HIGH-LEVEL PROCESS FOR NON-GLOBAL FUND FINANCED PROCUREMENT (NGFP)

wambo.org is the Global Fund's online procurement platform for the Pooled Procurement Mechanism (PPM). Eligible Buyers may use domestic and other non-Global Fund resources[1] to procure quality-assured health and non-health products used in programs to fight HIV, tuberculosis and malaria. Orders and invoices are tracked through the system, with centralized communication and access to order information.

PHASE 0: PPM PRE-ONBOARDING

Introduction & Eligibility Review

- PPM/wambo.org overview
- Review of procurement needs, funding arrangements, and stakeholder roles and responsibilities
- Buyer eligibility and onboarding requirements reviewed

PHASE 1: PPM ONBOARDING

PPM Registration & Access setup

- Global Fund confirms Buyer eligibility and Third-Party Payer arrangements, where applicable
- Required PPM registration and onboarding documents completed
- Global Fund sets up access to wambo.org

Training

- wambo.org demo and/or live training
- User guides and job aids
- Ongoing user support

PHASE 2: PROCUREMENT & ORDER FULFILLMENT

Request

- Buyer submits Purchase Requisition
- Supply feasibility reviewed by the Global Fund or the PSA[2] depending on the contractual arrangements
- PSA issues Price Quotation (PQ) with estimated costs

Approval

- Buyer reviews and approves PQ
- PSA issues Proforma Invoice
- Prepayment process initiated

Prepayment

- Approved PQ sets budget ceiling
- Receipt of prepayment is confirmed
- Purchase Order (PO) released through wambo.org to PSA, allowing the PSA to place orders with suppliers

Delivery

- Supplier confirms goods readiness
- PSA coordinates shipment in accordance with the agreed delivery terms and Buyer import requirements
- Buyer receives deliveries and confirms receipt
- Invoices issued and processed in line with delivery and payment milestones

PO Closure

- Estimated vs. actual costs reconciled
- Any remaining credit is refunded, where applicable
- Final Invoice Summary Statement is issued and the PO is closed

[1] For eligibility and policy requirements, see Policy on Non-Global Fund-Financed Procurement through the Pooled Procurement Mechanism (PPM) / wambo.org

[2] Procurement Services Agent

Notes:

- Buyers are responsible for confirming that procurement using wambo.org is consistent with all applicable procurement laws and regulations, including those relating to intellectual property.
- Order fulfillment is subject to supplier confirmation and supply availability at the time of Purchase Order (PO) placement.