired delivery date	5 months before desired delivery date	4 months before desired delivery date	The selected quality will be sourced directly from the manufacturer in China. Importation process takes 3-4 months
10	Field supplies - Scoops - 2025	15/01/2025	1AF	\$17,063	SS	SSS	No	N/A	N/A	N/A	N/A	Scoops are sourced from a long standing supplier who have created molds of the scoops for our various programs
11	Fertilizer - FOMI Imbura (for farmer distribution) - 25kg	15/08/2025	1AF	\$3,076,561	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
12	Fertilizer - FOMI Bagara (for farmer distribution) - 25kg	15/08/2025	1AF	\$135,113	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
13	Fertilizer - FOMI Totahaza (for farmer distribution) - 25kg	15/08/2025	1AF	\$1,389,758	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
14	Fertilizer - Lime 50kg	15/08/2025	1AF	\$1,379,044	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
15	Seed - Hybrid Maize	15/08/2025	1AF	\$661,740	SS	SSS	No	N/A	N/A	N/A	N/A	Hybrid Maize are preapproved for single sourcing
16	Hoes	15/08/2025	1AF	\$35,643	SS	SSS	No	N/A	N/A	N/A	N/A	Hoes are sourced directly from the manufacturer in China and imported into the country.
17	Cookstoves	15/08/2025	1AF	\$2,382	RFQ	QCBS	No	N/A	N/A	N/A	N/A	We work with an NGO that consolidates local cooperatives that locally manufacture cook stoves. See the agreement

18	Harvest Drying Sheets	15/08/2025	1AF	\$22,191	RFQ	QCBS	Yes	N/A	6 months before desired delivery date	5 months before desired delivery date	4 months before desired delivery date	The selected quality will be sourced directly from the manufacturer in China. Importation process takes 3-4 months
19	Watering Cans	15/08/2025	1AF	\$65,532	RFQ	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	Preference will be source from a local manufacturer or authorized distributor
20	Field supplies - Planting strings	15/05/2025	1AF	\$26,250	Tender	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	The strings are imported by selected suppliers.
21	Tree; seeds kg	15/03/2025	1AF	\$29,590	SS	SSS	No	N/A	N/A	N/A	N/A	These are sourced from an authorized government institution. They have the reliable source over the years. Prices are standardized/
22	Biodegradable bags - nursery seedlings	15/03/2025	1AF	\$86,100	Tender	QCBS	No	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	
23	Fertilizer - FOMI Imbura (for farmer distribution) - 25kg	15/01/2026	1AF	\$3,143,313	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
24	Fertilizer - FOMI Bagara (for farmer distribution) - 25kg	15/01/2026	1AF	\$89,145	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
25	Fertilizer - FOMI Totahaza (for farmer distribution) - 25kg	15/01/2026	1AF	\$1,033,173	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
26	Fertilizer - Lime 50kg	15/01/2026	1AF	\$68,472	SS	SSS	No	N/A	N/A	N/A	N/A	The fertilizer market is government regulated and we required to source from FOMI - the national distributor
27	Hoes	15/01/2026	1AF	\$29,466	SS	SSS	No	N/A	N/A	N/A	N/A	Hoes are sourced directly from the manufacturer in China and imported into the country.
28	Cookstoves	15/01/2026	1AF	\$3,640	RFQ	QCBS	No	N/A	N/A	N/A	N/A	We work with an NGO that consolidates local cooperatives that locally manufacture cook stoves. See the agreement
29	Harvest Drying Sheets	15/01/2026	1AF	\$222,264	RFQ	QCBS	Yes	N/A	6 months before desired delivery date	5 months before desired delivery date	4 months before desired delivery date	The selected quality will be sourced directly from the manufacturer in China. Importation process takes 3-4 months

30	Watering cans	15/01/2026	1AF	\$72,311	RFQ	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	Preference will be source from a local manufacturer or authorized distributor
31	PICS 100	15/01/2026	1AF	\$1,403	SS	SSS	No	N/A	6 months before desired delivery date	5 months before desired delivery date	4 months before desired delivery date	
32	Field supplies - Planting strings	15/05/2026	1AF	\$48,951	Tender	QCBS	Yes	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	The strings are imported by selected suppliers.
33	Field supplies - Scoops - 2026	15/03/2026	1AF	\$31,818	SS	SSS	No	N/A	N/A	N/A	N/A	Scoops are sourced from a long standing supplier who have created molds of the scoops for our various programs
34	Tree; seeds kg	15/03/2026	1AF	\$57,037	SS	SSS	No	N/A	N/A	N/A	N/A	These are sourced from an authorized government institution. They have the reliable source over the years. Prices are standardized/
35	Biodegradable bags - nursery seedlings	15/03/2026	1AF	\$57,517	Tender	QCBS	No	N/A	3 months before desired delivery date	2.5 months before desired delivery date	2 months before desired delivery date	
Total:				\$12,198,509								
Works												
1												
2												
3												
4												
5												
Total:												
Individual consultants (if applicable)³												
1	NA											
2												
3												
4												
5												
Total:												

¹ As per applicable procurement policy. If method to be applied would be non-competitive (e.g. single sourcing, direct contracting) justification with concrete arguments must be provided under 'Remarks'

² Selection methods include Quality Cost Based Selection (QCBS), Quality Based Selection (QBS), Fixed Budget Selection (FBS), Least Cost Selection (LCS), Consultants Qualifications Selection (CQS), Single source selection (SSS)

³ If engagement of individual consultants is not processed under procurement (e.g. through human resources) indicate N/A