

Chapter : 0303 Joint Procurement Department

- Creation:** The Joint Procurement Department was established under Joint Procurement Bylaw No. (91) for the year 2002. The Council of Ministers issued a decision to start inviting bids for medicines tenders gradually to the participating agencies through the Department on 19/07/2006 to standardize the medicines and medical supplies procurement processes and to standardize the disbursed medicines in the public health sector to control their purchase costs.
- Vision :** A unified procurement ecosystem for Medicines and Medical Supplies
- Mission:** Providing medicines and medical supplies on time to the public health sector by applying unified criteria and specifications for the procurement processes, thus contributing to reducing the purchase cost of medicines and medical supplies and enhancing citizens' trust in the medicines in use
- Legal Framework :** Joint Procurement Bylaw for Medicines and Medical Supplies No. (91) for the year 2002 and Joint Procurement Instructions No. (1) and (2) for the year 2006

Tasks of the Ministry / Department:

- Regulate joint procurement procedures and subscription terms, tenders study method, awarding decisions for procurement, concluding related contracts and follow up their execution.
- Prepare and audit forms and documents of any tender invitation for joint procurement, announce it and verify attachments thereto
- Identify warranties to be presented by bidders and contractors and procedures to be taken in case of non-fulfillment of obligations arising thereon.
- Follow-up clearance procedures on materials to be purchased.
- Keep entries, records, files and samples related to procurement processes.
- Keep and store incoming supplies in the central warehouses of the department in order to duly receive and distribute them to concerned entities as per their requests.
- Conduct the necessary studies to develop joint procurement process including keeping the approved specifications for materials to be purchased.
- Hold training courses and seminars to improve the skills of department's staff in cooperation with entities involved in the Joint Procurement.
- Conclude contracts related to joint procurement to be agreed upon with any entity.
- Set the principles and conditions for accepting the participation of manufacturing companies and suppliers in joint procurement tenders.

Ministry/Department Contribution to the Achievement of the National Objectives:

- Enhance government management to be financially stable, transparent and accountable.
- Unify the level of provided health services.

Major Issues and Challenges which face the Ministry / Department:

- Delay of the entities participating in procurement to transfer financial liquidity to the Joint Procurement Department leads to delay in re-payment of tenders values to the suppliers and accumulation of debt which reflects negatively on the Department's credibility and providing medicines to the participating entities promptly.
- Difficulty in securing some drugs from their sources in the Kingdom due to lack of manufacturers or agents or because their agents do not submit bids for the tenders.
- Set principles to qualify the suppliers and prepare evaluation standards for their performance.
- Non-compliance of some entities participating in procurement to request all their requirements through the department.

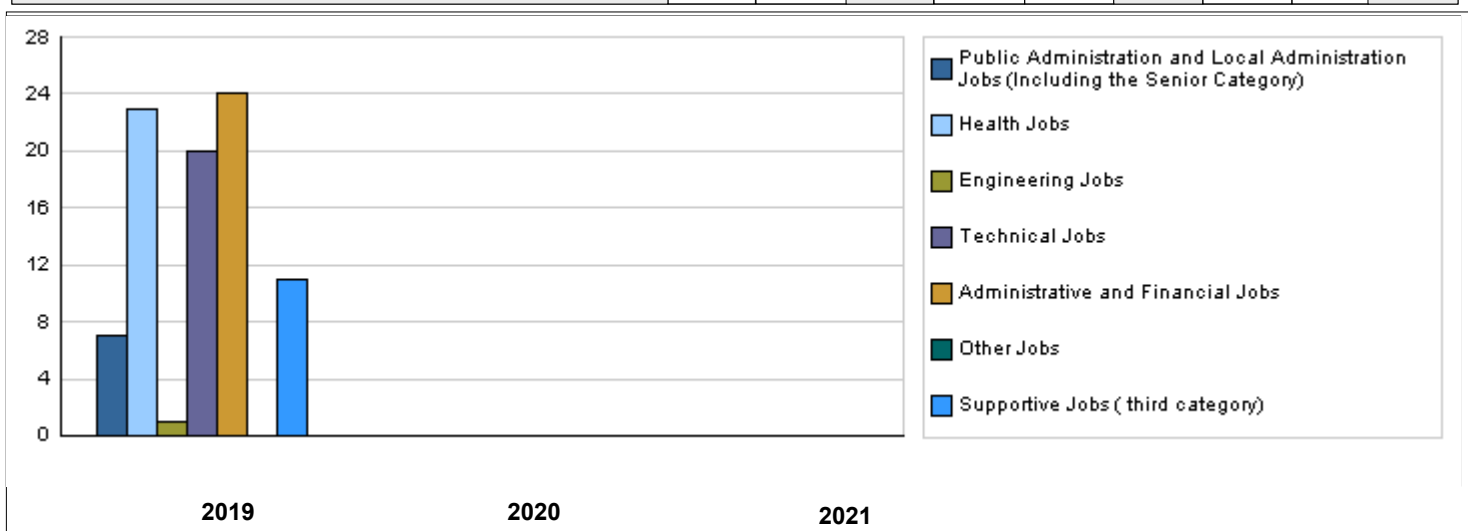
CHAPTER : 0303 Joint Procurement Department

Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	Base year	Value	Actual Value	Target Value	Preliminary Self Evaluation	Target Value		
				2019	2020	2020	2021	2022	2023
1 - To unify the processes of purchasing medicines and medical supplies	1 Number of medicine batches in the Rational Drug Lists which are purchased jointly	2015	16	16	0		0	0	
	2 Number of the other batches which are purchased jointly	2015	1	2	0		0	0	
	3 Number of entities participating in the Joint Procurement system	2015	6	7	0		0	0	
2 - To develop institutional performance	1 Percentage of totally computerized main operations to the total main operations in the Department	2015	%50	%75	0		0	0	
	2 Percentage of trained employees to the number of employees who meet the training bases	2015	%85	%89	0		0	0	
	3 Number of awareness activities including participation in the national committees in the field of rationalizing medicines consumption	2015	2	6	0		0	0	

Number of Staff of the Ministry / Department

Group	Job	2019			2020			Preliminary 2021		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
Public Administration and Local Administration Jobs (Including the Senior Category)	Supervisory and Leadership Jobs	5	2	7	0	0	0	0	0	0
Health Jobs	Pharmacist	2	15	17	0	0	0	0	0	0
	Health Technician and health occupations	5	0	5	0	0	0	0	0	0
	Legal Nurse	1	0	1	0	0	0	0	0	0
Engineering Jobs	Engineer	1	0	1	0	0	0	0	0	0
Technical Jobs	Various technical jobs	11	9	20	0	0	0	0	0	0
Administrative and Financial Jobs	Financial administration jobs	11	13	24	0	0	0	0	0	0
Other Jobs	Other jobs	0	0	0	0	0	0	0	0	0
Supportive Jobs (third category)	Support jobs	10	1	11	0	0	0	0	0	0
Total		46	40	86	0	0	0	0	0	0
Total Cost of Salaries		381460	331705	713165	0	0	0	0	0	0



Key Information of the Ministry / Department

No.	Description	2017	2018	2019	2020	2021
1	Value of awarded tenders (in thousand JDs)	73000	108000	108000		
2	Number of participating entities	6	6	6		
3	Number of tenders	16	17	17		

