

1. **Proposed Position:** Procurement Specialist
2. **Name of Firm:** GID International BV
3. **Name of Staff:** Mr Erik Koenen
4. **Date of Birth:** April 21, 1966 **Nationality:** Dutch
5. **Education:** 1985-1990 – Fontys University of Applied Sciences, Mechanical Engineering with specialism Business Administration: incl. a.o. psychology/sociology, marketing (NIMA-A), purchasing; 1982-1985 - Advanced Technical School, Mechanical Engineering
6. **Membership of Professional Associations:** NEVI - Netherlands Institute for Procurement Management (NEVI is associate member of the Chartered Institute of Purchasing Supply CIPS and the International Federation of Purchasing and Supply Management IFPSM); Cofounder of the Federation of Procurement Specialists Organisations; and Cofounder of the Netherlands Platform for Public Procurement
7. **Other Training:** 2007 - NEVI2 (tactical purchasing management); 2005 - Purchasing Negotiations; 2004 - NEVI1 (operational purchasing); 1996 - Sales Negotiations; 1991 – Time Management
8. **Countries of Work Experience:** Abu Dhabi, Albania, Algeria, Bahrain, Bangladesh, Barbados, Belarus, Belgium, Botswana, Bulgaria, Burundi, China, Croatia, Cyprus, Dubai, Egypt, Estonia, France, Georgia, Germany, Ghana, Hungary, India, Iran, Italy, Kazakhstan, Kenya, Kosovo, Laos, Latvia, Lebanon, Lithuania, Malawi, Mozambique, the Netherlands, Pakistan, Peru, Poland, Romania, Russian Federation, Saudi Arabia, Serbia, Slovenia, South Africa, South Sudan, Swaziland, Tanzania, Thailand, Tobago, Uganda, Ukraine, United Kingdom, Uzbekistan, Yemen
9. **Languages** (*speaking, reading, and writing*): Dutch (mother tongue), English (excellent, excellent, excellent); German (fair, good, fair)

10. Employment Record:

From: 2001 To: present

Employer: GID International BV

Positions held: Managing Director; and Procurement Specialist, Trainer and Consultant

From: 1992 To: 2001

Employer: GEMCO Industrial Development BV

Positions held: Manager Operations Procurement; Procurement Specialist, Trainer and Consultant; and ICT supervisor

From: 1990 To: 1992

Employer: GEMCO International BV

Positions held: Proposal Engineer; Site Commissioning Supervisor; and ICT supervisor

<p>11. Detailed Tasks Assigned</p> <p>As per Terms of</p>	<p>12. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned (SELECTION OF WORK)</p> <p>Name of assignment or project: <u>Samarkand Solar Power Project</u> Year: <u>2013-present</u> Location: <u>Uzbekistan</u> Client: <u>Uzbekenergo</u></p>
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Reference of the Current Contract	<p>Funding: <u>Asian Development Bank</u> Main project features: <u>Project Preparation Technical Assistance</u> Positions held: <u>Procurement Specialist</u> Activities performed: <u>Advice the Executing Agency during the entire procurement process from preparation of the specifications of the works and services up to contract management, and everything in between. Capacity assessment of the Executing Agency, preparation of training material and providing workshops.</u></p> <p>Name of assignment or project: <u>Equipping 20 Technical and Vocational Institutes</u> Year: <u>2012-present</u> Location: <u>Yemen and Abu Dhabi</u> Client: <u>Abu Dhabi Fund for Development</u> Funding: <u>Abu Dhabi Fund for Development</u> Main project features: <u>Procurement assistance to arrange equipment for 20 institutes</u> Positions held: <u>Procurement Specialist</u> Activities performed: <u>The existing curricula were assessed in order to define equipment requirements. Room layouts were drafted. The tender documents were prepared and the entire procurement process was guided. Contracts for delivery were management.</u></p> <p>Name of assignment or project: <u>Procurement of laboratory equipment</u> Year: <u>2013</u> Location: <u>Abu Dhabi</u> Client: <u>M&I Labtech</u> Funding: <u>Private</u> Main project features: <u>Procurement of laboratory equipment</u> Positions held: <u>Procurement Specialist</u> Activities performed: <u>Procurement of laboratory equipment for an LNG plant.</u> Responsible for: <ul style="list-style-type: none"> • <u>Contract negotiations; and</u> • <u>Contract preparation.</u> </p> <p>Name of assignment or project: <u>World Bank Sanctioning</u> Year: <u>2012-2013</u> Location: <u>United Kingdom/the Netherlands</u> Client: <u>confidential</u> Funding: <u>Private</u> Main project features: <u>Preparation of due diligence and code of conduct</u> Positions held: <u>Procurement Consultant</u> Activities performed: <u>On behalf of a company debarred by the World Bank and subsequently cross-debarred by other donors preparation of:</u> <ul style="list-style-type: none"> • <u>A due diligence paper;</u> • <u>A code of conduct; and</u> • <u>Internal control processes.</u> </p> <p>Name of assignment or project: <u>Almaty CNG Bus Sector Reform Project Phase 2</u> Year: <u>2012</u> Location: <u>Kazakhstan</u> Client: <u>AlmatyElectroTrans</u> Funding: <u>EBRD</u> Main project features: <u>Preparation of procurement strategy for the procurement of CNG buses, refurbishment of bus depot, building of a new filling station, and two Public Service Contracts</u> Positions held: <u>Procurement Specialist</u> Activities performed: <u>An assessment was made regarding an upgrade of the specifications for CNG buses. Further an existing bus depot had to be refurbished and expanded with a gas filling station. A procurement strategy was prepared for the procurement of goods (buses, maintenance equipment, etc.), services (inspection of bus delivery and monitoring of works contractor) and works</u></p>
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(refurbishment of the depot). Further the City intended to enter into two PSCs for which strategic input was provided.

Name of assignment or project: Infrastructure Procurement Services

Year: 2012

Location: East Africa

Client: Trade Mark EA

Funding: Trade Mark EA

Main project features: Preparation of standard bidding documents for goods, works and services

Positions held: Procurement Specialist

Activities performed: Trade Mark implements funding on behalf of various donors and donor countries in East African countries. In order to standardize their processes, standard tender documents were prepared for the procurement of goods, works and services. Taking into account the thresholds different documents were prepared for small procurements, large procurements and framework contracts.

Name of assignment or project: Procurement of maintenance equipment

Year: 2012

Location: Abu Dhabi

Client: Gasco

Funding: Private

Main project features: Procurement of maintenance equipment

Positions held: Procurement Specialist

Activities performed: Procurement of maintenance equipment for a gas plant.

Responsible for:

- Contract negotiations;
- Contract preparation; and
- Contract management.

