



ICAO

2020 ICAO ANNUAL PROCUREMENT REPORT



Corporate, Regional Offices and Technical Cooperation Procurement

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1. Introduction

The Annual Statistical Report on the International Civil Aviation Organization’s (ICAO) procurement activities provides an overview of the procurement in support of its Operations, Projects and Programs. Reporting on ICAO’s Procurement is divided in two segments:

- *ICAO Corporate for Headquarters and Regional Offices:* Procurement that is carried out for all ICAO Allotment Holders for the benefit of ICAO’s Programs and Operations;
- *Technical Cooperation Procurement:* Procurement that is carried out on behalf of Contracting States through bi-lateral agreements secured through a Management Service Agreement (MSA) framework or Civil Aviation Purchasing Service (CAPS) on behalf of the Technical Cooperation Bureau.

The overall objective of ICAO’s procurement activities is to ensure that procurement of equipment, supplies and services is carried out in the best interest of the Organization and/or assisted States, having due regard to availability of funds, economy, transparency, efficiency, accountability, national, regional or international competition and applicable international aviation standards.

The Technical Cooperation Bureau (TCB), through the Chief of Procurement (C/PRO), provides this report on an annual basis to the ICAO Contracts Board Chairman and ICAO Secretary General to review key procurement statistics and reports on procurements activities. The Report is also made available to ICAO’s Council representatives and is shared with the United Nations Global Marketplace (UNGM),

The figures produced in this report are for Procurement Section’s (PRO) reporting purposes, and are not intended as a precise accounting report.

2. Methodology

2.1. Data

The Procurement section extracted and compiled statistical data from the ICAO ERP system known as Unit4, for all goods and services purchased for the year 2020¹.

The data extracted from Unit4 have been reviewed and sampled in order to obtain reliable information on 2020 Procurement Spend under both Corporate and Technical Cooperation Procurement.

There are Purchase Orders (including Direct Purchase Orders - DPOs) issued in 2020 for Headquarters and Regional Offices that are not included in this report as by their nature, they do not represent procurement actions. These PO/DPOs are categorized into four (4) groups:

- 1) DPOs issued by various allotment holders for consultants’ salaries and wages (non procurement action);
- 2) DPOs issued by Language and Publication for translation/editorial services in accordance with the Admin Instructions on outsourcing of translation services;
- 3) DPOs inherent to staff association expenditures as not related to a Corporate Budget;
- 4) DPOs issued under the account and/or associated codes for ‘utilities’, as inherent to works performed on the building/premises and not related to a procurement action (i.e. all POs issued in favour of *PWGSC Public Works Canada*).

¹ Data collected from Unit4 does not represent audited results.

2.2. Categorization

To enable reporting on purchases of goods and services across ICAO Headquarters and Regional Offices, all purchase orders have been classified by the originating Bureau or Regional Office, as follows:

- Air Navigation Bureau (ANB)
- Air Transportation Bureau (ATB)
- Administration and Services Bureau (ADB)
- Legal Bureau (LEB)
- Office of the Secretary-General (OSG)
- Regional Offices (ROs):
 - Asia and Pacific Regional Office (APAC)
 - Eastern and Southern African Regional Office (ESAF)
 - European and North Atlantic Regional Office (EUR-NAT)
 - Middle East Regional Office (MID)
 - North American, Central American and Caribbean Regional Office (NACC)
 - South American Regional Office (SAM)
 - Western and Central African Regional Office (WACAF)
- Technical Cooperation Bureau (TCB)

Within each Bureau, purchase orders have been further classified by section (e.g. Enterprise Technology (ETS), Conference, Security and General Services Section (CSG), Business Development Unit (BDU), etc.).

For Technical Cooperation procurement, purchase orders have been classified by TCB defined regions as follows:

- Field Procurement Africa (FAF)
- Field Procurement Americas (FAM)
- Field Procurement Asia-Pacific (FAP)
- Field Procurement Middle East (FME)
- Field Procurement Europe (FEU)

Within each region, POs have been further classified by project (e.g. SOM14802, PER19811, LEB88701), where the first three letters represent the initials of the Country (e.g. SOM for Somalia, PER for Peru, LEB for Lebanon).

2.3. Procurement volume and currency

Contracts and Purchase Orders are reported by a contract amount. This report uses two currencies for reporting:

- United States Dollar (USD): for Technical Cooperation Procurement;
- Canadian Dollar (CAD): for ICAO Headquarter Corporate and Regional Office Procurement.

Purchase orders or contracts may sometimes be issued in a currency different from CAD (for Corporate) or USD (for technical cooperation) if deemed necessary to fund specific purchase orders or contracts; however, all POs have been reported in the above two currencies for consistency purposes.

2.4. Thresholds and Delegation of Authority

The ICAO Procurement Spend (for both Corporate and Technical Cooperation) of goods and services is carried out in two (2) manners:

- Procurement below \$10,000 (Direct Purchase Orders): carried out by the ICAO allotment

- holders (headquarters and regional offices) and authorised project coordinators in the field;
- Procurement above \$10,000 (Purchase Orders or Contracts): carried out by the Procurement Section.

2.4.1. Procurement below \$10,000

Allotment Holders at Headquarters and in the Regional Offices, as well as the field project personnel authorized by the Director, Technical Cooperation Bureau (D/TCB), have, subject to the provisions of the ICAO Procurement Code, delegated authority to procure goods and/or services provided the value of the procurement does not exceed \$10 000 per purchase order.

The procurement process for a DPO shall give due consideration to the principles of procurement at ICAO and the allotment holder is accountable for funds allocated as well as for ensuring that:

- The process is competitive;
- The evaluation is properly conducted;
- The procurement is not post facto;
- Multiple contracts with the same supplier, for the same category of good and/or service, shall not be established with the purpose of exceeding the authority granted.

The allotment holders at Headquarters and in the Regional Offices, as well as the field project personnel authorized by D/TCB, have the responsibility to provide to C/PRO, on an annual basis, relevant data on such procurements for submission to the ICAO Contracts Board. In the past years PRO carried out random verification on the DPOs to assess compliance with the DPO guidelines published in March 2016 under the authority of the ICAO Secretary General.

For ICAO Headquarters procurements up to \$1 000, a formal purchase order is not required. Payment can be effected by FIN against an invoice that has been certified and signed by the allotment holder.

2.4.2. Procurement above \$10,000

Procurements above \$10,000 shall be carried out by the Procurement Section by means of a purchase order or separately written contract as appropriate.

The authority to contract for the provision of equipment, supplies, services and other requirements above \$10,000 is vested in C/PRO.

The overall objective of ICAO's procurement activities shall be to ensure that procurement of equipment, supplies and services is carried out in the best interest of the Organization and/or assisted States, having due regard to availability of funds, economy, efficiency, accountability, national, regional or international competition and applicable international aviation standards.

The procurement process for POs shall give due consideration to the following procurement principles, common to all UN Organizations and Agencies:

- Promotion of ICAO objectives;
- Fairness, integrity and transparency through competition;
- Economy and effectiveness;
- Best Value for Money.

3. Executive Summary

3.1. Procurement for ICAO Corporate Headquarters and Regional Offices

The overall procurement volume for ICAO decreased in 2020, reaching Canadian Dollar \$10,561,366.36², indicating a decrease (-27%) from the previous year (2019). The overall number of combined POs and DPOs issued, for a total of 894, decreased in 2020, although the number of POs increased by 48%, the decrease was noticeable in the issuance of DPOs by 42%. In Q2 and Q3 of 2020, with the immediate issuance of the remote work conditions under the Business Continuity Plan (BCP), the Procurement Section worked alongside the Allotment Holders to procure several IT Software and/or Hardware purchases, to ensure a seamless transition for the Organization; this also accounts for the increase in IT procurement. The Corporate Procurement section also assisted in purchases for the ICAO HQ and the Regional Offices to have the required supplies and equipment onsite for essential staff to remain functional and safe. It is the Procurement Section's assessment that without the COVID-19 pandemic and the consequent delays created by the pandemic on operations, that the Corporate Procurement would have reached approximately \$17,000,000.

It should be noted that an approximate additional 100 POs and DPOs were amended to either change delivery methods and/or the scope of supply (reflecting a zero balance) and/or cancelled in 2020 due to COVID-19. The POs cancelled were for various goods and services, including onsite events (catering, logistics, etc.) and purchase for onsite equipment. The POs that required amendments, namely included POs issued for training (delivery methods altered from onsite to online and/or hybrid).

In 2020, the Procurement Section noted a steady increase in the number of DPOs issued against ICAO Long Term Agreements (LTAs) and a reduction in the number of DPOs issued on a Sole Source basis, which indicates a better understanding and usage of the Procurement tools from the Allotment Holders and adherence to rules.

In adherence to the Procurement code, each year Bureaus and Regional Offices are requested to submit their Procurement Plans to the Procurement Section (PRO) by the month of February.

PRO organizes regular meetings with the different allotment holders to review and advance the procurement plans; one of the objectives of the procurement planning is to encourage the allotment holders to group their needs within or across the Bureau, to achieve better use of the organizational resources and to generate potential cost savings while meeting the organizational mandate. It also allows maximizing commonality in requirements, encouraging the use of joint tender processes/economies of scale/existing UN LTAs.

It is expected that in the coming year, once a new Procurement Code is approved, that said procurement planning will take place in October of a given year in anticipation of the next fiscal year.

Full list of POs issued for technical assistance can be found at Annex IV.

Figure 1 - Corporate Procurement over the last 5 years



During 2020, 839 purchase orders and subcontracts (including direct purchase orders) for CAD \$10.56 million were issued by PRO and allotment holders covering the procurement of equipment and services for the ICAO Headquarters (in 2019 the expenditure was CAD \$14.55 million).

A graphical representation of the 2020 Procurement Volume (# of POs) for both the Corporate Procurement and the Technical Cooperation Procurement can be found at Annex V of this report.

Figure 2 - Total number of POs and DPOs issued in 2020

| Purchase Orders (POs) and Direct Purchase Orders (DPOs) Summary | Amount (CAD) | Count of PO # |
|---|------------------------|---------------|
| Purchase orders, issued by Procurement Section | \$9,417,469.67 | 279 |
| Direct Purchase Orders, issued by allotment Holders | \$1,143,896.63 | 560 |
| Total | \$10,561,366.36 | 839 |

Corporate procurement is distributed in three (3) main areas: IT hardware, software and IT specialized consultancy services, specialized services (HR, advertising, training, etc.) and other services and products (catering, insurances, promotional items, etc.).

In 2020, there was a noticeable increase of Purchase Orders issued by the Procurement Section and decrease of Direct Purchase Order issued by allotment holders from 2019. As the Business Continuity Plan (BCP) took effect in March 2020, the issuance of DPOs from the allotment holders decreased by over 42% from 2019, yet the POs issued by Procurement section increased by 48%. DPOs are often utilized for purchases required onsite at HQ and RO premises and were not required in 2020. The increase of POs were predominately in the areas of IT hardware and/or software purchases, including video conferencing, security licenses and laptop purchases.