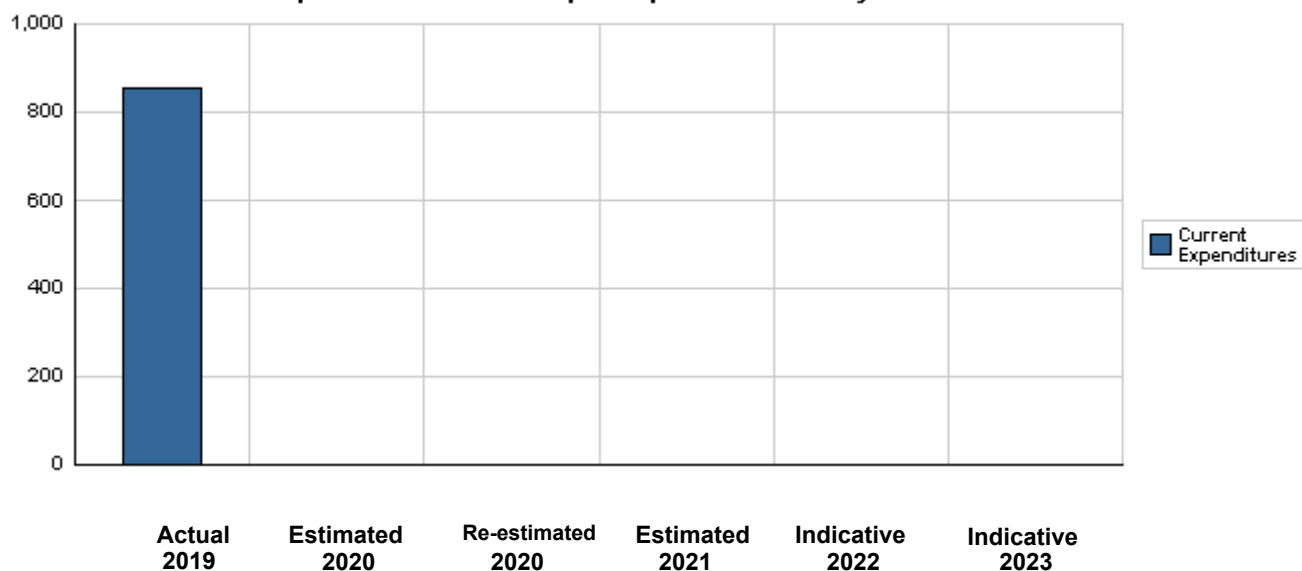
**Overall Summary of Expenditures for Chapter 0303- Joint Procurement Department
for the Years 2019 - 2023**

(In JDs)

Description		Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022 2023	
Group	Current Expenditures						
2111	Salaries, Wages and Allowances	645,165	0	0	0	0	0
2121	Social Security Contributions	68,000	0	0	0	0	0
2211	Use of Goods and Services	133,095	0	0	0	0	0
2821	Other Current Expenditures	9,882	0	0	0	0	0
Total current expenditures		856,142	0	0	0	0	0
Treasury		0	0	0	0	0	0
Total current and capital expenditures		856,142	0	0	0	0	0

(Thousands of JDs)

Graph of the current and capital expenditures for the years 2019 - 2023



Budget Chapter 0303 - Joint Procurement Department Distributed According to the Program

0501	Administration and Support Services Program
Objective of the program :	
<ul style="list-style-type: none"> - Apply total quality management. - Develop human resources. - Manage operations electronically. - Manage and enhance knowledge 	
The strategic objective related to the program :	
To develop institutional performance	
Directorates associated with the program :	
<ul style="list-style-type: none"> - Procurement Directorate. - Financial Affairs Directorate. - Administrative Affairs Directorate. - Information Technology Directorate. - Internal Control Directorate. - Warehouses Directorate. - Legal Affairs Directorate 	
Services provided by the program :	
<ul style="list-style-type: none"> - Conduct studies for institutional work development. - Develop and train the working human resources - Provide the Department's needs of equipment, machines, furniture, computers and their accessories and computerization (software operating systems). 	
Staff working in the program :	
The program is implemented through a functional staff in 2020 estimated with (35) staff, including (22) males and (13) females .	

Key Performance Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value			
			2019	2020		2020	2021	2022	2023
1 Degree of employees' satisfaction	2015	%65.9	%90	0		2020	0	0	0
2 Percentage of archived documents to total documents planned for archiving	2015	%70	%85	0			0	0	

Appropriations Of Administration and Support Services Program as Per Activities and Projects.

(In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2019	2020	2020	2021	2022	2023
Current Expenditures	355,651	0	0	0	0	0
601 Administrative and Support Services	355,651	0	0	0	0	0
Capital Expenditures	0	0	0	0	0	0
Program / Treasury	0	0	0	0	0	0
Total Program	355,651	0	0	0	0	0

Budget Chapter 0303 - Joint Procurement Department Distributed According to the Program

0505 Medicines Procurement Regulation Program

Objective of the program :

Standardize medicines and medical supplies procurement processes through the following sub strategic goals:-

- Assess suppliers' performance.
- Assess standardization of medicines procurement process.
- Prepare the Department and commence procurement of medical supplies.
- Contribute to rationalization of medicines consumption.