Name of assignment or project: Procurement of ICT equipment

Year: 2012

Location: Bangladesh

Client: Ministry of Commerce

Funding: European Commission

Main project features: EU Bangladesh Trade Policy Support Programme

Positions held: Procurement Specialist

Activities performed: Review of a draft tender dossier for ICT and office equipment. The necessary amendments were made to the various documents of the dossier before it was passed on to the Delegation for approval.

Name of assignment or project: ORIO Procurement Capacity Building

Year: 2012-2013

Location: Ghana

Client: NL Agency, NL EVD International

Funding: Dutch Government

Main project features: Support to the Public Procurement Authority of the Ministry of Finance and Economic Planning, the Ministry of Health and Ghana Health Services, the Ministry of Water Resources Works and Housing and Ghana Water Company, and Ministry of Roads and Highways and Ghana Highway Authority, in the successful implementation and roll out of procurement processes and tender procedures for large international infrastructure projects which are supported by Government-to-Government programme of the Netherlands

Positions held: Procurement Consultant

Activities performed: Defining the final scope of the intervention including the determination of applicable national and international rules and regulations. A needs assessment based on all four pillars of the OECD assessment. Identifying overarching procurement support to the Ghanaian procurement sector. Awareness raising at all project stakeholders in public and private sector. Development of an

implementation guideline. Providing procurement support to all beneficiaries.

Name of assignment or project: Procurement of cranes

Year: 2011

Location: Algeria

Client: Mitsubishi

Funding: Private

Main project features: Procurement of 40 and 100 tonnes Terex cranes

Positions held: Procurement Specialist

Activities performed: Preparation of contract. Negotiation of contract terms.

Name of assignment or project: Procurement Agent

Year: 2010-2011

Location: South Sudan

Client: Ministry of Finance and Economic Planning

Funding: World Bank

Main project features: Procurement of goods, works and services

Positions held: Procurement Manager

Activities performed: Managing the operations of the local procurement office from a distance and through regular visits. Monitoring the quality of the work done by the team in the field. Further providing training to the beneficiaries.

Name of assignment or project: International Procurement Consultant

Year: 2010-2012

Location: Albania

Client: Ministry of Education and Science

Funding: World Bank

Main project features: Advise on the procurement of all goods works and services

Positions held: Procurement Consultant

Activities performed: Advice the Ministry and all PIUs in all procurement matters, assess their capabilities and provide additional procurement training.

Name of assignment or project: Setting up a Standards Institute

Year: 2010-2012

Location: Barbados

Client: Barbados National Standards Institute

Funding: InterAmerican Development Bank

Main project features: Advise on the procurement of all goods works and services

Positions held: Team Leader and Procurement Specialist

Activities performed: Setting up a Standards Institute. Activities comprise:

- Development of all specifications to extend the existing building;
- Development of specifications for all required scientific equipment;
- Preparation of tender documents for goods, works and services; and
- Training of client personnel.

Name of assignment or project: Procurement of an annealing furnace

Year: 2010-2013

Location: Belarus

Client: Novogas

Funding: Private

Main project features: Procurement of an annealing furnace

Positions held: Project Manager and Procurement Specialist

Activities performed: Procurement of an annealing furnace, managing the contract and managing the entire project.

Name of assignment or project: Atyrau Oil & Gas College

Year: 2010

Location: Kazakhstan

Client: Ministry of Education
Funding: Local
Main project features: Equipment for Oil & Gas College
Positions held: Project Manager
Activities performed: Development of a education facility. The new vocational centre covers facilities for housing, sports facilities, kitchen, and classrooms and laboratories. Activities comprise:

- Identification of required goods and the necessary works;
- Preparation of specifications and presentation to the Ministry;
- Procurement of all goods; and
- Management of all contracts.

Name of assignment or project: Framework agreement with the Urban Transport Team of the EBRD

Year: 2009-2011

Location: EBRD member countries

Client: EBRD

Funding: EBRD

Main project features: Framework agreement with the Urban Transport Team of the EBRD to assist in procurement

Positions held: Procurement Specialist

Activities performed:

- Review procurement planning and strategy;
- Review and provide advice and guidance on tender documents for goods, works and services;
- Monitor procurement implementation and compliance;
- Review evaluation reports;
- Monitor and advice on complaints;
- Review contract documents prior to disbursement; and
- Provide training on the Banks' procurement policies and regulations.

Name of assignment or project: Liquefied Natural Gas Plant Peru

Year: 2009

Location: Peru

Client: Liquefied Natural Gas Plant Peru

Funding: Private

Main project features: Equipment for Liquefied Natural Gas Plant Peru

Positions held: Procurement Specialist

Activities performed: Purchasing goods, works and services of a storage facility at a new gas plant. Facility to store spare parts to be used as the plant. Part of the facility comprised a cooled area.

Name of assignment or project: Velika Gorica Urban Transport Programme

Year: 2009

Location: Croatia

Client: EBRD

Funding: EBRD

Main project features: Vehicles for Velika Gorica

Positions held: Procurement Specialist

Activities performed: Two contracts were implemented:

Contract 1: Review of tender evaluation report for procurement of city buses for the Velika Gorica Urban Transport Programme and advise whether the recommendation would be suitable for no-objection. Services comprise amongst others:

- Discuss the procurement procedure with the Evaluation Committee and review the existing report.
- Review all tenders received and assess responsiveness.
- Notify the Bank in case of complaints and other discrepancies found in the tender and in the tender procedure.

Followed by Contract 2: Procurement (re-tender) of city buses; standard, articulated and trolley buses and a special purpose vehicle.

Name of assignment or project: Maintenance workshop

Year: 2009

Location: Abu Dhabi

Client: Tecnicas

Funding: Private

Main project features: Maintenance equipment and tools

Positions held: Procurement Specialist

Activities performed: Purchasing of additional workshop and storage equipment to expand an existing plant. In 2001 involved in the procurement of the first equipment to erect the plant. Subsequently purchasing of a batch of spare parts for the equipment delivered in the past.

Name of assignment or project: Cooling plant in and industrial plant

Year: 2009

Location: Hungary

Client: Busch-Raba

Funding: Private

Main project features: Equipment for a cooling plant

Positions held: Procurement Specialist

Activities performed: Preparation of standard procurement documents.

Procurement of works and equipment for a cooling plant in a new industrial plant.

Name of assignment or project: Procurement of urban transport equipment and set-up of a project implementation unit

Year: 2009-2012

Location: Ukraine

Client: KievPastrans

Funding: EBRD

Main project features: Urban transport vehicles

Positions held: Project Director and Procurement Specialist

Activities performed: Procurement of city buses; standard, articulated and trolley buses, including related workshop equipment for maintenance. Furthermore training of PIU staff on project management, disbursement (grant management) and procurement.

