



# PROCUREMENT WEEK OF TANZANIA



## The Use of Technology to Improve Efficiency in Public Procurement function

### *Practical Experience & Testimonials of TANePS Implementation*

By :

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# AGENDA



- ❑ Overview of TANePS
- ❑ About NEC
- ❑ Application of TANePS in NEC tenders
- ❑ Procurement Cycle
- ❑ Practical experience of TANePS use
- ❑ Way forward





# OVERVIEW OF TANePS



- ❑ Tanzanian National e-Procurement System (TANePS) supports Goods, Works, Consultancy, Non-Consultancy and Disposal of assets tenders of all categories & volume
- ❑ TANePS mandate is under Section 9(j) of CAP 410 (PPA) and its Regulations 340 – 364 of GN 446 together with TANePS guideline of 15<sup>th</sup> October, 2018 as updated in order to provide smooth procedures for conducting strong e-procurement in URT





# OVERVIEW OF TANePS



- ❑ TANePS full fledge commenced on 20 Aug. 2019 & emphasized by Government Circular (PMG) of 23 Sept 2019 which directed all PEs to implement TANePS by 31 Dec 2019 without any excuse.
- ❑ NEC is one of PEs started to implement TANePS in F/Y 2019/20. NEC published its first APP & GPN on 13<sup>th</sup> December, 2019 followed by the full use of TANePS to all applicable tender categories as of to-date.





## ABOUT NEC



- ❑ The National Electoral Commission (NEC) was established on 13<sup>th</sup> January, 1993 as per Article 74 (1) of the URT Constitution.
- ❑ NEC is mandated to supervise general elections of the President, Parliamentarians and Councillors as per article 42(2) and 65 of the Constitution of URT of 1977 and the National Elections Act, Cap. 343 (R.E, 2015) and Local Authorities (Elections) Act, Cap. 292 (R.E 2015).





# Application of TANePS in NEC tenders



- ❑ Procurements at NEC are normally categorized as “SENSITIVE ITEMS. This is due to the fact that, any delay in Distribution of election materials to the polling centres country wide shall be against the Constitution and affects directly the **Public Interest**.
- ❑ In this case NEC need a very efficiency automated system like TANePS to assist in its procurement processes while observing the Five Rights (5Rs) of supply chain management



# Procurement Cycle



□ The procurement cycle under TANEPS environment follows a pre-determined order comprises **three main stages** with 32 sub activities (PEs & Bidders to follow) as indicated in chart 1:

□ **Pre-tendering stage:**

□ **Tendering stage:**

□ **Post-tendering stage:**





# Chart No.1 TANEPS Procurement Cycle







# Practical experience of TANePS use



- ❖ **Pre-tendering: Preparation and Publishing of APP**
- ❑ NEC prepared APP for 2019/20, 2020/21 and 2021/22 in total TZS 104B were planned & implemented. Bottlenecks...:
  - ✓ Upfront payment of 1M for APP & 0.5M for *GPN publication*
  - ✓ APP is not linked with tender work space when you prepare SPN. Eg. 21days in APP for single source. But no problem!
  - ✓ If you update the APP the previous one disappear
  - ✓ Not allowed to assign TC to prepare tender work space. If you delegate the task to Ag.HPMU you will be not able to review when you resume.





# Practical experience of TANEPS use.....



## ❖ Tendering phase: Invitation to Tenders (Step 1-8)

❑ Key bottlenecks at this stage include:

- ✓ Tender doc vs TANEPS Evaluation criteria miss match.
- ✓ Suppliers are required to fill a figure in all three types of price schedules for goods category in order to read complete
- ✓ OI need to set scores be included even to POA
- ✓ Upfront payment for SPN *TZS 250,000.00 cause delays*





# Practical experience of TANEPS use.....



## ❖ Tendering phase: Clarification of tenders (Step 9-12)

❑ All clarifications are handled online through TANEPS. Key bottlenecks include:

