


Forestry Development Authority
Procurement Plan Explanatory Notes
Fiscal Year: 2015/2016



Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No.FDA/SS/001/15/16	Telecommunication	<p>This package will be procured under the budget line item of Telecommunication, internet, postage and courier.</p> <p>Lonestar Scratch Cards – 4,260pcs (We purchase scratch cards for employees monthly from the head office of Lonestar GSM Company and for every purchase that is above a thousand dollar, there is a 5% discount given to the entity.</p> <p>Cellcom Scratch Cards – 2,016pcs (We have existing cellcom internet edge and we only purchase cellcom scratch cards monthly for their reloading.</p>
3	IFB No.FDA/SS/002/15/16	Postage	<p>This package will be procured under the budget line item of Telecommunication, internet, postage and courier.</p> <p>Postage (We used the Liberia Poster Service under the Ministry of Post and Telecommunication (MoPT), this is mainly for receiving mails from out of country and bills are served the entity for payment.</p>
4	IFB No.FDA/RFQ/001/15/16	Courier	<p>This package will be procured under the budget line item of Telecommunication, internet, postage and courier.</p> <p>Courier will be done through the RFQ method due to the limited service provider.</p>
5	IFB No.FDA/RFQ/002/15/16	Repair & Maintenance Generators	<p>This package will be procured under the budget line item of Repair & Maintenance –Plant, Machinery, Equipment.</p> <p>Assorted materials will be procured and service will be provided by the entity generator team</p> <p>Assorted materials such as fuel filters, oil filters, coolant, air cleaner etc.</p>
6	IFB No.FDA/RFQ/003/15/16	Repair & Maintenance Lap tops, Desk tops, Printers	<p>This package will be procured under the budget line item of Repair & Maintenance –Plant, Machinery, Equipment.</p> <p>Assorted items such as computer boards, processers, printer board etc., service will be provided by the FDA IT staffs.</p>
7	IFB No.FDA/RFQ/004/15/16	Repair & Maintenance Air-conditions	<p>This package will be procured under the budget line item of Repair & Maintenance –Plant, Machinery, Equipment.</p> <p>This service will be provided by contractor hired by the entity.</p>

8	IFB No.FDA/NCB/001/15/16	Stationery	1. A4 papers 100ctns 2. Cartridges 300 boxes 3.Envelops 20 boxes 4. Legal papers 50ctns 5. Perforator 30pcs 6. Desk tray 50pcs 7. Manila folders 20boxes 8. Hanging folders 10boxes 9.Ball Pen 20pks
9	IFB No.FDA/RB/001/15/16	Transport Equipment (Vehicle)	Double Cabin Pick-ups - 12pcs (US\$437124.00) 30 Seats Bus - 1pcs (US\$80,672.00) SUV - 9pcs (US\$368,359.00)

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