Name of assignment or project: Purchase assistance

Year: 2008

Location: the Netherlands

Client: GEMCO Mobile Systems

Funding: Private

Main project features: Purchase assistance

Positions held: Procurement Specialist

Activities performed: Project purchasing for the company. The company is involved in the manufacturing of amongst other ambulances, fire fighting trucks, telecommunication vehicles, KLPD (nationwide police department) vehicles, etc..

Name of assignment or project: Equipment for a new industrial plant

Year: 2008-2009

Location: Germany

Client: Behringer

Funding: Private

Main project features: Equipment for a new industrial plant

Positions held: Procurement Specialist

Activities performed: Preparation of standard procurement documents.

Procurement of works and equipment for a new industrial plant for sawing machines.

Name of assignment or project: Purchase assistance
Year: 2008-2009
Location: the Netherlands
Client: GEMCO Industries
Funding: Private
Main project features: Purchase assistance
Positions held: Procurement Specialist
Activities performed: Purchasing of IT equipment and software to support operations of various GEMCO companies. Items obtained:

- Completely new IT system comprising new servers, virtual servers, back-up facility, and necessary software for IT management, etc.;
- Licenses for CAD software including training for employees on the updates and additional features;
- Laptops and related equipment; and
- New servers: one for each company, an e-mail exchange server and a separate server for CAD software.

Name of assignment or project: Sand plant in and industrial plant
Year: 2008-2009
Location: Hungary
Client: Busch-Raba
Funding: Private
Main project features: Equipment for a sand plant
Positions held: Procurement Specialist
Activities performed: Preparation of standard procurement documents. Procurement of works and equipment for a sand plant in a new industrial plant.

Name of assignment or project: Procurement review
Year: 2008
Location: Swaziland
Client: Ministry of Finance
Funding: Local
Main project features: Procurement review
Positions held: Procurement Manager
Activities performed: Conducting procurement reviews of various projects funded by local and international funds.

Name of assignment or project: Procurement assessment
Year: 2008
Location: Uganda
Client: Dutch Government and various other donors
Funding: Dutch Government
Main project features: Procurement assessment of the PPDA
Positions held: Procurement Manager
Activities performed: Conducting an assessment of the PPDA regarding its' organisational set-up, position in the government system, level of expertise, etc.. Establishment of Key Performance Indicators to monitor improvements at the PPDA.

Name of assignment or project: Fight against human trafficking
Year: 2008
Location: South Africa
Client: National Prosecuting Agency
Funding: European Commission
Main project features: Preparation of tender documents
Positions held: Team Leader and Procurement Specialist
Activities performed: Leading a team to prepare two tender dossier including training of the Contracting Authority how to implement the procurement procedure in accordance with the EC Practical Guide 2007.

- The first tender to select a research institute. The institute is to investigate

illegal trafficking of humans and human body parts from neighbouring countries.

- The second tender to select a communication company. This company is to prepare a strategy to inform possible victims of this crime. The strategy is later to be rolled out to other countries.
- Procurement training covering EC procurement guidelines in combination with procurement/project planning.

Name of assignment or project: Relocation of equipment from Germany to China

Year: 2007-2008

Location: China

Client: Saint-Gobain

Funding: Private

Main project features: Equipment relocation

Positions held: Project Manager

Activities performed: Preparation of a proposal for the relocation of a pressure tester from Germany to China. Managing the various service contractors on site, preparation of a re-erection plan and arranging all logistics.

Name of assignment or project: Training to credit providers

Year: 2007

Location: Georgia

Client: EBRD

Funding: EBRD

Main project features: Training to credit providers

Positions held: Project Manager

Activities performed: Training of credit providers how to provide funds to small and medium enterprises in the tourism sector.

Name of assignment or project: Procurement training to the private sector

Year: 2007

Location: Lebanon

Client: ProDev

Funding: Private

Main project features: Procurement training to the private sector

Positions held: Procurement Trainer

Activities performed: Providing a two day seminar to the private sector on the preparation of proposals for projects funded by the EC following the PRAG 2007.

Name of assignment or project: Strengthening of the health sector

Year: 2007

Location: Serbia

Client: Ministry of Health

Funding: European Commission

Main project features: Preparation of tender documentation

Positions held: Procurement Specialist

Activities performed: Upon an urgent request of the EAR preparation of a tender dossier for goods related to the project for strengthening the services of the public health laboratories in Serbia. The tender dossier was prepared using the most recent templates of the Practical Guide.

Name of assignment or project: Procurement training to the private sector

Year: 2007

Location: Cyprus

Client: Alestar

Funding: Private

Main project features: Procurement training to the private sector

Positions held: Procurement Trainer

Activities performed: Providing training to the private sector in Nicosia and in Limassol regarding bidding on EuropeAid projects. Further chairperson of both

seminars which lasted three days each.

Name of assignment or project: Independent Procurement Review

Year: 2007

Location: India

Client: World Bank

Funding: World Bank

Main project features: Independent Procurement Review

Positions held: Procurement Manager

Activities performed: Independent Procurement Review to review the procurement, contracting, and implementation processes which have been followed under Bank-financed projects in India, to confirm their consistency with the Loan/Credit Agreements.

Name of assignment or project: Procurement of NPR supplies

Year: 2007-present

Location: the Netherlands

Client: GEMCO Engineers

Funding: Private

Main project features: Procurement of NPR supplies

Positions held: Procurement Manager

Activities performed: Managing the purchase and arranging all logistics for spare parts related to past, finalized projects implemented worldwide.

Name of assignment or project: Establishment of a new foundry

Year: 2006-2009

Location: France

Client: JEZ

Funding: Private

Main project features: Establishment of a new foundry

Positions held: Procurement Specialist

Activities performed: Preparation of standard procurement documents. Procurement of works and equipment for a new industrial plant. The foundry is to produce cross beams for amongst other the France railways.

Name of assignment or project: Procurement framework contract

Year: 2006-2010

Location: the Netherlands

Client: Dutch Ministry of Foreign Affairs

Funding: Dutch Government

Main project features: Procurement services

Positions held: Procurement Manager and Deputy Project Director

Activities performed: On behalf of the Dutch Ministry of Foreign Affairs international procurement services and procurement advice to the Dutch Ministry of Development Cooperation and to all Dutch Embassies in the world. Tenders dealt with:

- Procurement of furniture for 10 barracks in Burundi; and
- Procurement of a ferry boat on the river Danube between Croatia and Serbia.

Name of assignment or project: Establishment of a new foundry

Year: 2006-2008

Location: Belgium and Thailand

Client: Magotteaux

Funding: Private

Main project features: Establishment of a new foundry

Positions held: Procurement Specialist

Activities performed: Preparation of standard procurement documents. Procurement of works and equipment for a new industrial plant.