- ✓ Tedious work to attend so many clarification where most of them are repetitive and unrelated to the substance
- ✓ It is not possible to attend clarifications submitted few hours before Deadline for bidder to submit clarifications. (*TC need extra skills (Kujiongeza) to deal with that situation.*)





# Practical experience of TANEPS use.....



- ❖ **Receiving and opening of tenders (Step 13-14)**
- ❑ HPMU and TOC are responsible to unlock bids. ISSUES:
  - ✓ HPMU has no option to delegate (TC) to unlock bids.
  - ✓ Remember to press the button to unlock all bids instead of one by one to avoid a risk of skipping...
  - ✓ Users are enjoy the simplified automatic generated minutes/summary of the opened bids. *However, the summary sometimes is miss leading due to various miss match information.*





# Practical experience of TANEPS use.....



- ❖ **Tendering phase: Evaluation of tenders (Step 14-21)**
- ❑ Personal covenant signed are not printable.
- ❑ The system generated evaluation report is cumbersome to USE unless you prepare a manual report.
- ❑ Not possible to change the evaluator who get emergency..
- ❑ You must wait for 7 days to open financial proposals even in Single source tenders.
- ❑ Not possible for a bidders to respond the clarifications/correction





# Practical experience of TANEPS use.....



## ❖ ~~Tendering phase: Evaluation of tenders (Step 14-21)~~

- ❑ Lead evaluator may conclude the evaluation results in each stage without consensus with other evaluators
- ❑ Evaluation of tenders with many Lots is very repetitive tedious work. Several time we experience the system to stuck for that specific evaluation
- ❑ After evaluation of technical proposal the system starts cool off period prematurely/default settings
- ❑ No record when CEC & TEC were associated





# Practical experience of TANEPS use.....



## ❖ Tendering phase.....: Approval of Evaluation reports (Step 22)

❑ Before approval of the report need be reviewed by HPMU.

The following are the bottleneck:

❑ HPMU has no option to delegate ( TC) to review the report. Hence, more skills are needed here including to violate the password rule by giving password to officers to assist in review. It is strongly recommended for the TC be given access to review evaluation report





# Practical experience of TANEPS use.....



- ❖ **Tendering phase.....: Approval of Evaluation reports (Step 22)**
  - ❑ Approvals of evaluation report is done offline.
  - ❑ The Tender Board transacted their business in offline environment, after which HPMU entered all decisions of TB in the TANEPS as per guideline.
  - ❑ Once the manual evaluation report is attached in the system it is not possible to return to CEC/TECs for rectification unless to order re-evaluation which is a tedious work.







# Practical experience of TANEPS use.....



- ❖ **Tendering phase: Approval of Evaluation reports (Step 22-30)**
  - Tenders with more than one Lots face challenges during evaluation and award stage. It is difficult to award some Lots and reject other lots unless (Unajiongeza) you take them to award stage where you can reject some Lots.
  - in case of pre-qualification or EOI remember not to tick for post qualification radio button while filling tender workflow – this function is still not functioning and may lead to restart afresh as restricted tender.





# Practical experience of TANEPS use.....



- ❖ **Tendering phase: Award Notice publishing & Contract signing (Step 28-30)**
- The process of preparing manual contract documents and signing is still being conducted offline.
- ❖ It is a challenge to publish awarded tenders on time unless the upfront payment is made: *Tender Disclosure for ICT and NCT TZS 250,000.00, Quotation Disclosure for IS and NS TZS 50,000.00 Minor Value disclosure TZS 25.000*





# Practical experience of TANePS use.....



- ❖ **Other general Features be considered in TANePS**
- Vetting of tenders (Both by AG Chambers & Legal Officers)
- Complaints & Appeal handling process (AO & PPAA)
- Tender Board function (*Otherwise remove it - be like in Kenya*)
- e-Contract Management module main features do not entail to fulfil the requirement of PPR Part VIII - Contract Management - (Reg. 242-252)
- Auto generated printable reports -Reg. 63, 87, 166 etc.
- Contract amendments/Variations