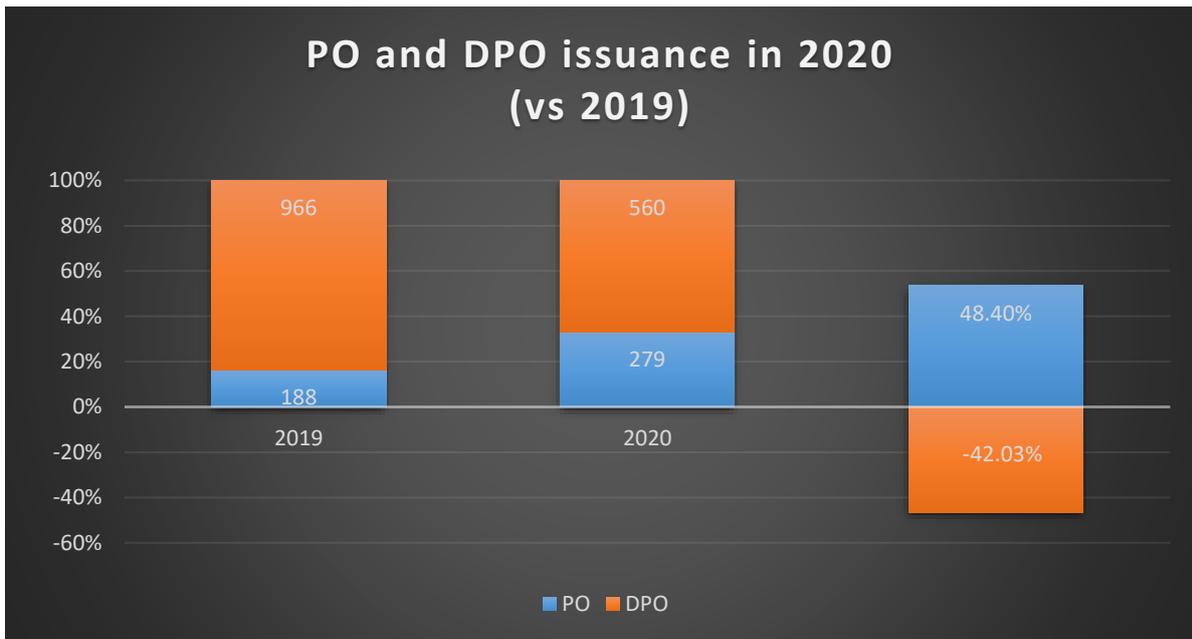
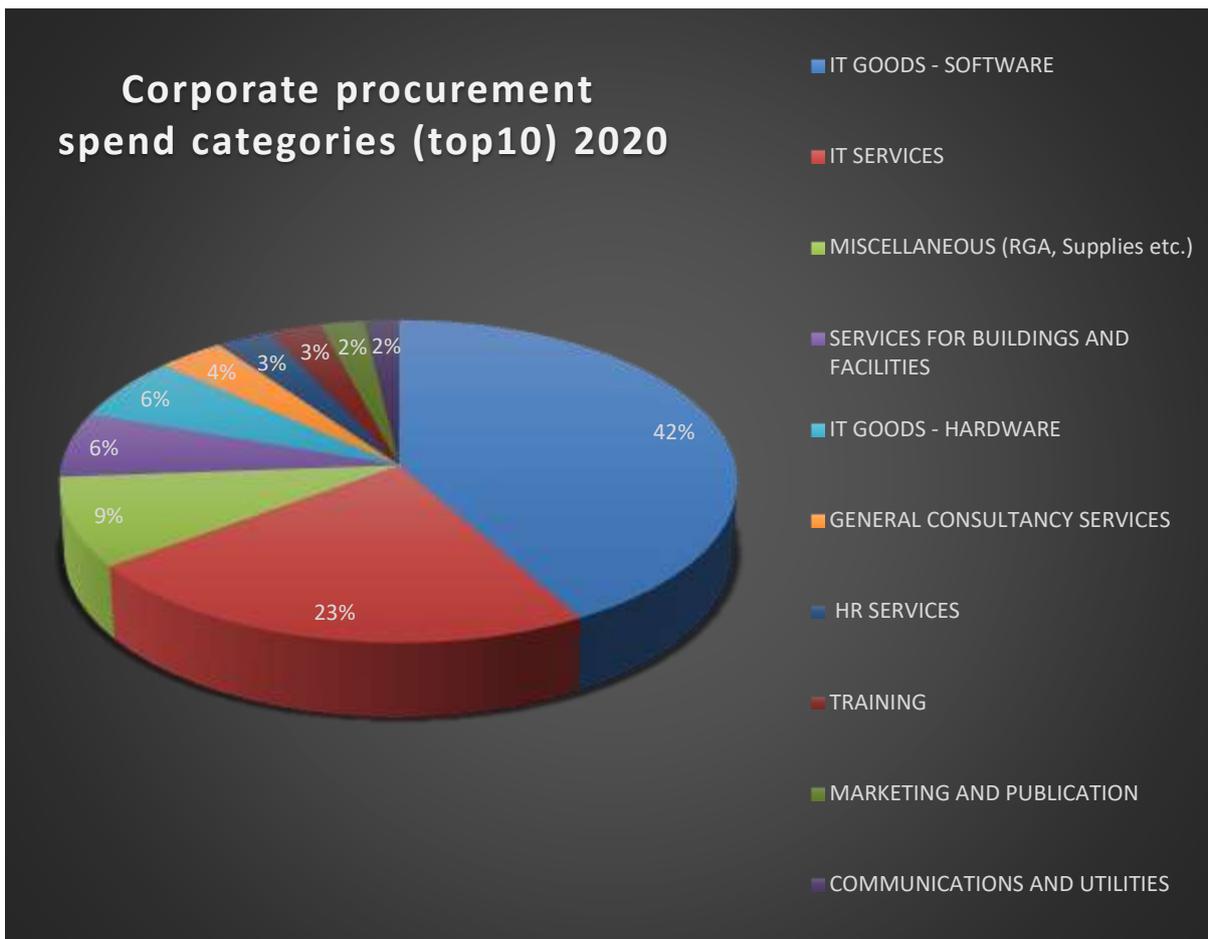


Figure 3 - Corporate Procurement spend composition, per category 2020



Major procurement included contracts/purchase orders for the renewal of the Microsoft Agreement for the triennium 2020-2023 (CAD 1,767,926), the provision of laptops and docking stations for the entire Organization (CAD 620,047), provision of Cisco Switches (CAD 520,000) provision of paper and cardboard supplier (CAD 200,000) and the provision of Adobe Experience Manager (AEM) Forms and additional support services (CAD 179,475).

In addition, various Long Term Agreements (LTAs) were developed for ICAO Headquarters including a new LTA for the provision of Travel Services, two new LTAs for the provision of Catering Services, a new LTA for the provision of Advertising Sales Services and a new LTA for the provision of Adobe licenses and related services, among others.

The pie chart below indicates that approximately 74% of 2020 Procurement Spend was done by and/or on behalf of the Bureau of Administration and Services (ADB), followed by the Regional Offices, for a total of 14%, the Technical Cooperation Bureau (TCB) with 3%, the Air Navigation Bureau (ANB) with 3%, the Air Transportation Bureau (ATB) with 4%, Legal Bureau (LEB) under 1%, and the Office of the Secretary General with 2%.

Figure 4 - RP Total Procurement Spend per ICAO Bureau and RO (2020)

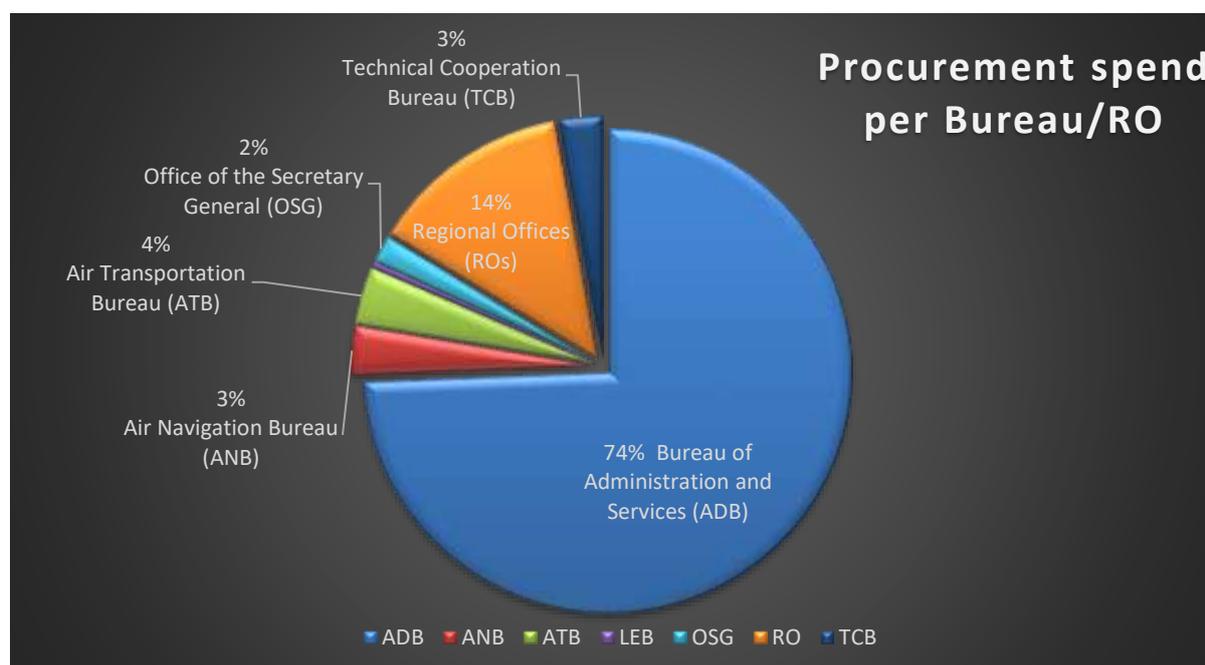
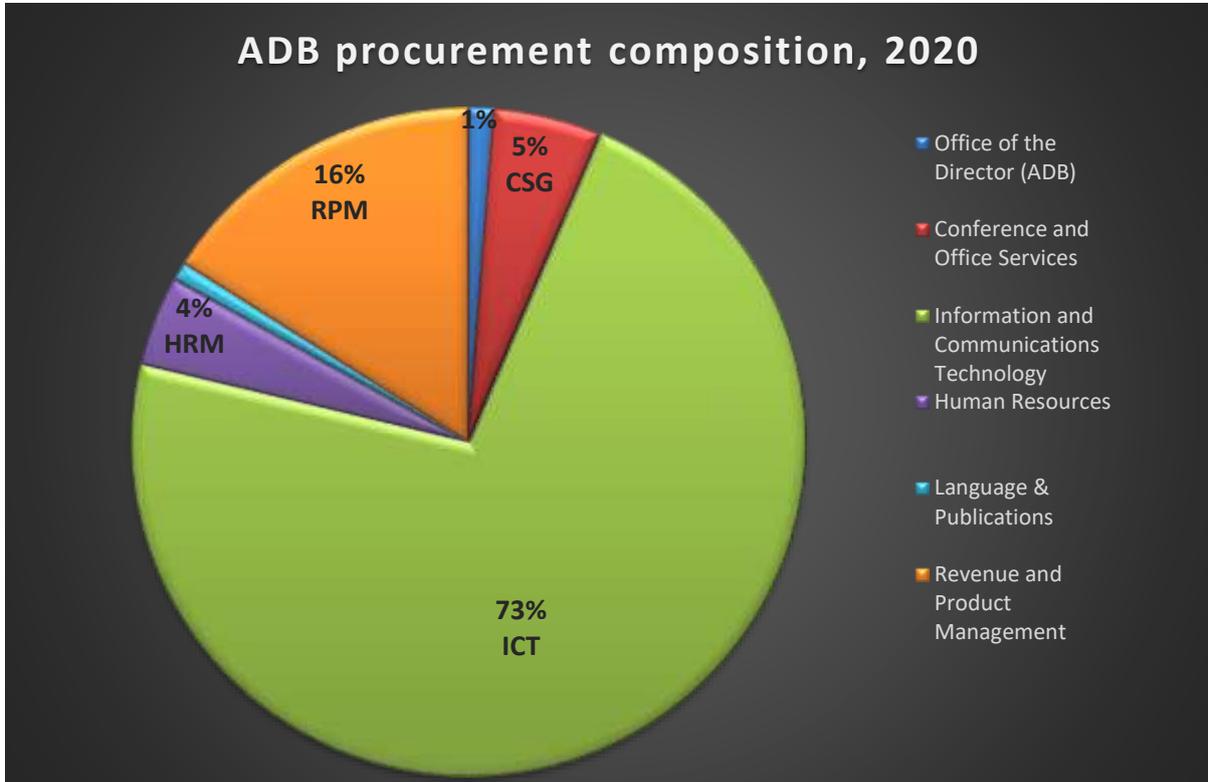


Figure 5 - Total Procurement Spend per Bureau / RO (2020)

| Bureau/RO | Amount (CAD) | % |
|---|------------------------|-------------|
| Air Navigation Bureau (ANB) | \$342,197.18 | 3.24% |
| Air Transportation Bureau (ATB) | \$408,450.89 | 3.87% |
| Asia and Pacific Regional Office (APAC) (including Beijing RSO) | \$394,299.24 | 3.73% |
| Bureau of Administration and Services (ADB) | \$7,854,565.05 | 74.37% |
| Eastern and Southern African Regional Office (ESAF) | \$61,037.67 | 0.58% |
| European and North Atlantic Regional Office (EUR-NAT) | \$400,348.87 | 3.79% |
| Legal Bureau (LEB) | \$40,000 | 0.38% |
| Middle East Regional Office (MID) | \$145,500.97 | 1.38% |
| North American, Central American and Caribbean Regional Office (NACC) | \$28,707.18 | 0.27% |
| Office of the Secretary-General (OSG) | \$192,495.11 | 1.82% |
| South American Regional Office (SAM) | \$138,596.03 | 1.31% |
| Technical Cooperation Bureau (TCB) | \$300,468.98 | 2.84% |
| Western and Central African Regional Office (WACAF) | \$254,699.19 | 2.41% |
| TOTAL | \$10,561,366.36 | 100% |

Within ADB, 72.36% of the procurement spend was done by the Information and Communications Technology Section (ICT), followed by Revenue and Product Management Section (RPM) with 16.02% and Conference, Security and General Services Section (CSG) with 5.1%.