Name of assignment or project: Establishment of a new foundry
Year: 2006-2008
Location: Iran
Client: AsiaPerlite
Funding: Private
Main project features: Establishment of a new foundry
Positions held: Procurement Specialist
Activities performed: Preparation of standard procurement documents.
Procurement of works and equipment for a new industrial plant.

Name of assignment or project: Procurement and Management Advice to the Central Medical Stores
Year: 2006-2008
Location: Malawi
Client: Ministry of Health
Funding: World Bank
Main project features: Procurement and management advice to the Central Medical Stores
Positions held: Procurement Manager
Activities performed: Procurement and management advice to the Central Medical Stores under the Ministry of Health of Malawi. Procurement of pharmaceuticals. Financial management. Stock control through effective filing and documentation.

Name of assignment or project: Establishment of a Bureau of Standards
Year: 2006-2008
Location: Botswana
Client: Botswana Bureau of Standards
Funding: African Development Bank
Main project features: Establishment of a Bureau of Standards
Positions held: Procurement Manager
Activities performed: Preparation of a procurement guide, standard procurement documents, procurement plan and starting up the procurement of the project including training of local personnel. During the project continuously assisting local personnel on procurement and logistical matters and reviewing documents.

Name of assignment or project: Independent Procurement Review
Year: 2006-2007
Location: Malawi
Client: World Bank
Funding: World Bank
Main project features: Independent Procurement Review
Positions held: Procurement Manager
Activities performed: Independent Procurement Review to review the procurement, contracting, and implementation processes which have been followed for a sample of up to 100 contracts under Bank-financed projects in Malawi, to confirm their consistency with the Loan/Credit Agreements.

Name of assignment or project: Establishment of a new foundry
Year: 2006-2007
Location: France
Client: Baxi
Funding: Private
Main project features: Establishment of a new foundry
Positions held: Procurement Specialist
Activities performed: Preparation of standard procurement documents.
Procurement of works and equipment for a new industrial plant.

Name of assignment or project: Procurement training to Environmental Protection Agencies

Year: 2006
Location: Bulgaria and Romania
Client: European Commission-Phare
Funding: European Commission
Main project features: Procurement training to Environmental Protection Agencies
Positions held: Procurement Trainer
Activities performed: Providing training on the handling of the EC procurement guidelines. A general training was provided to six EPAs and to the Ministries of Environment of both countries during the final, combined seminar of the Cross Border Cooperation programme 2003. A more in-depth training was given to the EPAs at the Romanian side including municipal representatives.

Name of assignment or project: Procurement of maintenance equipment
Year: 2006

Location: Russian Federation
Client: European Commission-Tacis
Funding: Local
Main project features: Procurement of maintenance equipment
Positions held: Procurement Specialist
Activities performed: Procurement of maintenance equipment for all Nuclear Power Plants in the Russian Federation. Responsible for:

- Contract negotiations;
- Contract preparation; and
- Contract management.

Name of assignment or project: Procurement of maintenance equipment
Year: 2006

Location: Russian Federation
Client: Chyotec
Funding: Private
Main project features: Procurement of maintenance equipment
Positions held: Procurement Specialist
Activities performed: Procurement of maintenance equipment for oil rigs. Responsible for:

- Contract negotiations; and
- Contract preparation.

Name of assignment or project: Procurement of maintenance equipment
Year: 2006

Location: Russian Federation
Client: Parsons
Funding: Private
Main project features: Procurement of maintenance equipment
Positions held: Procurement Specialist
Activities performed: Procurement of fire fighting equipment. Responsible for:

- Contract negotiations; and
- Contract preparation.

Name of assignment or project: Independent Procurement Review
Year: 2005

Location: Bangladesh
Client: World Bank
Funding: World Bank
Main project features: Independent Procurement Review
Positions held: Procurement Manager
Activities performed: Independent Procurement Review to review the procurement, contracting, and implementation processes which have been followed for a sample of up to 70 contracts under Bank-financed projects in Malawi, to confirm their consistency with the Loan/Credit Agreements.

Name of assignment or project: Purchase assistance
Year: 2005
Location: the Netherlands
Client: GEMCO Industries
Funding: Private
Main project features: Purchase assistance
Positions held: Procurement Specialist
Activities performed: Procurement of a new telecommunication system including maintenance contract. The new system to be connected to the IT system through an interface and to the security network of the building. The security network interfaced to a security company.

Name of assignment or project: Procurement Advise for Sustainable Procurement
Year: 2005
Location: Africa
Client: World Bank
Funding: World Bank
Main project features: Procurement Advise for Sustainable Procurement
Positions held: Procurement Advisor
Activities performed: Providing advice to the project how to guarantee the procurement of tropical wood from certified wood plants.

Name of assignment or project: Establishment of a procurement department
Year: 2005
Location: the Netherlands
Client: GEMCO Engineers
Funding: Private
Main project features: Establishment of a procurement department
Positions held: Procurement Manager
Activities performed: Establishment of a procurement department.

Name of assignment or project: Relocation and procurement of industrial machinery
Year: 2005
Location: Germany and South Africa
Client: DaimlerChrysler
Funding: Private
Main project features: Relocation and procurement of industrial machinery
Positions held: Procurement Manager
Activities performed: Procurement of machinery and equipment for DaimlerChrysler for the extension of an existing foundry, partly through renewal of an existing plant and partly building a new plant. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Institutional Capacity Development in Public and Private Procurement Management Year: 2004-2009
Location: Uganda
Client: Universities of Kyambogo and Makarere
Funding: Dutch Government
Main project features: Development of training curricula in the areas of procurement and purchasing
Positions held: Procurement Manager and Procurement Trainer
Activities performed: NPT support for Institutional Capacity Development in Public and Private Procurement Management. The curricula to be developed cover procurement as well as project management approach.

- Engagement in short-term assignments at the project site for provision of educational and advisory services; and
- Participation in the overall project steering, through engagement in the Project Steering and Advisory committee.

Name of assignment or project: Framework agreement with the Urban Transport Team of the EBRD

Year: 2004-2005

Location: EBRD member countries

Client: EBRD

Funding: EBRD

Main project features: Framework agreement with the Urban Transport Team of the EBRD to assist in procurement

Positions held: Procurement Specialist

Activities performed:

- Review procurement planning and strategy;
- Review and provide advice and guidance on tender documents for goods, works and services;
- Monitor procurement implementation and compliance;
- Review evaluation reports;
- Monitor and advice on complaints;
- Review contract documents prior to disbursement; and
- Provide training on the Banks' procurement policies and regulations.