The strategic objective related to the program :

To unify the processes of purchasing medicines and medical supplies.

Directorates associated with the program :

- Procurement Directorate
- Financial Affairs Directorate
- Warehouses Directorate
- Administrative Affairs Directorate
- Internal Control Directorate
- Legal Affairs Directorate
- Information Technology Directorate

Services provided by the program :

- Computerize procurement system- E-Procurement.
- Computerize and archive the Department's operations.

Staff working in the program :

The program is implemented through a functional staff in 2020 estimated with (51) staff, including (23) males and (28) females .

Key Performance Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
			2019	2020		2020	2021	2022
1	2015	95	70	0		0	0	
2	2015	%78	%82	0		0	0	

Appropriations Of Medicines Procurement Regulation Program as Per Activities and Projects.

(In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2019	2020	2020	2021	2022	2023
Current Expenditures	500,491	0	0	0	0	0
601 Purchasing medicines	500,491	0	0	0	0	0
Capital Expenditures	0	0	0	0	0	0
Program / Treasury	0	0	0	0	0	0
Total Program	500,491	0	0	0	0	0

Chapter : 0303 Joint Procurement Department

(In JDs)

Current Activities Appropriations According to Program								
Prog.	Activites		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2019	2020	2020	2021	2022	2023
0505	601	Purchasing medicines	500491	0	0	0	0	0
		Total of Program	500491	0	0	0	0	0
0501	601	Administrative and Support Services	355651	0	0	0	0	0
		Total of Program	355651	0	0	0	0	0
		Total	856142	0	0	0	0	0

Overall Summary of Current Expenditures for the Years 2019 - 2023

Chapter: 0303 Joint Procurement Department

(In JDs)

Group	Item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	11679	0	0	0	0	0
	102	Unclassified Employees	97218	0	0	0	0	0
	103	Comprehensive Contract Employees	53288	0	0	0	0	0
	105	Personal Cost of Living Allowance	118051	0	0	0	0	0
	106	Family Cost of Living Allowance	9437	0	0	0	0	0
	111	Additional Allowance	89144	0	0	0	0	0
	113	Transportation Allowance	14792	0	0	0	0	0
	114	Transport Allowance	10791	0	0	0	0	0
	116	Employees' Bonuses	186156	0	0	0	0	0
	120	Contract Employees	54609	0	0	0	0	0
		Total	645165	0	0	0	0	0
2121		Social Security Contributions						
	301	Social Security	68000	0	0	0	0	0
		Total	68000	0	0	0	0	0
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	56700	0	0	0	0	0
	202	Telecommunications Services	4935	0	0	0	0	0
	204	Electricity	6407	0	0	0	0	0
	205	Fuels	12837	0	0	0	0	0
	206	Maintenance of Machines, furniture and accessories	11072	0	0	0	0	0
	207	Maintenance of vehicles, equipment and accessories	1290	0	0	0	0	0
	209	Stationery, Publications and Office Supplies	7536	0	0	0	0	0
	211	Cleaning services and supplies including cleaning contracts	20450	0	0	0	0	0
	212	Insurance	1247	0	0	0	0	0
	214	Goods and services expenses	10621	0	0	0	0	0
		Total	133095	0	0	0	0	0
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	1758	0	0	0	0	0
	305	Non-Employees' Bonuses	8124	0	0	0	0	0
		Total	9882	0	0	0	0	0
		Total of Chapter	856142	0	0	0	0	0