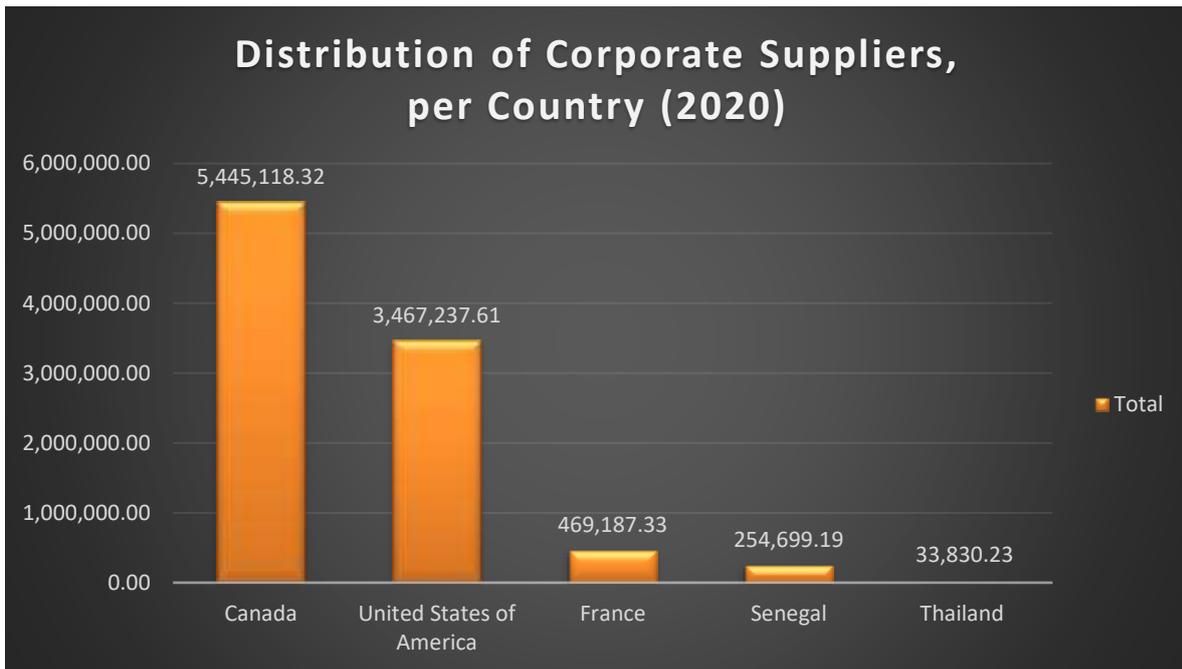
Figure 6 - ADB Procurement spend composition, 2020



With regards to the country of origin of the suppliers contracted in 2020 for ICAO Corporate Procurement, as shown in the figure below the majority of the companies derived from Canada, with 52%, followed by US companies with 33%, France with 4%, Thailand with 3% and Senegalese companies with 2%.

In total, procurements were conducted in 2020 with suppliers contracted from 23 States and listed here in alphabetical order: Australia, Austria, Canada, China, Egypt, France, India, Ireland, Kenya, Lithuania, Mexico, Netherlands, New Zealand, Peru, Portugal, Republic of Korea, Senegal, Singapore, Spain, Switzerland, Thailand, United Kingdom of Great Britain and Northern Ireland, United States of America

Figure 7 - Distribution of Corporate suppliers, per country of origin, 2020



Details on 2020 procurement spend expenditure and number of POs issued by each allotment holder can be found at Annex I – figure 16.

3.1.1. Direct Purchase Order (DPO) Analysis

In an effort to develop the procurement actions in the most cost-efficient way for the Organization, and to ensure adherence with article 1.10³ of the ICAO Procurement Code as well as compliance with the DPO guidelines published on 7 March 2016 under the authority of the ICAO Secretary General, every year PRO prepares an analysis of DPOs issued during the year which exceed 10K per supplier.

While the review of the DPO report per supplier with purchases issued in excess of \$10,000 indicates a number of multiple DPOs placed with the same vendor on a recurring basis and for the same or similar goods/services, these are still within the ICAO procurement rules as the majority are covered by Long Term Agreements (LTAs).

This is the case for the computers, catering services, office furniture, short term man-power, moving services, security services, printing and binding services, and photographic services amongst others. Other recurrent DPOs are related to licenses or services of a proprietary nature (ERP system for example). Nevertheless, PRO and the Allotment Holders are continuously examining whether any procurement can be grouped so as to avoid repeated DPOs by Allotment Holders to the same supplier where possible.

³ Allotment holders at Headquarters and in the Regional Offices, as well as the field project personnel authorized by D/TCB, have, subject to the provisions of this Code, delegated authority to procure goods and/or services provided the value of the procurement does not exceed \$10 000 per purchase order. Multiple contracts with the same supplier, for the same category of good and/or service, shall not be established with the purpose of exceeding the authority granted in this paragraph. The allotment holders at Headquarters and in the Regional Offices, as well as the field project personnel authorized by D/TCB, have the responsibility to provide to C/PRO, on an annual basis, relevant data on such procurements for submission to the ICAO Contracts Board.

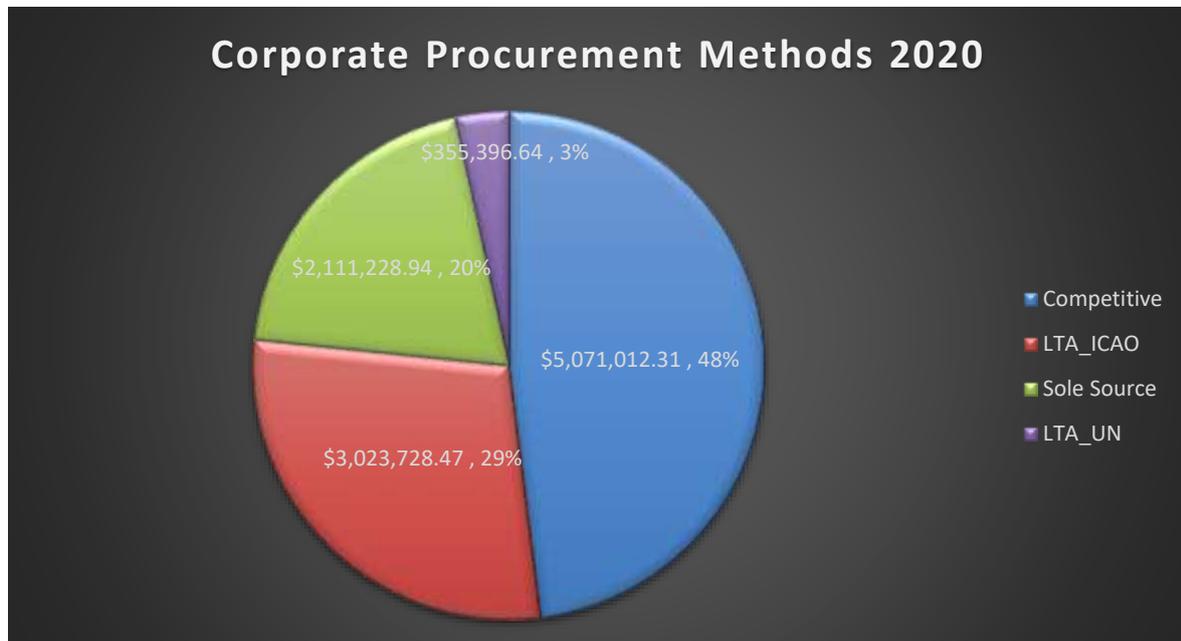
During 2020 Procurement performed monthly checks on the utilization of DPOs, and implemented with FIN and ICT a new procurement method field in the UNIT 4 ERP system workflow to regulate and facilitate the correct utilization of this instrument.

The full compilation and analysis performed on the DPOs in excess of \$10,000 per supplier can be found on Annex II, figures 18 and 19. As indicated in the analysis, there are still some recurring items purchased via DPOs by different Bureaus, which are under review to determine possible grouping into a single tender and subsequent Contract/Long Term Agreement.

Overall, compared to previous years, specifically 2018 and prior, there has been a more conscious utilization of the DPOs and a reduction in multiple DPOs to suppliers by ICAO staff. In 2018, a combined total of 392 multiple DPOs were issued to suppliers by ICAO Staff and in 2020, a combined of 200 multiple DPOs were issued to suppliers by ICAO Staff. However, all Bureaus are encouraged to review the DPO Guideline⁴, to make sure that the correct process for the issuance of DPOs is followed.

Concerning the competitive process followed, it is noted that 48% of the procurement issued in 2020 were the result of a competitive process. Sole source represented 20% of the procurement, mainly justified by the request from the end-user for standardization and/or compatibility with existing commodities such as software, and essential COVID-19 related procurements. An increase of LTA utilization, both from ICAO competitive tenders and from piggy-backing on UN LTA's was observed in 2020, resulting in 29% of all procurements. In 2020, a total of approximately CAD 8,100,000 (80%) were conducted through competitive process (including LTAs and tenders) and approximately CAD 2,100,000 (20 %) were issued through sole source.

Figure 8 – Corporate Procurement spend, per procurement method, 2020



⁴ DPO Guidelines can be found on the intranet, under *procurement– shared documents*, as well as under the section *ERP support – procurement*.

3.2. Procurement for Technical Cooperation Projects

The overall procurement volume for ICAO Technical Cooperation Projects in 2020 was United States Dollar \$22,008,985.

As highlighted in the figure 9 below, it represents a significant decrease compared with previous years (a decrease of 38% with respect to 2019 and 67% with respect to 2018).

Figure 9 – Technical Cooperation Procurement over the last 5 years

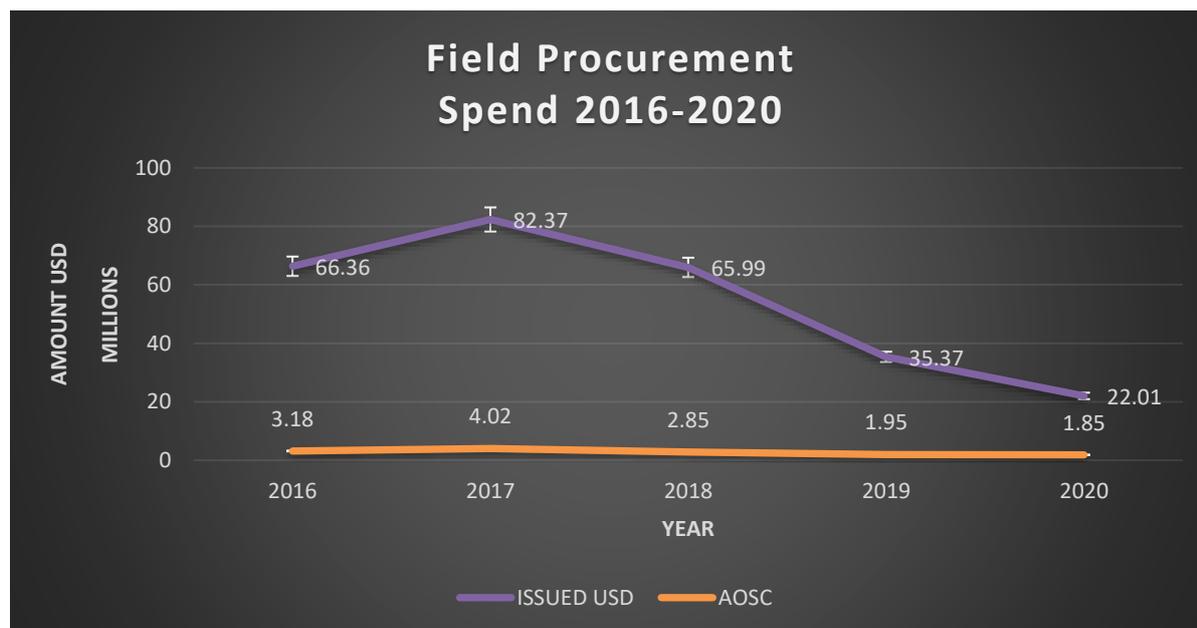


Figure 9 indicates the Technical Cooperation Spend in the last five years (purple line); the figure also indicates the corresponding AOSC contribution by procurement, i.e. the overhead associated with the procurement activities for every year (orange line).

