

KEY STEPS	ROLE PLAYERS
APPLICATION FOR RECONSIDERATION	
1. A notice for selection of award and the executive summary is sent to bidders	Accounting Officer
2. Application for reconsideration in writing to the Accounting Officer within (7) seven days	Bidder
3. Receive the reconsideration made by the bidder	Accounting Officer
4. Refer the matter to the PC to review and recommend on the way forward	Accounting Officer
5. PC review the request for reconsideration by the bidder and recommends to the Accounting Officer – (a) maintain the initial decision to select (b) recommend re-evaluation by BEC	PC
6. Accounting officer acts on the recommendation of the PC and – (a) confirms and notifies the bidder of the initial decision made, or (b) requests the BEC to re-evaluate	Accounting Officer
7. Re-evaluate and resubmit the report to PC	BEC
8. Review and recommend to Accounting Officer	PC
9. Based on the recommendation, the accounting officer may, - (a) confirm and notify the bidder of the initial decision made, or (b) select a new bidder for award and issue a new Notice for selection for Award together with the executive summary	Accounting Officer
10. If still not satisfied, the bidder may, within 7 days of the notification of the decision or the new selection for award, proceed to apply for review at the Review Panel	Bidder
APPLICATION FOR REVIEW – REVIEW PANEL	