Program : 0501 - Administration and Support Services								
Activity : 601 - Administrative and Support Services								
Group	Item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	5763	0	0	0	0	0
	102	Unclassified Employees	39030	0	0	0	0	0
	103	Comprehensive Contract Employees	26415	0	0	0	0	0
	105	Personal Cost of Living Allowance	46980	0	0	0	0	0
	106	Family Cost of Living Allowance	3965	0	0	0	0	0
	111	Additional Allowance	26617	0	0	0	0	0
	113	Transportation Allowance	5778	0	0	0	0	0
	114	Transport Allowance	4692	0	0	0	0	0
	116	Employees' Bonuses	79159	0	0	0	0	0
	120	Contract Employees	20861	0	0	0	0	0
		Total	259260	0	0	0	0	0
2121		Social Security Contributions						
	301	Social Security	29000	0	0	0	0	0
		Total	29000	0	0	0	0	0
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	22700	0	0	0	0	0
	202	Telecommunications Services	2921	0	0	0	0	0
	204	Electricity	4691	0	0	0	0	0
	205	Fuels	3917	0	0	0	0	0
	001	Heating	1000	0	0	0	0	0
	002	Saloon vehicles	2917	0	0	0	0	0
	206	Maintenance of Machines, furniture and accessories	5764	0	0	0	0	0
	207	Maintenance of vehicles, equipment and accessories	926	0	0	0	0	0
	209	Stationery, Publications and Office Supplies	2553	0	0	0	0	0
	211	Cleaning services and supplies including cleaning contracts	8600	0	0	0	0	0
	212	Insurance	585	0	0	0	0	0
	214	Goods and services expenses	9768	0	0	0	0	0
	001	Events and hospitality	1000	0	0	0	0	0
	008	Advertisements and subscriptions	8768	0	0	0	0	0
		Total	62425	0	0	0	0	0
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	620	0	0	0	0	0
	305	Non-Employees' Bonuses	4346	0	0	0	0	0
		Total	4966	0	0	0	0	0
		Total of Activity	355651	0	0	0	0	0
		Total of Program	355651	0	0	0	0	0

Program : 0505 - Medicines Procurement Regulation								
Activity : 601 - Purchasing medicines								
Group	Item	Description	Actual 2019	Estimated 2020	Re-estimated 2020	Estimated 2021	Indicative 2022	Indicative 2023
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	5916	0	0	0	0	0
	102	Unclassified Employees	58188	0	0	0	0	0
	103	Comprehensive Contract Employees	26873	0	0	0	0	0
	105	Personal Cost of Living Allowance	71071	0	0	0	0	0
	106	Family Cost of Living Allowance	5472	0	0	0	0	0
	111	Additional Allowance	62527	0	0	0	0	0
	113	Transportation Allowance	9014	0	0	0	0	0
	114	Transport Allowance	6099	0	0	0	0	0
	116	Employees' Bonuses	106997	0	0	0	0	0
	120	Contract Employees	33748	0	0	0	0	0
		Total	385905	0	0	0	0	0
2121		Social Security Contributions						
	301	Social Security	39000	0	0	0	0	0
		Total	39000	0	0	0	0	0
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	34000	0	0	0	0	0
	202	Telecommunications Services	2014	0	0	0	0	0
	204	Electricity	1716	0	0	0	0	0
	205	Fuels	8920	0	0	0	0	0
	001	Heating	7931	0	0	0	0	0
	002	Saloon vehicles	989	0	0	0	0	0
	206	Maintenance of Machines, furniture and accessories	5308	0	0	0	0	0
	207	Maintenance of vehicles, equipment and accessories	364	0	0	0	0	0
	209	Stationery, Publications and Office Supplies	4983	0	0	0	0	0
	211	Cleaning services and supplies including cleaning contracts	11850	0	0	0	0	0
	212	Insurance	662	0	0	0	0	0
	214	Goods and services expenses	853	0	0	0	0	0
	001	Events and hospitality	36	0	0	0	0	0
	008	Advertisements and subscriptions	817	0	0	0	0	0
		Total	70670	0	0	0	0	0
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	1138	0	0	0	0	0
	305	Non-Employees' Bonuses	3778	0	0	0	0	0
		Total	4916	0	0	0	0	0
		Total of Activity	500491	0	0	0	0	0
		Total of Program	500491	0	0	0	0	0
		Total of Chapter	856142	0	0	0	0	0