

PROCUREMENT POLICY OFFICE

Directive No 17
(issued pursuant to section 7 of the Public Procurement Act)

Maximum Time Limit for Issuing Invitation for Bids Following Prequalification of Bidders

1. It has been observed that there is a tendency for public bodies to take more than reasonable time to issue Invitation for Bids (IFB) following prequalification of bidders. This practice is not conducive to achieving optimum value for money since the availability of potential bidders' technical resources and key personnel to execute a project change over a given time period.
2. Public bodies are advised to adequately plan their procurement exercise and resolve all major administrative issues prior to launching their prequalification exercises so as to minimize the lead time between prequalification of bidders and issue of IFB documents.
3. When the time elapsed between the public body's determination of the list of prequalified firms, and the issuance of IFB exceeds 12 months, the public body should conduct a fresh prequalification process.
4. **Notwithstanding the above, where the project is fully or partly funded by financing agencies, additional time may be allowed due to the process of obtaining clearance from those agencies. (Amended as per Directive 34 dated 15 June 2017)**

Procurement Policy Office
13 October 2014