The majority of the TCB overhead fees are phased according to the degree of advancement of the procurement process (20% at the issuance of the tender, additional 30% when the evaluation process has been completed, and the balance upon signature of the purchase order/contract).

During 2020, 187 purchase orders and contracts were implemented for the Technical Cooperation Bureau for a total amount of USD \$22,008,985, split as follows:

- 56 purchase orders/contracts above USD \$10,000, issued and managed by the Procurement Section for a total amount of USD \$21,630,431;
- 131 direct purchase orders of individual value lower than US \$10,000 requested and managed by the field project personnel under the authority of the Chief, Field Operation Section (FOS), for a total amount of USD \$378,554 (which represents less than 2% of the total amount).

An initiative has been launched in 2020 within TCB to develop a range of Long Term Agreements (LTA) for the procurement of equipment and services for airports and aviation facilities that ICAO Member States may need in order to address COVID-19 challenges. In this respect, international competitive solicitations for infrared thermometers, ultraviolet germicidal irradiation (UVGI) systems, bird & wildlife deterrent systems and security equipment have been launched.

In 2020, no POs/Contracts were issued under the Technical Assistance Program.

Figure 10 - Total number of POs and DPOs issued for Technical Cooperation in 2020

| Purchase Orders (POs) and Direct Purchase Orders (DPOs) Summary | Amount (USD) | Count of PO # |
|--|---------------------|---------------|
| Purchase orders, issued by Procurement Section | \$21,630,431 | 56 |
| Direct Purchase Orders, requested and managed by the Field Operations Section (FOS) in TCB | \$ 378,554 | 131 |
| Total | \$22,008,985 | 187 |

2020 Procurement Spend for the Technical Cooperation Procurement Program are summarized below per geographical area (region), projects, commodities and solicitation methods.

As indicated in figures 11 & 12 below, about 87% of 2020 Technical Cooperation Procurement expenditure is represented by projects in the Americas Region, with approximately 19 million.

Figure 11 - 2020 Technical Cooperation Procurement Spend by Region (per amount and # of POs)

| Region | Amount (USD) | Count of PO # |
|--------------------------------------|---------------------|---------------|
| Field Procurement Africa (FAF) | \$2,342,111 | 27 |
| Field Procurement Americas (FAM) | \$19,233,637 | 133 |
| Field Procurement Asia-Pacific (FAP) | \$305,296 | 26 |
| Field Procurement Middle East (FME) | \$127,941 | 1 |
| Field Procurement Europe (FEU) | \$0 | 0 |
| Total | \$22,008,985 | 187 |

Figure 12 - Technical Cooperation Procurement spend by region (2020)

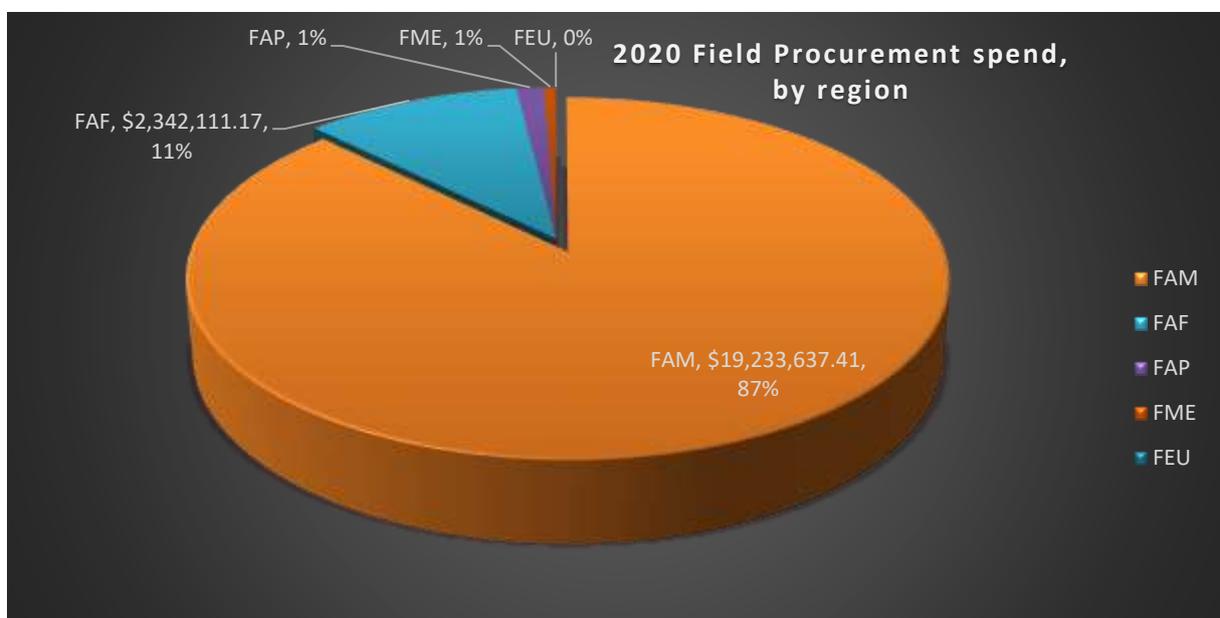
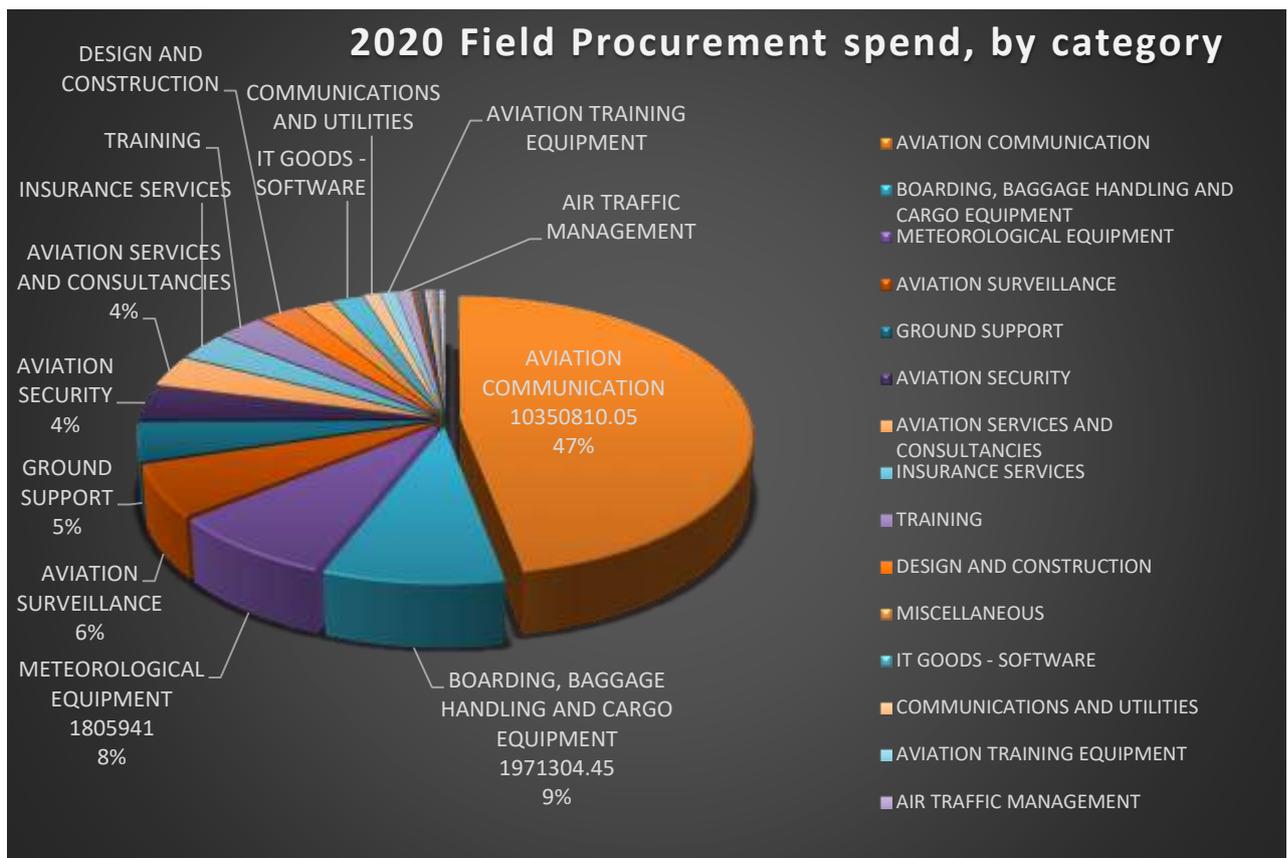


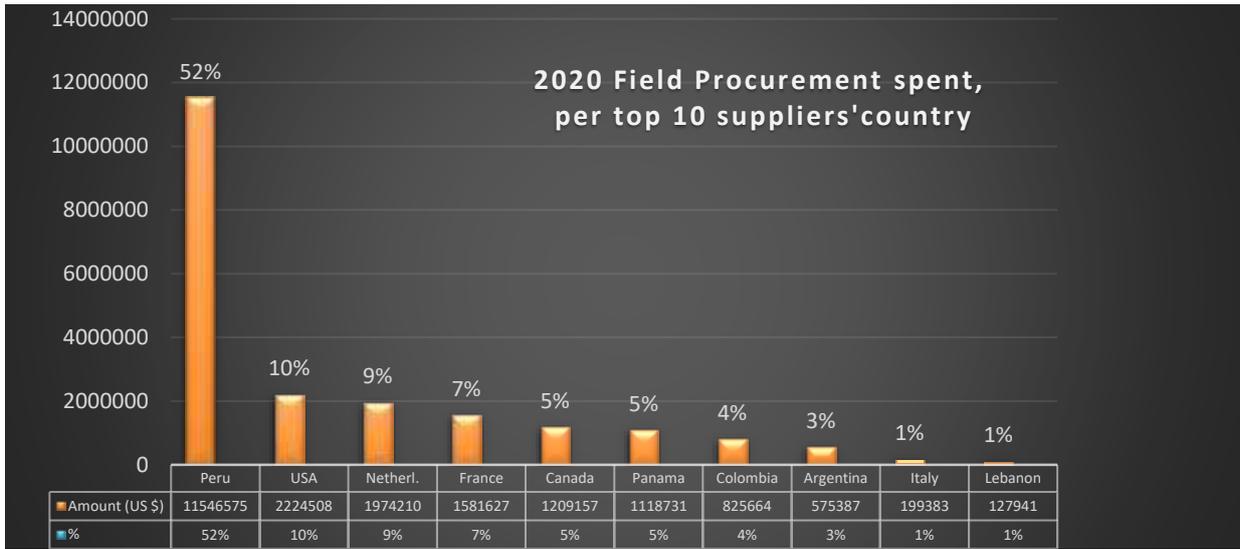
Figure 14 - 2020 Technical Cooperation Procurement spend by category



The list of all Technical Cooperation procurements can be found in Annex III, figure 20.

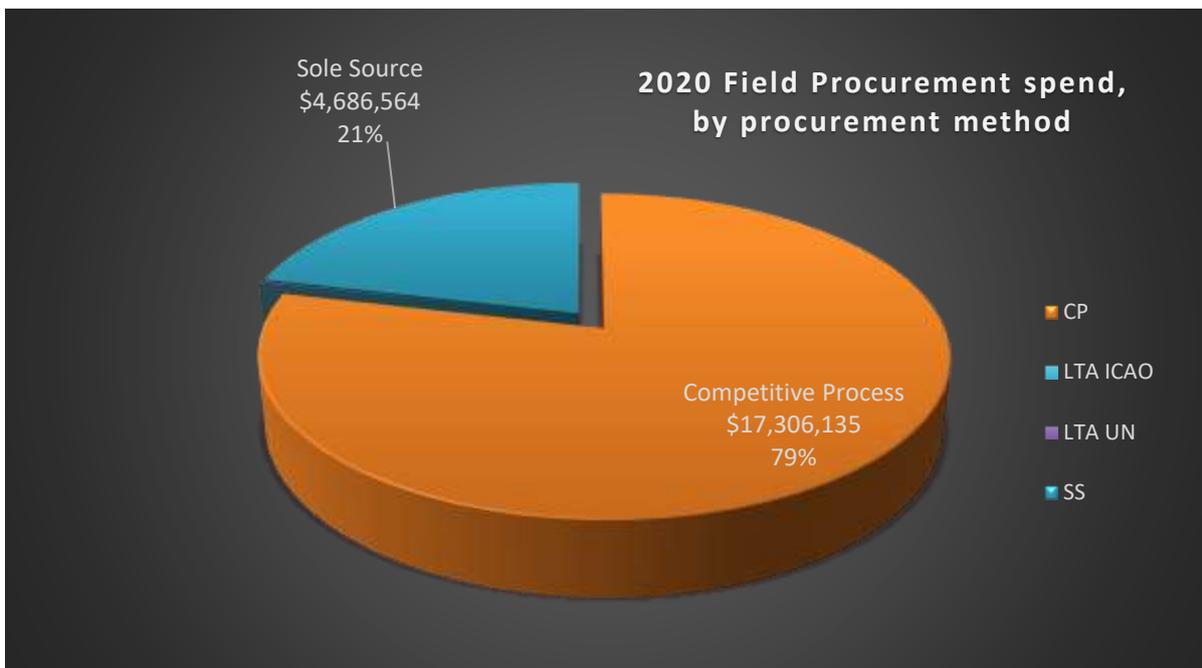
With regards to the country of origin of the suppliers contracted in 2020 for the Technical Cooperation Procurement, the majority of contracts were awarded to Peruvian Companies (principally as lead party of the consortium though the consortiums had international companies) with 52% (US \$11,546,675), followed by companies from The United States of America (10%), Netherlands and France, respectively at 9 and 7 %.

