



**DOMINICA**  
**Ministry of Finance**

**1. Short Description - Principal Characteristics of the Country's Procurement Solutions**

Currently Dominica is in the process of finalizing its Procurement Legislation. The Bill known as Public Procurement and Contract Administration has had the 1<sup>st</sup> reading in the House of Parliament. In the absence of the Legislation there is not much which can be done in terms of revolutionizing the Procurement methods as well as the Contract Administration procedures currently in use. What is being used at present as guidelines to procure goods, services and works contracts are the procedures stipulated in the Finance Act 1995 and Financial (Stores) Regulations. However these guidelines are outdated and given the great strides being made in Procurement and Contract Administration especially in the prevention of corruption and collusion these guidelines have proven to be deficient.

With the enactment of the Procurement Legislation Dominica would be on par with the other countries in using best practices for the procurement of goods, services and works contracts. The legislation will enable an easier process regarding the decisions to purchase locally, regionally and internationally.

The Act will not only provide clear and distinct guidelines with regards to procurement in all areas as well as contract administration, but it will also authorize the establishment of the critical entities and procedural systems which will assist in revolutionizing the procurement methods and the adoption of best practices. The entities to be established are as follows:-

- a Central Procurement Board,
- a Central Procurement Unit,
- Departmental Procurement Board,
- Chief Procurement Officer,
- Contract Administrator,
- Administrative Appeal and Review Processes,
- Suspension and Debarment Process and the like

## **2. Achievements in the last year**

Dominica has had the 1<sup>st</sup> reading of the Public Procurement and Contract Administration Bill in Parliament. However, due to the absence of the legislation, Dominica has not been able to make as many strides in terms of practicing procurement as efficiently as some of the other countries. In the interim, the Ministry of Finance has sought to implement some of the administrative measures in the Procurement Legislation to guide the process to ensure that transparency, value for money and the reduction of corruption and collusion.

One of the main administrative procedures implemented is the submission of documentary evidence with all requests for award of contracts by Ministries stating that contracts were tendered and that the lowest evaluated contractual amount is being recommended for the award of contracts. Secondly, prospective contractors have to be registered with and cleared by Dominica Social Security and Inland Revenue Division before submission for approval to award contracts.

Dominica has also begun preparing for the process by participating in different seminars, consultations and workshops on procurement. For instance, Dominica sent a participant to Mauritius to participate in the Commonwealth Public Procurement Network (CPPN) African Regional Conference in September 2011.

Secondly, Dominica as part of the Organization of Eastern Caribbean States (OECS) is one of the islands selected to take part in the first E-Procurement Platform initiated by the OECS/ Electronic Government for Regional Integration Project (EGRIP). As such, Dominica has attended different consultations both on island and out of State to discuss the matter. The decision was taken to start a partial E-Procurement Platform among the islands using the OECS/PPS as the pilot. The OECS/PPS was chosen because its mandate is to procure medical supplies and pharmaceutical drugs in bulk for the islands of the OECS. It already has an established supplier registry comprising of regional and international suppliers. The Central Medical Stores is the pilot entity for Dominica.

Thirdly, there is also the move by CARICOM through the OECS/CSME Unit to establish a framework of agreement where islands of CARICOM will have to advertise regionally, contracts for goods, services or works once they are above the set threshold. A regional procurement supplier registry will be established for use by countries of CARICOM for procurement of services. At present, a document to govern such a decision called the Framework on Regional Integration Policy on Public Procurement (FRIPP) is in draft form and being reviewed. Dominica has participated in the initial discussions and is a member of the task force which was formed to take the process forward. Consultations will be held in Dominica later in the year to meet with different stakeholders.

Lastly, a few staff members of the Ministry of Finance have received some basic training in procurement and contract administration from the International Development Law Organization (IDLO).

## **3. Plans for 2012-2013**

Dominica is hoping to have the Procurement Legislation passed and enacted before the end of the year at best. After this is done, the establishment of the entities would be possible. Dominica would thus be able to procure and administer contracts using best practices in relation to public procurement and contract administration.