Name of assignment or project: National Historical Museum of Kenya

Year: 2004-2005

Location: Kenya

Client: EDF

Funding: European Commission

Main project features: Procurement training to the National Museums

Positions held: Procurement Trainer

Activities performed: Establishing a solid and durable management and financial base for recovery and sustainable development of the National Museums of Kenya, through an integrated restructuring package encompassing management improvements, increased cost effectiveness, and adoption of attractive, modern, cost effective, responsive and properly marketed service delivery practices.

Provide training on procurement and project management for the refurbishment of the Museum.

Name of assignment or project: Procurement of equipment for a maintenance workshop

Year: 2004-2005

Location: Uzbekistan

Client: EBRD

Funding: EBRD

Main project features: Procurement of equipment for a maintenance workshop

Positions held: Procurement Specialist

Activities performed: Procurement of equipment for a maintenance workshop.

Responsible for:

- Contract negotiations; and
- Contract preparation.

Name of assignment or project: Establishment of a brake disk factory

Year: 2004-2005

Location: Italy and Poland

Client: Brembo

Funding: Private

Main project features: Procurement of industrial machinery

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a brake disk

factory producing disks for motorcycles and Formula 1 cars. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Assistance with preparation and award of a Public Service Contract

Year: 2003-2006

Location: Bulgaria

Client: Municipality of Sofia

Funding: EBRD

Main project features: Assistance with preparation and award of a Public Service Contract

Positions held: Procurement Specialist

Activities performed: Assistance to the City of Sofia with preparation and award of a Public Service Contract for the operation of more than 100 buses for urban transport. The activities are:

- Preparation of tender documents;
- Advice the evaluation committee during the bid opening and the evaluation; and
- The preparation of the evaluation report and recommendation of award of contracts.

Name of assignment or project: National Programme of Expenditure Management Reform

Year: 2003-2006

Location: Mozambique

Client: Ministry of Finance

Funding: African Development Bank

Main project features: Procurement Services to the Ministry of Finance

Positions held: Procurement Manager

Activities performed: To undertake all stages of the procurement and contract management processes within the policies and guidelines described in its Procurement Manual (PM). Goods, works and service were to be procured estimated USD 28 million related to the National Programme of Expenditure Management Reform. Procurement of a nation-wide IT system for decentralised budget management.

Name of assignment or project: Procurement of a new ticketing system

Year: 2003-2006

Location: Bulgaria

Client: Municipality of Sofia

Funding: EBRD

Main project features: Procurement of a new ticketing system

Positions held: Procurement Specialist

Activities performed: Assistance to the Sofia Municipality in the procurement of a new ticketing system for all public transport in Sofia (bus, trolley bus, metro and tram). The activities are:

- Preparation of tender documents;
- Advice the evaluation committee during the bid opening and the evaluation; and
- The preparation of the evaluation report and recommendation of award of contracts.

Name of assignment or project: Set-up and manage the Financial Management Agency

Year: 2003-2006

Location: Malawi

Client: National Aids Commission

Funding: World Bank
Main project features: Set-up and manage the Financial Management Agency
Positions held: Procurement Manager
Activities performed: Set-up and manage the Financial Management Agency (FMA). This agency will be responsible for: Financial management; Proposal review process; Funds disbursement; Financial/ organizational support to implementing organizations; Procurement support to the National Aids Commission; and Reporting. A team of 6 experts was mobilised to assist the National Aids Commission. This Commission was to spent approx. USD275 million to define projects in the fight against HIV/AIDS.

Name of assignment or project: Framework agreement with the Natural Resources Team of the EBRD

Year: 2003-2004

Location: EBRD member countries

Client: EBRD

Funding: EBRD

Main project features: Framework agreement with the Natural Resources Team of the EBRD to assist in procurement

Positions held: Procurement Specialist

Activities performed:

- Review procurement planning and strategy;
- Review and provide advice and guidance on tender documents for goods, works and services;
- Monitor procurement implementation and compliance;
- Review evaluation reports;
- Monitor and advice on complaints;
- Review contract documents prior to disbursement; and
- Provide training on the Banks' procurement policies and regulations.

Name of assignment or project: Secondary Education Modernisation Programme

Year: 2003-2004

Location: Trinidad & Tobago

Client: Ministry of Education

Funding: InterAmerican Development Bank

Main project features: Procurement training

Positions held: Procurement Manager

Activities performed: For the Ministry of Education in relation to the Secondary Education Modernisation Programme training had to be provided to learn how to write tender specifications for educational material.

Name of assignment or project: Establishment of a vehicle maintenance workshop

Year: 2003-2004

Location: Kazakhstan

Client: Uzenmunaigaz

Funding: Private

Main project features: Establishment of a vehicle maintenance workshop

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a vehicle maintenance workshop. Vehicles are to maintain the oil rigs in the region.

Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Procurement training and review of tender documentation

Year: 2003-2004

Location: Belgium
Client: IBF
Funding: Private
Main project features: Procurement training and review of tender documentation
Positions held: Procurement Specialist
Activities performed: Activities were two-fold:

- On behalf of the company reviewed four tender dossier for an EC funded project in Albania. The tenders were to follow the latest Practical Guide, May 2003.
- An informative training was provided to all staff of the company to raise awareness on procurement in particular in accordance with the PRAG.

Name of assignment or project: Establishment of a maintenance workshop
Year: 2003
Location: Kosovo
Client: EAR
Funding: European Commission
Main project features: Establishment of a maintenance workshop
Positions held: Procurement Specialist
Activities performed: Procurement of machinery and equipment for a maintenance workshop for the Kosovomont mines. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Procurement of city buses
Year: 2002-2004
Location: Bulgaria
Client: Municipality of Sofia
Funding: EBRD
Main project features: Procurement of city buses
Positions held: Procurement Specialist
Activities performed: Assistance to the Sofia Municipality in the procurement of new low-floor solo buses, new articulated buses and new low-floor trolley buses.
The activities are:

- Preparation of tender documents;
- Advice the evaluation committee during the bid opening and the evaluation; and
- The preparation of the evaluation report and recommendation of award of contracts.

Name of assignment or project: Technical Colleges
Year: 2002-2003
Location: Uzbekistan
Client: Ministry of Education
Funding: Asian Development Bank
Main project features: Preparation of specifications for technical colleges
Positions held: Procurement Manager
Activities performed: Preparation of tender specifications for 45 professional technical colleges.

- Provide assistance with the preparation of technical specifications; and
- Procurement advice.

Name of assignment or project: Priority Investment Programme 2001
Year: 2001-2005
Location: Serbia
Client: Municipality of Belgrade
Funding: EBRD
Main project features: Procurement of city buses

Positions held: Procurement Specialist
Activities performed: Preview and elaborate the Priority Investment Programme 2001 and advice on restructuring the Public Transport Sector and related institutional and regulatory framework. Tasks within the project are, amongst others:

- Assist with the preparation of technical specifications;
- Assist with the preparation of tender documents for goods and works;
- Training of members of the procurement unit in all aspects of procurement;
- Advice on restructuring the Public Transport Sector and related institutional and regulatory framework; and
- Identification of other available funding sources for investments in Public Transport.