Figure 15 - Distribution of Technical Cooperation Procurement suppliers, per country of origin, 2020



Concerning the competitive process followed, it is noted that 79% of the procurement issued in 2020 by the procurement section were the result of a competitive process. Sole Source represented 21% of the procurement, mainly justified by the request from the end-user for standardization and/or compatibility with existing equipment. An LTA for event catering was developed for the Regional project RAS/09/902 and the UN LTA for Microsoft licensing was used for the project in Somalia.

Figure 16 – 2020 Technical Cooperation Procurement spend per procurement method



4. New initiatives

In 2020, as part of its continuous improvement, the Procurement Section is participating in several endeavours and initiatives as follows:

1. New E-Tendering System: An international competitive exercise for the new E-Tendering system was launched in 2020 and a Contract was awarded to In-Tend in August 2020. The go-live with the new system is scheduled for Q2 2021. This new system will increase the reliability of the solicitation process, support the two-envelope process and will be fully integrated with the ICAO ERP system and the United Nations Global Market Place (UNGM).
2. Bid Protest Mechanism: In line with UN Best Practices, a Bid Protest mechanism has been developed and will be part of the new procurement code. Administrative instructions are being developed and are expected to be presented for approval by the 3rd Quarter 2021 in advance of the new Procurement Code Go Live date.
3. Revised Procurement Code: In 2020, ICAO's procurement section undertook a complete revision of the ICAO Procurement Code to align it with the guidelines and best practices under the United Nations High Level Committee on Management- Procurement Network (for which ICAO is a member of and contributes to). The new procurement code , developed by the Procurement Code Working Group (Legal, Procurement, Finance and OIO as observers), represents the summary of all UN agencies work assessing lessons learned, audit recommendations and best practices to be followed. The new code was completed in December 2020 and the Go Live is expected by the end of 2021. The New Procurement Code will also reflect the new standard operating procedures under the TCB One Single Process with a separation of the Technical Unit form the Procurement Section and transfer of post award implementation to the Field Operations Section.
4. Long Term Agreements (LTA): During 2020 PRO has focused on the establishment of Long Term Agreements (LTAs) to simplify the procurement process, where possible. The list of the LTAs that ICAO has in place has been published on the ICAO intranet and is updated regularly. New Long Term Agreements were also established for Technical Cooperation in 2020.
5. Work Alignment: The procurement section has also realigned the work within the section for the ICAO Corporate Procurement including Regional Offices. This measure has shown significant improvements both in terms of better distribution of the workload and more efficient responsiveness to the numerous ICAO requests.

ICAO's Chief Procurement shall continue to keep the ICAO Secretary General and the Chairman of the ICAO Contracts Board apprised on any further actions and developments and would seek assistance as the need may arise.

5. Annexes

The following annexes form part of this report:

- 5.1. Annex I – Purchase Orders (including direct purchase orders) issued in 2020, divided by Bureau and Section (Corporate);
 - o Figure 17 - Total amount of POs and DPOs issued in 2020, divided by Bureau and Section
- 5.2. Annex II – Compilation and analysis of DPOs issued in 2020 for those which exceed \$10,000 per supplier (Corporate);
 - o Figure 18 - Analysis of DPOs issued in 2020 which exceed 10K per supplier
 - o Figure 19: DPOs issued to the same vendor (top 10): analysis per section
- 5.3. Annex III – Purchase Orders (including direct purchase orders) issued in 2020 for the Technical Cooperation projects;
 - o Figure 20: Total number of POs and DPOs for Technical Cooperation Procurement (2020)
- 5.4. Annex IV – Summary Report POs issued in 2020 for Technical Assistance (TA);
 - o None - Figure 21: Intentionally left blank
- 5.5. Annex V – 2020 Procurement volume comparison (Corporate vs Technical Cooperation)
 - o Figure 22: 2020 Procurement volume (Corporate vs Technical Cooperation)
 - o Figure 23: 2020 Procurement amount (Corporate vs Technical Cooperation)

5.1 Annex I – Purchase Orders (including direct purchase orders) issued in 2020, divided by Bureau and Section (Corporate)

Figure 17 - Total amount of POs and DPOs issued in 2020, divided by Bureau and Section

| Bureau/Section/Regional Office | Sum of Amount (CAD) | % of grand total |
|---|-----------------------|------------------|
| ADB | \$7,854,565.00 | 74.37% |
| Conference and Office Services Section – CSG | \$407,703.39 | 3.86% |
| Document Sales Unit - DSU | \$226,045.12 | 2.14% |
| Human Resources Branch - HRB | \$302,492.33 | 2.86% |
| Information and Communication Technology Section | \$5,660,371.28 | 53.60% |
| Reproduction, Sales and External Distribution Services - RSED | \$314,940.03 | 2.98% |
| Revenue-Generating Activities Section - RGA | \$717,370.27 | 6.79% |
| Language & Publications – LP | \$68,594.50 | 0.65% |
| Web Management Unit -WMU | \$23,039.31 | 0.22% |
| Staff Employment and Administration Section - SEA | \$39,500.00 | 0.37% |
| Office of Director – ADB | \$94,508.82 | 0.89% |
| ANB | \$342,197.18 | 3.24% |
| Information Management Section - IMS | \$22,144.00 | 0.21% |
| Oversight Support Unit - OSU | 26012.14 | 0.25% |
| Safety and Air Navigation Oversight Audit Section | \$16,598.10 | 0.16% |
| Aviation Safety – SAF | \$29,404.57 | 0.28% |
| Office of Director – ANB | \$248,038.37 | 2.35% |
| ATB | \$408,450.89 | 3.87% |
| Aviation Security and Facilitation - ASF | \$31,481.23 | 0.30% |
| Joint Financing Unit | \$178,500.00 | 1.69% |
| Aviation Security Policy Section | \$1,227.50 | 0.01% |
| Environment Branch – ENV | \$140,873.20 | 1.33% |
| Facilitation Section – FAL | \$2,970.00 | 0.03% |
| Economic Analyses & Database Section - EAD | \$19,650.00 | 0.19% |
| Office of Director – ATB | \$33,748.96 | 0.32% |
| LEB | \$40,000.00 | 0.38% |
| Legal Affairs and External Relations Bureau – LEB | \$40,000.00 | 0.38% |
| OSG | \$192,495.11 | 1.82% |
| Communications Unit – COM | \$47,227.00 | 0.45% |
| Programmes Evaluation, Audit and Management Review - EAO | \$5,664.60 | 0.05% |
| Ethics Office - EO | \$35,000.00 | 0.33% |
| Finance Branch – FIN | \$37,250.00 | 0.35% |
| Strategic Planning, Coordination and Partnerships - SPCP | \$45,000.00 | 0.43% |
| Office of the Secretary General – OSG | \$22,353.51 | 0.21% |

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|--|------------------------|----------------|
| RO | \$1,423,189.15 | 13.48% |
| Asia and Pacific Office - Bangkok – APAC (including Beijing RSO) | \$394,299.24 | 3.73% |
| Eastern and Southern African Office - Nairobi – ESAF | \$61,037.67 | 0.58% |
| European and North Atlantic Office - Paris - EUR/NAT | \$400,348.87 | 3.79% |
| Middle East Office - Cairo - MID | \$145,500.97 | 1.38% |
| North American, Central American and Caribbean | \$28,707.18 | 0.27% |
| South American Office - Lima – SAM | \$138,596.03 | 1.31% |
| Western and Central African Office - Dakar – WACAF | \$254,699.19 | 2.41% |
| TCB | \$300,468.98 | 2.84% |
| Field Operations Section – FOS | \$85,427.00 | 0.81% |
| Business Support Unit - BSU | \$3,735.00 | 0.04% |
| Field Procurment Section - FPS | \$8,001.45 | 0.08% |
| Global Aviation Training – GAT* | \$73,878.03 | 0.70% |
| Office of Director – TCB | \$129,427.50 | 1.23% |
| Grand Total | \$10,561,366.31 | 100.00% |
| *GAT is reported under TCB for 2020 | | |

5.2. Annex II – DPOs compilation and analysis for HQs and ROs (Corporate)

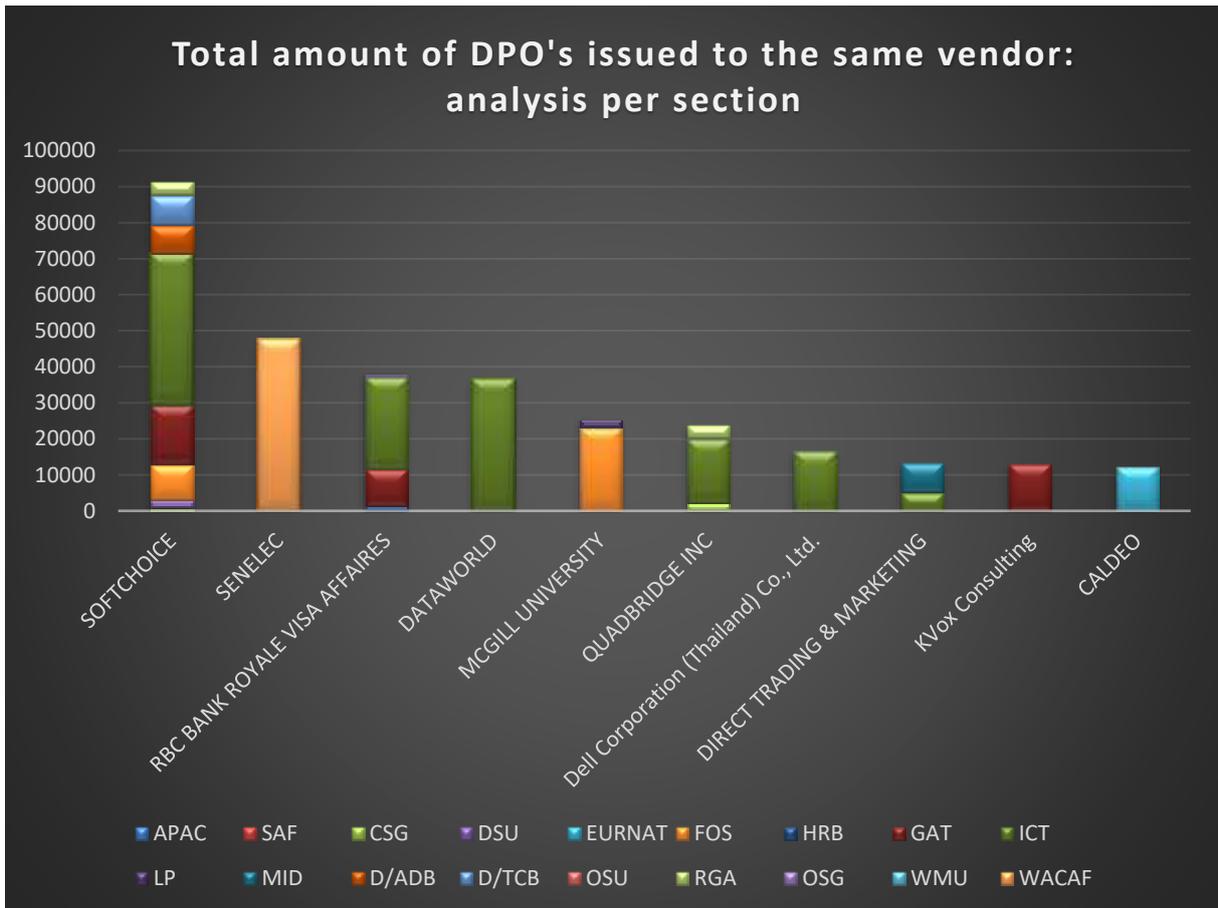
Figure 18 - Analysis of DPOs issued in 2020 which exceed 10K per supplier

