

# Review of: "Procurement Planning & the Rwanda Biomedical Centre (RBC)"

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**Potential competing interests:** No potential competing interests to declare.

The authors have taken up important issues of procurement planning, budgeting, approval from the authorities, preparing tender documents, incorporating the detailed specification of materials, services, and quality and guarantee for performance. After completing the needs assessment of the hospital/user department should prepare detailed specifications of materials or services. They should get the approval from the authority for budget and funds. They should specify the terms and conditions related to the materials, date of supply, earnest money to be deposited (EMD) along with the completed tender document. All the quotation documents should be opened on the appointed date and time in the presence of all tenderers and the bid values have to be announced publicly. Then the medical/user departments should check the specifications stated in the quotations, and indicate the deviations if any. The user departments have to prepare a comparative statement. They should certify the quality, or the deviations in any. Based on this, the department has to submit to the higher authority for checking through an accounts committee for verifying the financial statements, sale tax, registration of the supplier, etc. Then the documents will be sent to the experts to check quality of the materials against the specifications. Then only the orders for supply can be given. Merely getting feedback from 61 staff will not solve the timely supply, quality, and follow-up. Corruption also can't be eliminated. They should follow the "Planning, Procuring, Budgeting, System (PPBS)" approach.

Planning depends on the user department based on the overall authority given to them.

Planning should include detailed specification of materials, services, period of services, and the quality of services.

Tender documents should incorporate all the terms and conditions, earned money to be deposited, tax clearance certificate, etc.

The process of checking the tenders quoted should follow the approved procedure.