Name of assignment or project: Set-up of a Public Procurement Office

Year: 2001-2004

Location: Slovenia

Client: Ministry of Finance

Funding: Dutch Government

Main project features: Set-up of a Public Procurement Office

Positions held: Project Director and Procurement Specialist

Activities performed: Purpose of this project is to contribute to transparent and efficient public procurement procedures within the new Public Procurement Office of Slovenia. The following tasks are included:

- To set up a sound legal framework (procurement code, rules & regulations, and instructions) to ensure transparency and efficiency;
- To draft standard documents (tender documents, contracts, evaluation systems);
- To draft and conduct training programmes for Agency staff, trainers and staff; and
- To set up procurement information technology interlinkages between Federal and Provincial Governments.

Name of assignment or project: Establishment of a maintenance workshops

Year: 2001-2002

Location: Uzbekistan

Client: EBRD

Funding: EBRD

Main project features: Establishment of a maintenance workshops

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for 12 maintenance workshops. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Establishment of a maintenance workshop

Year: 2001-2002

Location: Algeria

Client: Initec

Funding: Private

Main project features: Establishment of a maintenance workshop

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a maintenance workshop. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Establishment of a maintenance workshop at the Qena Cement Project

Year: 2001

Location: Egypt

Client: FL Smith & Co

Funding: Private

Main project features: Establishment of a maintenance workshop

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a maintenance workshop at the Qena Cement Project. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Establishment of a maintenance workshop at a Polyethylene Plant

Year: 2001

Location: Abu Dhabi

Client: Tecnicas

Funding: Private

Main project features: Establishment of a maintenance workshop

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a maintenance workshop at a Polyethylene Plant. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Establishment of a maintenance workshop at the Lube Oil Expansion Project

Year: 2001

Location: Egypt

Client: Foster Wheeler

Funding: Private

Main project features: Establishment of a maintenance workshop

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a maintenance workshop at the Lube Oil Expansion Project. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Support to Economic Federalism and Public Economic Law

Year: 2000-2001

Location: Russian Federation

Client Ministry of Economic Development and Trade

Funding: European Commission

Main project features: Procurement of IT equipment

Positions held: Procurement Specialist

Activities performed: With regard to the project Support to Economic Federalism and Public Economic Law, financed by EC-Tacis, assistance in the procurement of goods for the Ministry of Economic Development and Trade and three regional administrations. Activities comprise:

- Review and amendment of the tender documents and technical specifications;

- Assistance in monitoring the bidding process;
- Training of members of the procurement unit in all aspects of procurement;
- Chairperson of the evaluation committee involved in the public bid opening and the evaluation; and
- Drafting the contract.

Name of assignment or project: Reinforcing the capacity of Georgian Authorities to support and protect the OSCE Observer Mission

Year: 2000-2001

Location: Georgia

Client: European Commission

Funding: European Commission

Main project features: Procurement services

Positions held: Procurement Manager

Activities performed: Contribution of the EU towards reinforcing the capacity of Georgian Authorities to support and protect the OSCE Observer Mission on the border of the Republic of Georgia with the Chechen Republic of the Russian Federation.

- Setting up standard tender documents for the Programme;
- Issuing invitations for bids, budgeting and invoicing;
- Sourcing of suppliers and finalisation of short-lists;
- Preparation, issuing and evaluation of documents;
- Monitoring the implementation of the contracts; and
- Reporting, management of special fund.

Name of assignment or project: Public Administration Reform

Year: 2000-2001

Location: Ukraine

Client: Ministry of Economics

Funding: European Commission

Main project features: Improvement of the institutional capacity

Positions held: Procurement Manager

Activities performed: Improvement of the institutional capacity of the Government of Ukraine to implement a coherent strategy for Public Administration Reform.

Responsible for:

- Assessments of the procurement law;
- Advice towards pre-accession with regard to procurement and in accordance with EU-directives;
- Organization of a study-tour in the field of procurement to Holland; and
- On-the-job training.

Name of assignment or project: Procurement of machinery and equipment for a mechanical workshop for the new oil fired Vasilikos Power Station

Year: 2000

Location: Cyprus

Client: European Commission-Phare

Funding: European Commission

Main project features: Procurement of machinery and equipment for a mechanical workshop for the new oil fired Vasilikos Power Station

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a mechanical workshop for the new oil fired Vasilikos Power Station. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Procurement of machinery and equipment for a maintenance workshop for a diesel power plant

Year: 2000
Location: Kenya
Client: Mitsubishi
Funding: Private
Main project features: Procurement of machinery and equipment for a maintenance workshop for a diesel power plant
Positions held: Procurement Specialist
Activities performed: Procurement of machinery and equipment for a maintenance workshop for a diesel power plant. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Institutional development of the National Labour Inspectorate in a pre-accession context

Year: 2000
Location: Estonia
Client: European Commission-Phare
Funding: European Commission
Main project features: Procurement services
Positions held: Procurement Manager
Activities performed: Technical assistance and procurement in an European Commission-Phare project for the support to the institutional development of the National Labour Inspectorate in a pre-accession context in the field of personal and protective equipment, diagnostic measuring equipment, IT equipment and company networks. Responsible for:

- Preparation of specifications;
- Preparation of various tender documents;
- Evaluation of bids;
- Monitoring the implementation of the contracts;
- Reporting; and
- Management of special fund.

Name of assignment or project: Institutional development of the National Labour Inspectorate in a pre-accession context

Year: 1999-2000
Location: Latvia
Client: European Commission-Phare
Funding: European Commission
Main project features: Procurement services
Positions held: Procurement Manager
Activities performed: Technical assistance and procurement in an European Commission-Phare project for the support to the institutional development of the National Labour Inspectorate in a pre-accession context in the field of personal and protective equipment, diagnostic measuring equipment, IT equipment and company networks. Responsible for:

- Preparation of specifications;
- Preparation of various tender documents;
- Evaluation of bids;
- Monitoring the implementation of the contracts;
- Reporting; and
- Management of special fund.

Name of assignment or project: Institutional development of OMSAR

Year: 2000-2003
Location: Lebanon
Client: OMSAR
Funding: European Commission

Main project features: Procurement support
Positions held: Procurement Manager
Activities performed: Technical assistance by drafting the procurement policy for OMSAR. An assessment has been made of the existing organisations and procedures of TCU finance and procurement functions (European Commission-regulations). On basis of this assessment, a procurement policy has been drafted which detail actions to be taken in the implementation period in order to strengthen the finance and procurement functions at TCU.