| Supplier/Section | TOTAL (CAD) | No. of DPOs | Comments |
|--|--------------------|-------------|--|
| SOFTCHOICE | \$91,314.92 | 62 | Increase compared to 2019 |
| Conference and Office Services Section - CSG | \$1,000.00 | 1 | Various ICT items not covered by established contracts but awarded following a competitive process and also various DPOs raised against the existing LTAs for the provision of laptops and docking stations for remote work. |
| Document Sales Unit - DSU | \$1,929.00 | 6 | |
| Field Operations Section - FOS | \$9,930.00 | 4 | |
| Information and Communication Technology Section - ICT | \$42,037.92 | 33 | |
| Office of Director - ADB | \$7,945.00 | 1 | |
| Global Aviation Training - GAT | \$16,550.00 | 10 | |
| Revenue-Generating Activities Section - RGA | \$3,648.00 | 5 | |
| Office of the Director - TCB | \$8,275.00 | 2 | |
| SENELEC | \$47,682.89 | 1 | |
| Western and Central African Office - Dakar | \$47,682.89 | 1 | Acceptable, utilities expense, recorded as a procurement |
| RBC BANK ROYALE VISA AFFAIRES | \$38,207.00 | 30 | Slight increase from 2019 |
| Human Resources | \$1,416.58 | 1 | Some ICT software subscription requires payment online via credit card, hence explained RCB as a vendor. |
| Information and Communication Technology Section - ICT | \$25,640.49 | 22 | |
| Global Aviation Training - GAT | \$10,184.42 | 6 | |
| Office of the Secretary General - OSG | \$965.51 | 1 | |
| DATAWORLD | \$36,755.00 | 15 | Significant decrease from 2019 |
| Information and Communication Technology Section - ICT | \$36,755.00 | 15 | Various DPOs for printing and ICT – based on random checks, competitive process was followed. |
| MCGILL UNIVERSITY | \$25,517.50 | 7 | Slight increase from 2019 |
| Language & Publications Branch - LP | \$1,149.92 | 3 | Various training offered by McGill University. DPOs raised as a competitive process. |
| Field Operations Section - FOS | \$24,367.58 | 4 | |

| | | | |
|--|--------------------|-----------|--|
| QUADBRIDGE INC | \$23,840.04 | 36 | Increase compared to 2019 |
| Conference and Office Services Section - CSG | \$2,132.29 | 1 | Various DPOs for ICT pertaining to remote work requirements, based on random checks, competitive process was followed. |
| Information and Communication Technology Section - ICT | \$18,013.73 | 31 | |
| Revenue-Generating Activities Section - RGA | \$3,694.02 | 4 | |
| Dell Corporation (Thailand) Co., Ltd. | \$16,694.85 | 4 | Increase compared to 2019 |
| Information and Communication Technology Section - ICT | \$16,694.85 | 4 | Various DPOs for ICT pertaining to remote work requirements (laptops and batteries). |
| DIRECT TRADING & MARKETING | \$13,359.00 | 3 | Increase compared to 2019 |
| Information and Communication Technology Section - ICT | \$5,178.45 | 1 | Various DPOs for ICT pertaining to remote work requirements (laptops). |
| Middle East Office - Cairo | \$8,180.55 | 2 | |
| KVox Consulting | \$13,060.00 | 4 | Increase compared to 2019 |
| Global Aviation Training - GAT | \$13,060.00 | 4 | DPOs required for narration of course materials. |
| CALDEO | \$12,453.70 | 3 | Utilities - excluded |
| European and North Atlantic Office - Paris | \$12,453.70 | 3 | Acceptable, utilities expense, recorded as a procurement |
| KPI INSTITUTE PTY LTD. | \$12,042.00 | 3 | Increase compared to 2019 |
| Aviation Safety - SAF | \$3,320.00 | 2 | Various training offered and justified by market research (SS and CP) |
| Field Operations Section - FOS | \$8,722.00 | 1 | |
| PROGRESS SOFTWARE/ TELERIK INC. | \$11,972.08 | 4 | Increase compared to 2019 |
| Oversight Support Unit - OSU | \$9,918.45 | 3 | Various software required and justified by SS |
| Information and Communication Technology Section - ICT | \$2,053.63 | 1 | |
| HYPERTEC SYSTEMS INC | \$11,566.00 | 7 | Increase compared to 2019 |
| Information and Communication Technology Section - ICT | \$11,566.00 | 7 | Various DPOs for ICT pertaining to remote work and onsite requirements. |
| ITM INSTRUMENTS INC | \$11,431.00 | 2 | Increase compared to 2019 |
| Conference and Office Services Section - CSG | \$11,431.00 | 2 | COVID-19 related equipment required for HQ |
| DELL CANADA | \$10,755.79 | 7 | Significant decrease compared from 2019 |
| Conference and Office Services Section - CSG | \$9,954.75 | 1 | Various DPOs for remote work requirements, competitive process was followed. |
| Information and Communication Technology Section - ICT | \$801.04 | 6 | |
| EBS CO CANADA LTEE (CANEBS CO) | \$10,199.66 | 2 | Increase compared to 2019 |
| Web Management Unit - WMU | \$10,199.66 | 2 | DPO's issued against LTA |
| Electrotech SARL | \$10,137.34 | 4 | Increase compared to 2019 |
| Western and Central African Office - Dakar | \$10,137.34 | 4 | Repairs and maintenance required at RO and justified by SSJ |

| | | | |
|--|--------------------|----------|---|
| AVI SPL Canada Ltd. | \$10,117.55 | 6 | Increase compared to 2019 |
| Conference and Office Services Section - CSG | \$8,851.80 | 5 | Various DPOs raised for requirements on virtual meetings due to COVID |
| Information and Communication Technology Section - ICT | \$1,265.75 | 1 | |

Figure 19 - DPOs issued to the same vendor (top 10) - analysis per section



Comment:

As shown in the above bar chart, in 2020 the majority of the DPOs issued were in favour of Softchoice for the provision of IT hardware and software. The 2020 spend and utilization of DPOs significantly reduced in 2020, in comparison to 2019. It should also be noted, that there has been a positive response, by the allotment holders in the creation of various Long Term Agreements (LTA's) that have reduced the usage of DPOs.

Although ICT has exceeded the threshold (CAD 10K) of DPOs issued in favour of the same supplier during 2020, the procurement process has been followed correctly in almost all the cases. It should be also noted that the procurement of all ICT equipment and related services for the entire Organization is centralized in ICT.

5.3. Annex III –Purchase Orders (including direct purchase orders) issued in 2020 for the Technical Cooperation projects

Figure 20 - Total number of POs and DPOs for Technical Cooperation Procurement (2020)

| Region | Project | Supplier | Description | Issued (In US \$) |
|--------|-----------|---|--|-------------------|
| FAM | PER19810 | Gilat Networks Peru SA | UHF TRANSMITTERS & ASSOCIATED EQUIPMENT (Radiolinks) | 5,436,900 |
| FAM | PER19803 | 3A INFRAESTRUCTURA S.A.C | 88 DUAL VHF TX/RX SYSTEMS AND 21 SINGLE VHF TX/RX SYSTEMS | 4,659,281 |
| FAF | RAF11801 | THALES LAS FRANCE S.A.S | Amendment I to Contract 22501223, in Euros | 2,090,283 |
| FAM | PAN03902 | Vanderlande Industries B.V. | "Retrofit, Operation and Maintenance of BHS for TIA in Panama. | 1,971,304 |
| FAM | PER19802 | MORCOM INTERNATIONAL, INC. | Three (3) Automated Weather Observing Systems (AWOS) for CORPAC, Peru | 1,805,941 |
| FAM | PAN03902 | CONSORCIO NAVES SUPPLY TOCUMEN SA | Provision of Waste Disposal Services for Tocumen International Airport (TIA), as per Contract 22502000 at US\$1,986.13 per month | 998,591 |
| FAM | PAN03902 | DETECTA CORP S.A. | Provision of Spare Parts for Security Equipment | 820,564 |
| FAM | PER17801 | RIMAC SEGUROS Y REASEGUROS | Medical Insurance for the personnel of Dirección General de Aviación Civil (DGAC) of Peru - Ministerio de Transportes y Comunicaciones (MTC) from 1 July 2017 until 30 June 2018. | 673,685 |
| FAM | PAR08801 | Proyectos y Estudios Especiales S.A. | Airside Design for Silvio Pettirossi International Airport | 575,000 |
| FAF | RAF19803 | Airports Council International (ACI) Canada | Airport Excellence (APEX) Reviews for sixteen (16) airports in the Western Africa (WACAF) Region | 480,000 |
| FAM | PER17801 | Telematica S.A. | "ArcGIS Software Licenses and related services as per Contract 22502081 | |
| " | 220,900 | | | |
| FAF | RAF11801 | INEO Energy & Systems | Increase of scope of Supply for the sites of Libreville and Moroni,, as per Amendment III to Contract 22501506 | 212,844 |
| FAM | RLA03901 | INTELSAT | Extension of transponder services for the South American REDDIG project | 208,140 |
| FAM | PER19804 | 3A INFRAESTRUCTURA S.A.C | 13 VHF Radios for Peru | 199,904 |
| FAM | PER19808 | Cadmos microsystems | DIGITAL VOICE RECORDING AND PLAYBACK SYSTEM | 199,383 |
| FAF | SOM14802 | AON CANADA INC. (AON REED STENHOUSE INC.) | Aviation Liability Insurance Policy | 174,129 |
| FAM | RLA03901A | CENTURYLINK PERU S A | One year extension of the Ground Communications Services in continuation to Contract 22501200 (Art. 5.1.6) and amendments I, II, III & IV to Contract 22501200. The extension is from 1 January to 31 December 2016. | 172,091 |
| FAM | BRA17801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | Global ACI-ICAO Provision of Airport Safety Professional (ASP) Accreditation Programme Courses for ANAC, Brazil | 146,900 |

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|-----|-----------|---|--|---------|
| FME | LEB88701 | TASSOCO SARL | Procurement of Refurbishment Work for Beirut Radar Rotary Joint on behalf of Directorate General of Civil Aviation (DGCA) Lebanon. | 127,941 |
| FAP | INS08802 | ALLIED PROPERTIES REIT | Rental of Offices for the Indonesian Delegation for the year 2020. | 123,730 |
| FAM | PAN03902 | ULTRA ELECTRONICS AIRPORT SYSTEMS, INC. | Procurement of IT Systems for TIA | 111,198 |
| FAM | PAN15801 | COCESNA | PROCUREMENT OF TRAINING SERVICES FOR AAC - AUTORIDAD DE AERONÁUTICA CIVIL OF PANAMÁ | 87,612 |
| FAM | PAN03902 | RAPISCAN SYSTEMS LTD | Security Equipment, as per Contract 22501784 | 66,750 |
| FAF | SOM14802 | SITA SWITZERLAND SARL | Procurement of Future Air Navigation System (FANS) 1/A Managed Services for the Federal Government of Somalia (FGS) | 63,900 |
| FAP | THA18801 | GAL Air Navigation Services | Procurement of Human Factors: The TEM and TRM Interface Training | 59,465 |
| FAM | ARG09801 | Elbit Systems of America-Night Vision, LLC | Provision of Night Vision Equipment together with logistic support and related services and warranty on behalf of the Argentinean Air Force (AAF), Argentina. | 56,508 |
| FAM | RLA03901 | FREQUENTIS AG | One year extension of the voice and data communication services related to the interconnection of the MEVA III and REDDIG II satellite telecommunications networks as per Amendment I to Contract 22501528 | 55,644 |
| FAM | PAN15801 | COMSOFT Solutions GmbH | Leasing of the MEVA III Network and provision of associated equipment and services for Panama as per Contract 22501514. | 54,725 |
| FAM | PAN15801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | Training courses for ISFPA instructors of AAC Panama | 50,524 |
| FAM | PAN03902 | Nextcom Systems Inc | Procurement of IT security software licenses for Tocumen International Airport (TIA), Panama | 49,906 |
| FAM | BRA17801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | Provision of training courses | 47,323 |
| FAF | RAF14801 | CGX AERO | Procurement of Software Maintenance Services for the African Flight Procedure Programme (AFPP) | 46,276 |
| FAP | RAS09801A | CGX AERO SAS | Procurement of Support and Maintenance for GeoTitan Licenses for the years 2021-2023 | 42,075 |
| FAM | PAN15801 | Instituto Superior de Formación Profesional Aeronáutica (ISFPA) | New Training Program 2020 for the Civil Aviation Authority of Panama. | 38,280 |
| FAM | BRA17801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | Virtual courses for ANAC, Brazil | 36,142 |
| FAM | PER17801 | FALCON SYSTEMS S.A.C. | Four workstations for DGAC of Peru | 33,426 |
| FAF | BGA09801 | CAETANO AUTO CV SA | Procurement of one vehicle for the BAGAIA project | 31,800 |
| FAM | PAN03902 | IER SAS | PAPER ROLL FOR CUSS KIOSKS | 28,624 |
| FAM | PER17801 | TOP OFFICE.COM EIRL | Procurement of Equipment and Services for an Office Renovation for DGCA of Peru | 28,106 |
| FAM | URU08801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | Trainair Plus Membership and Reassessment Fees | 24,795 |