# Practical experience of TANEPS use.....



## ❖ Other general Features be considered in TANEPS

- submission of performance security (I commend for good job by PPRA as the new version of standard tender documents issued on Feb, 2022 allows for the use of performance securing declaration) – This is good news to suppliers
- Time extension & Liquidated damages
- Interest for late payments





# Practical experience of TANEPS use.....



## ❖ Other general Features be considered in TANEPS

- ❑ Inspection and acceptance certificates/reports for the delivered items need be linked in the e-contract module in order to trigger for the payment process to start.
- ❑ Payment processes need be linked to MUSE or any other MOFP acceptable accounting system in order to reduce complaints from suppliers related to late payments





# Practical experience of TANEPS use.....



## ❖ Other general Features be considered in TANEPS

❑ Micro value tenders (Goods less than 5M, services less than 5M and works related less than 10m) - ***Seventh Schedule (Reg. 166). Reporting of Micro-values be recorded in the TANEPS system after tender board ratification in monthly/quarterly basis in order be consolidated in PPRA Country reports***

❑ Printing services by Government Printer (Take note of Government Circulars)





# Practical experience of TANEPS use.....



## ❖ Other general Features be considered in TANEPS

- ❑ Catalogue items & Fuel purchased direct from GPSA, through GIMIS system be integrated with TANEPS-Reg. 130
- ❑ Medical supplies (MSHITIRI) purchased direct from MSD, R.140-146
- ❑ Procurement of Conference Services–Guid. of Oct, 2017
- ❑ Emergency procurement of goods. services or works (R.63)





# Practical experience of TANEPS use.....



## ❖ NEC Achievements through use of TANEPS

- ✓ Realization of market price, where NEC recorded an overall saving of over TZS 45 billion
- ✓ Adequacy of distributed items during 2020 general election was 99% to all 81,567 polling centres
- ✓ Quality of procured items was 97%
- ✓ Delivery time as per 2020 General Elections time table was 100%
- ✓ Prompt payment to suppliers
- ✓ Few complaints & Appeals







# Practical experience of TANEPS use.....



## ❖ Other practical Benefits of TANEPS

- ✓ Easy for PMU to review evaluation report online at anywhere and at any time 24/7.
- ✓ Easy to do correction of arithmetic errors
- ✓ Easy to retrieve document when needed
- ✓ No need for storage facilities to archive tender records.
- ✓ Transparency - less temptations to corruption
- ✓ Minimised unnecessary complaints/appeals from negligence bidders





# Practical experience of TANEPS use.....



## ❖ Other practical Challenges of TANEPS

- ✓ Don't know where to go after a certain stage (easy to forget the instructions) if you don't practice frequently the system
- ✓ Persisted Unscheduled Maintenance/ Service Outage
- ✓ In adequate support from TANEPS help desk
- ✓ Limited network unless you work in the midnight or weekends
- ✓ Persisted Common mistakes





# WAY FORWARD



- ✓ More trainings to system users and potential suppliers (PEs & MOFP set budget). PSPTB & APSP check CPD hours compliance. PPRA & Ind/Trainers to train Suppliers
- ✓ Users to practice TANEPS frequently (PPRA/staging A/C)
- ✓ PPRA to strengthen the helpdesk by introducing a compressive TANEPS Call Centre in order to ensure promptly provision of support services in a 24/7 manner
- ✓ PPRA to set a target to remove parallel system - *We need an e-society in TANEPS*
- ✓ *Laws be amended accordingly to ensure e-society in TANEPS use (PPD)*





# THE END



End

- ❖ THANK YOU FOR YOUR ATTENTION
- ❖ ASANTE SANA
- ❖ MERCI BEAUCOUP
- ❖ 谢谢你很多
- ❖ MUCHAS GRACIAS
- ❖ GRATIAS TIBI VALDE
- ❖ SONGELA ZIGI ZIGI