Name of assignment or project: Procurement of machinery and equipment for a complete maintenance facility

Year: 1999-2000

Location: Pakistan

Client: JGC

Funding: Private

Main project features: Procurement of machinery and equipment for a complete maintenance facility

Positions held: Procurement Specialist

Activities performed: Procurement of machinery and equipment for a complete maintenance facility, including mechanical, electrical, calibration and instrumentation workshops. Responsible for:

- Issuing invitations for bids;
- Evaluation of the bids;
- Selection of suppliers; and
- Procurement, follow-up and receipt of goods.

Name of assignment or project: Institutional development of the National Labour Inspectorate in a pre-accession context

Year: 1999-2000

Location: Lithuania

Client: European Commission-Phare

Funding: European Commission

Main project features: Procurement services

Positions held: Procurement Manager

Activities performed: Technical assistance and procurement in an European Commission-Phare project for the support to the institutional development of the National Labour Inspectorate in a pre-accession context in the field of personal and protective equipment, diagnostic measuring equipment, IT equipment and company networks. Responsible for:

- Preparation of specifications;
- Preparation of various tender documents;
- Evaluation of bids;
- Monitoring the implementation of the contracts;
- Reporting; and
- Management of special fund.

Name of assignment or project: Conversion of AvtoVAZ

Year: 1998-2001

Location: Russian Federation

Client: Dutch Ministry of Economic Affairs

Funding: Dutch Government

Main project features: Procurement and technical services

Positions held: Project Director and Procurement Manager

Activities performed: The conversion of a supplier to the Lada Factories (AvtoVaz) into a technologically, commercially and financially strong and healthy company with sound perspectives for the future. Activities implemented comprise amongst others:

- Procurement of equipment for the upgrading of the existing plant and office facilities;
- Co-ordination of activities with the Oblast Administration and other donors;

- Training of Management in modern marketing and management techniques;
- Improvement of quality systems and procedures up to ISO-certification; and
- Assisting in upgrading the technology in relation to EU standards.

Name of assignment or project: Procurement training to PIUs

Year: 1998

Location: Georgia

Client: Ministry of Transport

Funding: World Bank

Main project features: Procurement training

Positions held: Procurement Trainer

Activities performed: Training on World Bank guidelines for Project Implementation Units of several Ministries.

Name of assignment or project: Reconstruction programme

Year: 1997-1999

Location: DR Congo (former Zaire)

Client: EDF

Funding: European Commission

Main project features: Procurement services to the EC Delegation

Positions held: Procurement Manager

Activities performed: Reconstruction programme for Republic of Zaire, funded by the European Commission. Tasks:

- Preparation, issuing and evaluation of documents;
- Sourcing of consultants and suppliers and finalisation of short-lists; and
- Reporting.

Name of assignment or project: Erection of a workshop for all maintenance of the plant of Liquefied Gas

Year: 1997-1998

Location: Nigeria

Client: Shell

Funding: Private

Main project features: The erection of a workshop for all maintenance of the plant of Liquefied Gas

Positions held: Procurement Manager

Activities performed: The erection of a workshop for all maintenance of the plant of Liquefied Gas, financed by Shell and Nigerian Petroleum Company.

Responsible for:

- Preparation of the specifications for the works, the equipment and related services;
- Conducting the short lists of companies and consultants;
- Preparation of the various tender documents;
- Evaluation of bids; and
- Monitoring the implementation of the contracts.

Name of assignment or project: Establishment of a Public Procurement Office

Year: 1997-1998

Location: Bhutan

Client: Ministry of Finance

Funding: Asian Development Bank

Main project features: Establishment of a Public Procurement Office

Positions held: Procurement Manager

Activities performed: Analysis and review of existing rules and practices for procurement and contracting of the Bhutanese Government (including those involving bi- and multilateral co-operation), identification of areas for improvement and recommendation of appropriate public procurement and contracting regulations and procedures. Preparation of model bidding documents, standard bid evaluation reports and contract documents. Preparation of a national contractor registration and classification system.

Name of assignment or project: Conversion of bus engines

Year: 1997

Location: Bulgaria

Client: Municipality of Sofia

Funding: European Commission

Main project features: Procurement support

Positions held: Procurement Manager

Activities performed: Assistance was provided to the Ministry of Environment in the selection of an appropriate supplier for the supply, installation and conversion of equipment for the conversion of bus engines from diesel to dual fuel. Tasks included the following:

- Overall management; and
- Contractual responsibility for the project.

Name of assignment or project: Rehabilitation of energy systems

Year: 1997

Location: Bosnia-Herzegovina

Client: IMG

Funding: IMG

Main project features: Procurement services

Positions held: Procurement Specialist

Activities performed: Procurement of goods, works and services for the rehabilitation of energy production, transmission and distribution, which included an IT SCADA system. Responsible for:

- Preparation of the specifications for the works, the equipment and related services;
- Conducting the short lists of companies and consultants;
- Preparation of the various tender documents;
- Evaluation of bids; and
- Monitoring the implementation of the contracts.

Name of assignment or project: Regional Venture Funds for Urals and West Siberia

Year: 1996-2000

Location: EBRD member countries

Client: EBRD

Funding: EBRD

Main project features: Procurement services

Positions held: Procurement Manager

Activities performed: The activities for the two Regional Venture Funds, Urals and West Siberia, comprised the selection of consultants for short term missions, drafting of Terms of References, contract negotiations and administration, logistical arrangements, invoicing and payments. Areas of required expertise covered production technology, marketing, auditing, law, human resources development, taxation and environment.

Name of assignment or project: Establishment and Management of a Public Procurement office

Year: 1996-2000

Location: Laos

Client: Ministry of Finance

Funding: Asian Development Bank

Main project features: Procurement advise

Positions held: Procurement Manager

Activities performed: In a project financed by the Asian Development Bank for the Laos Ministry of Finance, assist in the preparation of all documents related to procurement, bidding, bid evaluation and contracts. Tasks included the following:

- Assist in the preparation of Procurement Regulations and Implementing Rules and Regulations;

- Establishment of a national contractor's registration and classification system under which all local contractors can be registered and classified;
- Preparation of model bidding documents, standard evaluation reports and contract documents for the procurement of goods, works and services pursuant to the Procurement Regulations; and
- Training at three locations in the country of the line Ministries.