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|-----|-----------|--|--|--------|
| FAM | ECU11802 | ST ELECTRONICS (INFO-SOFTWARE SYSTEMS) PTE LTD. | Software Maintenance, Advisory and Consultation Services for the Integrated Air Traffic Control (ATC) Simulation System for DGAC of Ecuador. | 24,738 |
| FAM | BRA17801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | Online courses for ANAC, Brazil | 21,750 |
| FAF | MRT19801 | EGIS AVIA | Training on Safety Management Systems (SMS) and State Safety Program (SSP) | 17,205 |
| FAP | RAS97902A | GLOBAL AVIATION TRAINING OFFICE, ICAO | Provision of online PBN Courses | 15,300 |
| FAM | URU08801 | THOT SRL | Procurement of a Computer-Based Safety Oversight Information Management System for DINACIA. | 15,128 |
| FAF | LES18603 | LESOTHO REVENUE AUTHORITY | Import Duties related to the purchase of fire fighting equipment under purchase order 22501986 | 13,244 |
| FAF | CIV12802 | INCHEON INTERNATIONAL AIRPORT CORPORATION | Procurement of Aerodrome CNS Engineering Training Course for ASA, Cabo Verde | 11,428 |
| FAF | CIV12802 | AIRPORT AND AVIATION SERVICES SRI LANKA LTD | Provision of AIS/MAP Publications Specialist training course for ASA, Cabo Verde | 11,200 |
| FAM | RLA06901A | MERIDEAM CONSULTING AND TRAINING SL | AMHS Training | 10,500 |
| FAF | SOM14802 | MICROSOFT LICENSING, GP | Provision of Licenses of MS Office 365 for the period of 7 months from 1 August 2018 to 28 February 2019, as per attached quotation number 0752992.005 | 9,996 |
| FAM | PAN15801 | GLOBAL TRAINING AVIATION (GTA) | Curso de Aprobación y Certificación FSTD | 9,075 |
| FAM | PAN03902 | FIRETRUCKS UNLIMITED, LLC | RAPID INTERVENTION VEHICLE/FIRST RESPONSE VEHICLE | 9,000 |
| FAM | PAN03902 | LICENSING ASSURANCE LLC | IT Software | 9,000 |
| FAM | PAN15801 | IATA TRAINING & DEVELOPMENT INSTITUTE | TRAINING - OTHER | 9,000 |
| FAP | RAS09801A | ZHIXUEYUN BEIJING TECHNOLOGY CO LTD | E-LEARNING SERVICE | 8,988 |
| FAP | RAS97903A | GLOBAL AVIATION TRAINING OFFICE, ICAO | Global Reporting Format Online Course for COSCAP-SEA | 8,910 |
| FAF | BGA09801 | ALDINO GONCALVES CARDOSO | PURCHASE OF 3 LAPTOPS | 8,836 |
| FAM | PAR08801 | TECNOFOR | FURNITURE, OFFICE | 8,827 |
| FAF | CIV12802 | AIRPORT AND AVIATION SERVICES SRI LANKA LTD | TRAINING: AIS/MAP Publications Specialist (STP 029/074/AIS PUB) | 8,750 |
| FAM | PER17801 | ROXBERRY | CORONAVIRUS EQUIPMENT | 8,750 |
| FAM | PER17801 | LINEA DIGITAL SAC | Servicio de elaboración de documento de Gestión DGAC | 8,712 |
| FAM | PER17801 | INTERMODAL PLUS SAC | Iniciativa Privada Cofinanciada | 8,598 |
| FAM | PER17801 | SYNLAB PERU SAC | Pruebas de descarte Covid 2do | 8,570 |
| FAM | URU08801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | TRAINAIR PLUS Reassessment fee | 8,550 |
| FAF | CIV12802 | SENASA | Procurement of Safety Occurrence Reporting and Analysis (SORA) Training Course for ASA, Cabo Verde | 8,500 |

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|-----|-----------|--|---|-------|
| FAM | PAR08801 | COMPUMARKET SA | Computer Hardware - three 13" Notebooks and three 12.9" tablets | 8,322 |
| FAP | RAS97902A | GLOBAL AVIATION TRAINING OFFICE, ICAO | ICAO-ACI GLOBAL REPORTING FORMAT (GRF) - ONLINE COURSE - 32 ACCOUNTS (AERODROME) | 8,255 |
| FAF | SOM14802 | UTMOST WORLDWIDE LIMITED | "Procurement Provident Fund Services on behalf of Flight Information Services of Somalia (FISS) Project | 8000 |
| FAM | PAN03902 | GRUPO TRUGAR SA | AIRPORT MAINTENANCE | 7,959 |
| FAM | PER17801 | INSTITUTO LATINOAMERICANO DE EMPRESAS Y NEGOCIOS S A C | BUSINESS INTELLIGENCE, ANALYTICS Y BIG DATA | 7,813 |
| FAM | PER17801 | CLEAN 100% SAC | MEDICAL EQUIPMENT | 7,807 |
| FAM | RLA03901 | INEO Energy & Systems | Storage Costs for equipment related to Amendment VII to PO 22501200 | 7,600 |
| FAM | PER17801 | SAVI GROUP SAC | Equipo proteccion de personal | 7,242 |
| FAM | PER17801 | SYNLAB PERU SAC | Pruebas Covid | 7,153 |
| FAM | PER17801 | SYNLAB PERU SAC | Prubas Covid | 7,078 |
| FAM | PAN15801 | LOCAL SUPPLIER FOR PAN15801 | MISCELLANEOUS CONSULTING SERVICES | 6,838 |
| FAM | PAN03902 | GRUPO FENIX DEL ISTMO S. | MISCELLANEOUS CLEANING CREW (NON-AERONAUTICAL) | 6,832 |
| FAM | PAN03902 | TECNASA | COMPUTERS | 6,798 |
| FAM | PER17801 | J L TRADE SAC | Produccion y posproduccion de contenido audiovisual | 5,790 |
| FAM | BRA17801 | BOURBON FOZ DO IGUACU HOTEL | HOTEL SERVICES | 4,947 |
| FAM | BOL17801 | BISA SEGUROS Y REASEGUROS SA | MEDICAL INSURANCE - NATIONAL PROFESSIONALS OF BOL17801 | 4,800 |
| FAM | RLA03901 | ND SatCom Products GmbH | IT Hardware - Modem | 4,746 |
| FAM | PAR08801 | LA NAVE INFORMATICA | Telecommunication Services | 4,700 |
| FAP | INS08802 | Apple Canada | THREE IPHONES FOR DELEGATION STAFF | 4,500 |
| FAM | RLA99901 | Maria Claudia Checa Clarkson | Translation services for Advisory Circulars and Documents related to COVID 19 | 4,500 |
| FAM | PAN15801 | CORPORACION EDUCATIVA INDOAMERICANA SAS | TRAINING - OTHER Curso RPAS | 4,500 |
| FAM | PAR08801 | COMPUMARKET SA | Telefonos Moviles | 3,801 |
| FAP | RAS02901A | GLOBAL AVIATION TRAINING OFFICE, ICAO | GLOBAL REPORTING FORMAT FOR RUNWAY SURFACE CONDITIONS – INTRODUCTION - E-LEARNING – ENGLISH (IATA) | 3,780 |
| FAM | PAN15801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | TRAINING - OPERATIONAL SAFETY MANAGEMENT | 3,600 |
| FAP | INS08802 | INDIGO PARC CANADA INC. | Payment of parking space for Indonesia Delegation for the period of Jan. to June 2021 | 3,417 |
| FAM | PER17801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | TRAINING - CORSIA | 3,400 |

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|-----|-----------|--|---|-------|
| FAP | INS08802 | INDIGO PARC CANADA INC. | RENTAL OF PARKING SPACES FOR THE VEHICLES OF THE DELEGATION OF INDONESIA | 3,343 |
| FAM | PER17801 | DIXISA SAC | MEDICAL EQUIPMENT | 3,270 |
| FAM | RLA99901 | Maria Claudia Checa Clarkson | Simultaneous interpretation services – BL 32-01 | 3,150 |
| FAM | PER17801 | MAPFRE PERU COMPANIA DE SEGUROS Y REASEGUROS SA | MEDICAL INSURANCE | 3,020 |
| FAM | PER17801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | WASA | 3,000 |
| FAM | RLA99901 | CGE RISK MANAGEMENT SOLUTIONS B V | Software BowtieXP Standard license | 2,906 |
| FAP | RAS02901A | XIANG AN CHUN RESTAURANT | LUNCH CATERING FOR DANGEROUS GOODS RECURRENT TI TRAINING ON 3-7 FEBRUARY 2020 AT ICAO RSO BEIJING | 2,859 |
| FAP | RAS09801A | APTECH | 400 HOURS OF SELF-PACED ONLINE COURSE ON CLOUD COMPUTING FOR MR. HUANG XIAOJI IN 2020 | 2,799 |
| FAM | URU08801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | TRAINING - OTHER | 2,700 |
| FAM | RLA03901 | Terrasat Communications INC | MAINTENANCE SERVICES - COMMUNICATIONS EQUIPMENT AND/OR GROUND NAVIGATIONAL AIDS | 2,600 |
| FAM | RLA03901 | ND SatCom Products GmbH | Repair service for one (1) Modem | 2,534 |
| FAM | RLA03901 | Maria Claudia Checa Clarkson | INTERPRETATION SERVICES | 2,520 |
| FAM | RLA03901 | Miriam Ramos Benites | INTERPRETATION SERVICES | 2,520 |
| FAM | PER19801 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH - at no cost to project, it will be deducted from the project's overhead. | 2,354 |
| FAP | INS08802 | Intact Insurance Company | Payment of vehicle insurance for Indonesia Delegation from Jan. 2021 to Jan. 2022 | 2,025 |
| FAM | PER17801 | DIXISA SAC | Kits de proteccion Covid19 | 2,007 |
| FAM | PER19810 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH - at no cost to project, it will be deducted from the project's overhead | 1,957 |
| FAM | PAN15801 | AVIATION STRATEGIES INTERNATIONAL, INC | Trainair Plus "Establecimiento de un Manual de Aeródromo para la Certificación de un Aeropuerto" | 1,950 |
| FAM | PAN15801 | Aviation Strategies International | Trainair Plus "Establecimiento de un Manual de Aeródromo para la Certificación de un Aeródromo" | 1,950 |
| FAM | PAN15801 | AVIATION STRATEGIES INTERNATIONAL, INC | Trainair Plus "Establecimiento de un manual de Aeródromo para la certificación de un Aeródromo" | 1,950 |
| FAP | INS08802 | F H ROWAT INSURANCE | DELEGATION OF INDONESIA'S CAR INSURANCE, HONDA ODYSSEY 2019, 01.01.2020-01.01.2021 | 1,921 |
| FAP | INS08802 | Assurances R. LEGAULT Inc. | RENEWAL OF OFFICE INSURANCE FOR THE DELEGATION OF INDONESIA TO ICAO | 1,900 |
| FAP | INS08802 | CANON CANADA INC. | PHOTO COPY MAINTENANCE SERVICES 1 JANUARY - 31 DECEMBER 2020 | 1,891 |
| FAM | RLA06901 | Maria Claudia Checa Clarkson | Simultaneous interpretation services – BL 32-98 | 1,890 |
| FAM | RLA06901 | Miriam Ramos Benites | Simultaneous interpretation services – BL 32-98 | 1,890 |

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| FAM | RLA06901 | Maria Claudia Checa Clarkson | Simultaneous interpretation services – BL 32-98 | 1,890 |
| FAM | RLA06901 | Miriam Ramos Benites | Simultaneous interpretation services – BL 32-98 | 1,890 |
| FAM | PAN03902 | PC CAD, S.A | COMPUTER SOFTWARE LICENCE (Sketch Up Pro) | 1,750 |
| FAF | SOM14802 | UNIGATE LOGISTICS LIMITED | SHIPMENT, CLEARANCE AND DELIVERY SERVICES | 1,720 |
| FAP | RAS09801A | XIANG AN CHUN RESTAURANT | LUNCHES FOR STUDENTS DURING THE PROCEDURE DESIGN REFRESHER COURSE (INC. GBAS/SBAS) NO. 8 TO BE CONDUCTED ON 24-28 FEBRUARY 2020 | 1,716 |
| FAP | RAS02901A | XIANG AN CHUN RESTAURANT | LUNCH CATERING FOR THE TRAIN THE TRAINER SMS WORKSHOP JOINTLY ORGANIZED BY COSCAP-NA AND EASA ON 17-21 FEBRUARY 2020 AT ICAO RSO BEIJING | 1,716 |
| FAP | RAS97903A | KRUA SIRIWAN | CATERING FOR AIIA WORKSHOP, ICAO APAC RO, BKK, 18-21 FEBRUARY 2020 | 1,643 |
| FAM | RLA99901 | Maria Claudia Checa Clarkson | Translation services: | 1,520 |
| FAM | PER17801 | GREEN BUSINESS CERTIFICATION INC | SERVICES | 1,500 |
| FAM | PAN03902 | GRUPO FENIX DEL ISTMO S. | MISCELLANEOUS CLEANING WRAPPING (NON-AERONAUTICAL) | 1,466 |
| FAM | RLA99901 | CRISTINA DE SOUZA RUIZ | CATERING SERVICES | 1,432 |
| FAP | RAS04901A | Dell Corporation (Thailand) Co., Ltd. | LATITUDE 54000 CTO BASE | 1,412 |
| FAM | PAN15801 | Instituto Dominicano de Aviacion Civil | TRAINING - CORSIA | 1,400 |
| FAM | PER19803 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH - at no cost to project, it will be deducted from the project's overhead | 1,357 |
| FAM | PER17801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | TRAINING - Derecho Aeronautico Internacional | 1,350 |
| FAM | URU08801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | TRAINING - OTHER | 1,350 |
| FAM | URU08801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | TRAINING - OTHER | 1,350 |
| FAM | RLA03901D | GAMARRA AIR CARGO Y CIA. S.A.C. | COURIER AND CUSTOMS BROKERAGE SERVICES | 1,292 |
| FAM | RLA03901 | Dell Perú S.A.C. | 2 (two) laptops and accesories, | 1,281 |
| FAM | RLA06901 | Maria Claudia Checa Clarkson | Simultaneous interpretation services – BL 32-98 | 1,260 |
| FAM | RLA06901 | Miriam Ramos Benites | Simultaneous interpretation services – BL 32-98 | 1,260 |
| FAP | RAS97903A | KRUA SIRIWAN | THE 21ST SEARAST MEETING AND NATIONAL COORDINATORS MEETING, ICAO APAC RO, 17-19 MARCH 2020 | 1,213 |
| FAM | RLA03901 | STE ORSENNA | IT Software | 1,204 |
| FAP | AFG17701 | EGR Inc. | INSURANCE COVERAGE FOR THE VEHICLE OF THE DELEGATION OF AFGHANISTAN TO ICAO | 1,184 |
| FAM | PER17801 | IATA INTERNATIONAL AIR TRANSPORT / ASSOCIATION | IATA Publications | 1,169 |
| FAF | RAF19802 | Iena Senghor Mbacke | TRANSLATION SERVICES INTO ENGLISH | 1,118 |
| FAM | PER17801 | IATA INTERNATIONAL AIR TRANSPORT / ASSOCIATION | IATA Publications | 1,104 |
| FAF | BGA09801 | IMPAR SEGUROS | Payment for the insurance of vehicle (22502067) for BAGAIA office | 1,010 |

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| FAF | RAF19802 | DIOR SALLA - RESTAURANT TRAITEUR | CATERING SERVICES TO BE PROVIDED TO 15 PARTICIPANTS DURING THE COORDINATION MEETING ECOWAS-ICAO IN DAKAR (10 - 14 FEBRUARY 2020) | 1,009 |
| FAF | RAF14801 | NDIACK BA | Interpretation services during SC/6 on 03.09.2020 by Ndiack Ba | 1,008 |
| FAF | RAF14801 | MARIE-AÍSSATOU (AÍDA) DIOP WANE | Interpretation services during SC/6 on 03.09.2020 by MARIE-AÍSSATOU (AÍDA) DIOP WANE | 1,008 |
| FAF | RAF19802 | CHEIKH AMALA DIOP | INTERPRETATION SERVICES | 1,008 |
| FAF | RAF19802 | NDIACK BA | INTERPRETATION SERVICES | 1,008 |
| FAM | URU08801 | EL PAIS S.A. | PUBLICATIONS, EL PAIS S.A. | 928 |
| FAF | RAF19802 | Iena Senghor Mbacke | TRANSLATION SERVICES INTO ENGLISH | 911 |
| FAM | MEX07801 | GLOBAL AVIATION TRAINING OFFICE, ICAO | TRAINING - OTHER | 900 |
| FAM | RLA03901 | Dell Perú S.A.C. | COMPUTER | 876 |
| FAM | ECU11802 | DIGI KEY ELECTRONICS | Power Supply as per Attachment I of this purchase order | 826 |
| FAM | PER17801 | ICAO INTERNATIONAL CIVIL AVIATION / ORGANIZATION | ICAO Publications | 802 |
| FAM | PAN03902 | FALCON ENVIRONMENTAL SERVICES, INC. | AIRPORT, FAUNA CONTROL SERVICES | 800 |
| FAM | RLA99901A | AVIATION SUPPLIES AND ACADEMICS (ASA) | PUBLICATIONS, ASA | 799 |
| FAM | PER17801 | CATERING MAFER S A C | CATERING SERVICES Taller de Refrescamiento | 719 |
| FAM | RLA99901 | Maria Claudia Checa Clarkson | Simultaneous interpretation services – BL 32-98 | 630 |
| FAM | RLA99901 | Miriam Ramos Benites | Simultaneous interpretation services – BL 32-98 | 630 |
| FAM | RLA06901 | Maria Claudia Checa Clarkson | Simultaneous interpretation | 630 |
| FAM | RLA06901 | Miriam Ramos Benites | Simultaneous interpretation SERVICES INTO SPANISH | 630 |
| FAM | RLA99901 | Miriam Ramos Benites | Simultaneous interpretation services – BL 32-98 | 630 |
| FAM | RLA99901 | Maria Claudia Checa Clarkson | Simultaneous interpretation services – BL 32-98 | 630 |
| FAM | RLA03901 | Maria Claudia Checa Clarkson | Interpretation services | 630 |
| FAM | RLA03901 | Miriam Ramos Benites | Interpretation Services | 630 |
| FAM | RLA06901 | Maria Claudia Checa Clarkson | Translation of document | 622 |
| FAP | INS08802 | CANON CANADA INC. | PHOTO COPY MAINTENANCE SERVICES FROM 11 JULY 2019 TO 31 DECEMBER 2019 | 605 |
| FAM | MEX07801 | CORPORACION EDUCATIVA INDOAMERICANA SAS | TRAINING | 600 |
| FAM | PER19803 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 580 |
| FAM | PER19801 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 541 |
| FAM | PER19803 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 483 |
| FAM | PER19801 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 451 |
| FAP | INS08802 | ALLIED PROPERTIES REIT | INSTALLATION OF ELECTRIC WALL OUTLET | 426 |
| FAM | URU08801 | EL PAIS S.A. | ADVERTISING SERVICES | 421 |
| FAF | NAM14801 | UNDP Namibia | Payment for UNDP services in Q1 2020 (visas and clearance of personal vehicle) | 405 |
| FAM | PER17801 | TOP OFFICE.COM EIRL | Locksmithing | 399 |

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| FAM | ECU11802 | CIPE - CENTRO DE INSTRUCCION, PERFECCIONAMIENTO Y EXPERIMENTACION | Seminario Practico AVSEC | 387 |
| FAM | PER19803 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 378 |
| FAM | PER19810 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 378 |
| FAM | PER19810 | 3-101-599350 SA | TRANSLATION SERVICES INTO SPANISH | 315 |
| FAM | PAN15801 | ASSA Compañía de Seguros S.A. | INSURANCE OF VEHICLES | 312 |
| FAP | INS08802 | HONDA GRAVEL | PROJECT'S VEHICLE MAINTENANCE 2019 | 223 |
| FAM | PER17801 | CATERING Y PUNTO | CATERING SERVICES | 197 |
| FAM | PER17801 | CATERING Y PUNTO | CATERING SERVICES | 197 |
| FAM | PER19808 | Maria Claudia Checa Clarkson | TRANSLATION SERVICES INTO SPANISH | 130 |
| FAF | RAF11801 | THALES LAS FRANCE S.A.S | Provision of Monopulse Secondary Surveillance Radar Systems (MSSR) with Mode S Functionality, Air Traffic Management (ATM) Systems and ACC Upgrades and associated equipment and services as per Contract 22501223 | - 864,484 |

5.4. Annex IV – Summary Report POs issued in 2020 for Technical Assistance (TA)

Figure 21 - Intentionally left blank – none in 2020

5.5 Annex V – 2019 Procurement comparison (Corporate vs Technical Cooperation)

Figure 22 - 2020 Procurement volume (Number of PO/DPO) Corporate vs Technical Cooperation

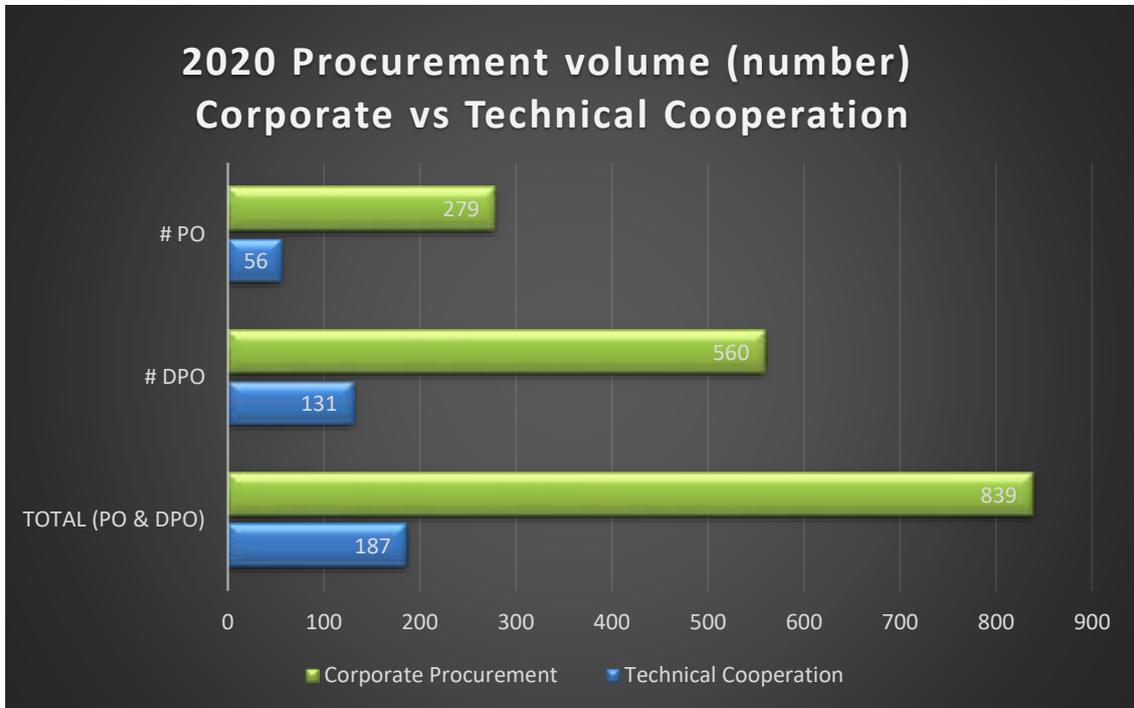


Figure 23 - 2020 Procurement amount Corporate vs Technical Cooperation