Name of assignment or project: Bedrijfsleven Faciliteit

Year: 1996-1999

Location: Bosnia-Herzegovina

Client: Dutch Ministry of Development Cooperation

Funding: Dutch Government

Main project features: Procurement services

Positions held: Procurement Manager

Activities performed: The Dutch Private Sector facility for Bosnia-Herzegovina funded by the Dutch Government. Responsible for:

- Issuing invitations for bids;
- Identification and recruitment of consultants;
- Sourcing of consultants and suppliers and finalisation of short-lists;
- Preparation, issuing and evaluation of documents;
- Short term missions to Bosnia to assist in the specification of requirements, monitoring the implementation of deliveries and management of the local office; and
- Reporting.

Name of assignment or project: Essential Aid Programme

Year: 1996-1999

Location: Bosnia-Herzegovina

Client: European Commission-Obnova

Funding: European Commission

Main project features: Procurement services

Positions held: Procurement Specialist

Activities performed: Essential Aid Program for Bosnia-Herzegovina funded by the Phare Programme of the European Commission

- Setting up standard tender documents for the Programme;
- Issuing invitations for bids;
- Budgeting and invoicing;
- Sourcing of consultants and suppliers and finalisation of short-lists;
- Preparation, issuing and evaluation of documents;
- Short term missions to Bosnia to assist in the specification of requirements; and
- Reporting.

Name of assignment or project: Establishment of a Procurement Unit

Year: 1995-1996

Location: Mozambique

Client: Universade Eduardo Mondlane

Funding: World Bank

Main project features: Procurement training

Positions held: Procurement Trainer and Procurement Manager

Activities performed: A World Bank project at the Universade Eduardo Mondlane in Maputo. The objective was to establish a fully operational procurement unit for the university, capable of purchasing goods, works and services according to World Bank guidelines. The unit would be responsible for procurement of about USD 100 million per year of goods, services, construction and rehabilitation projects. During the job the following duties were conducted:

- Assessment of the existing procurement cycle, including existing rules and regulations;
- Organisation of a seminar for twenty university staff regarding procurement

procedures, guidelines and regulations:

- Training of members of the procurement unit in all aspects of procurement;
- Establishment and implementation of a set of standard operating procedures for the unit and the university;
- Produce a set of sample tender documents for goods, works and services according guidelines for ICB, LIB, LCB, DP, etc.; and
- Produce standard forms for evaluation, questionnaires, qualification documents and various registers for recording.

Name of assignment or project: Establishment of an education institute

Year: 1994-1997

Location: Tanzania

Client: National Sugar Institute

Funding: Dutch Government

Main project features: Procurement services

Positions held: Procurement Manager

Activities performed: In order to realise full benefits of ongoing and planned rehabilitation of the sugar industry the existing courses are upgraded and the higher level courses are introduced at the training institute. This bilateral project is financed by The Netherlands and Tanzanian governments. Part of the project is the improvement of physical facilities by the procurement, installation and commissioning of equipment, spare parts, teaching aids, books, etc., to maintain or replace aged or inoperative equipment.

Name of assignment or project: Support the Fire Brigades and Rescue Centres

Year: 1994-1995

Location: Poland

Client: Ministry of Environmental Protection, Natural Resources and Forestry

Funding: European Commission

Main project features: Procurement services

Positions held: Procurement Specialist

Activities performed: For the Ministry of Environmental Protection, Natural Resources and Forestry of Poland an inventory of additional equipment needed to support the Fire Brigades and Rescue Centres and the changes to be made if Poland is to benefit from association and eventual membership of the European Commission. Budget for equipment: ECU 5 million. Analyses are made of the present status in Poland and other European countries and the preferred situation in Poland. Detailed technical specifications, sample tender documents and recording systems were designed. Special notice is given to equipment available in Poland.

Name of assignment or project: Establishment of tool and die manufacturing workshops

Year: 1994-1995

Location: Bahrain and Saudi Arabia

Client: AlMax

Funding: Private

Main project features: Procurement services

Positions held: Procurement Specialist

Activities performed: Involved in the establishment of a Tool and Die manufacturing workshops in Saudi Arabia and Bahrain. Services provided among others:

- Preparation of procurement conditions, equipment lists and descriptions of installation, commissioning and training requirements; and
- Evaluation and recommendation of bids for submission to the client and to obtain clearance for purchase.

Name of assignment or project: Strengthening and upgrading of the training institute for the chemical industry

Year: 1993-2000

Location: Bangladesh
Client: Bangladesh Chemical Industries Cooperation
Funding: Dutch Government
Main project features: Procurement services
Positions held: Procurement Specialist and Contract Supervisor
Activities performed: Strengthening and upgrading of the training institute for the chemical industry, in respect of human resources and physical facilities. The project covered extensive overseas training programs for 15 teachers, project management, safety and environmental studies and advice and general consultations in management, finance and education. Procurement, installation and commissioning of modern equipment for the mechanical, electrical and chemical engineering and for the quality control section was provided. Furthermore the project included technical assistance for repairs, replacements and improvement of existing equipment.

Name of assignment or project: Rehabilitation of the Central (Cargo) Workshop
Year: 1993-1996
Location: Tanzania
Client: Tanzania Harbour Authorities
Funding: World Bank
Main project features: Procurement services
Positions held: Procurement Specialist
Activities performed: Rehabilitation of the Central (Cargo) Workshop in the port of Dar Es Salaam in order to improve and undertake a full and cost effective and efficient maintenance management system. This requires the ability to plan, implement and supervise a systematic maintenance program. The project comprises assistance in management and maintenance management, technical assistance in various engineering fields, improvement of facilities and overseas training in order to improve to overall availability of all equipment.

Name of assignment or project: National Universities Commission
Year: 1992-1995
Location: Nigeria
Client: Ministry of Education and Youth Development
Funding: World Bank
Main project features: Procurement services
Positions held: Procurement Specialist
Activities performed: A World Bank project for the National Universities Commission under the Ministry of Education and Youth Development of Nigeria. Equipment budget USD 52 million. Duties comprised among others:

- Procurement of medical equipment, medical supplies, laboratory equipment, office equipment and computers;
- Review and completion of equipment lists with detailed specifications and the division into appropriate bid packages;
- Assistance in the preparation of bidding documents with details of instructions to bidders on special conditions including the evaluation criteria for the various procurement packages and the performance bond requirements and its incorporation in the documents, and procurement notices and their clearance with the submission to the client and the World Bank;
- Assistance in the preparation of recording systems for tender requests, mailing of tenders and for bid bonds received;
- Assistance in public bid opening with procedures and records;
- Assistance to the evaluation committee in carrying out the actual evaluation;
- Assistance in the preparation of the evaluation report and the documentation required for submission to the client for approval for onward transmission to the World Bank for clearance; and
- Organisation of the deliveries of the equipment to the sites and monitoring the acceptance, installation, commissioning and training.

13. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

[Signature of staff member or authorized representative of the staff] Date: 21 / 12 / 2013
Day/Month/Year

Full name of authorized representative: Mr Erik Koenen