

MINISTRY OF LABOUR
PROCUREMENT PLAN (Core budget)
Source of Funding: GOL National Budget
Fiscal year: 2015/2016



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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNED	6	IFB NO:MOL/NCB /OO3/15/16	Foreign Means of Travel (Air Tickets)	N-7911	4	\$ 25,000.00	NCB	8/4/2015	8/18/2015	9/1/2015	9/3/2015	10/1/2015	10/15/2015	10/22/2015	11/5/2015	N/A	4/15/2016	4/15/2016
UPDATE																		
ACTUAL																		
PLANNED	7	IFB NO:MOL/NCB /OO4/15/16	Transportation Equipment (Vehicles)	G-4510	5	\$ 150,000.00	NCB	8/4/2015	8/18/2015	9/1/2015	9/3/2015	10/1/2015	10/15/2015	10/22/2015	10/28/2015	N/A	10/29/2015	10/30/2015
UPDATE																		
ACTUAL																		
GRAND TOTAL						\$ 225,500.00												

Prepared by: Mr. Henry H. Kolison
Procurement Director

10/20/15
DATE

Approved by: Hon. Neto Z. Lighe Sr.
Head of Entity/ Chairman Proc. Cmtee



10-20-15
DATE



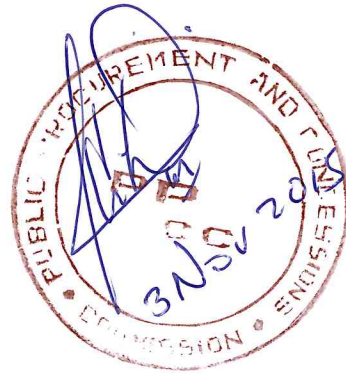
Name of Entity: Ministry of Labour



Procurement Plan Explanatory Note

Fiscal year 2015/2016

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO.MOL/RFQ/001/15/16 	Internet 	<p>This contract package is intended to procure the following communication items:</p> <p>a) Internet Service-----Nine Thousand Dollars (\$ 9,000.00) to be used to pay for one year Internet subscription</p> <p>The contract package came from budget line (Telecommunication, Courier, Postage & Internet -221203) of which the lump sum amount is Eighteen Thousand United States Dollars (\$ 18,000.00USD) .Nine Thousand is apportion for the provision of Internet services, the remaining goes to the procurement of scratch cards.</p>


2	IFB NO.MOL/RFQ/001/15/16	Scratch Cards	<p>This contract package is intended to procure GSM scratch cards in the following category:</p> <p>Lone Star Scratch cards-----900pcs @ 5.00=4,500USD Cellcom Scratch cards-----800pcs @ 5.00=4,000USD Novafone Scratch cards-----100pcs @ 5.00= 500USD</p> <p>The contract package came from budget line (Telecommunication, Courier, Postage & Internet -221203) of which its lump sum amount is Eighteen Thousand United States Dollars (\$ 18,000.00USD) .Nine Thousand of this budget line is apportion for the procurement of scratch cards. The amount apportion for the procurement of scratch cards has reduced by Three Thousand united states dollars (3,000) due to the (1/12) allotment given by the Ministry of Finance and Development Planning prior to budget approval. The current amount for scratch cards is Six Thousand Five united states dollars (,6000)</p>
3	IFB NO.MOL/NCB/001/15/16	Stationeries	<p>This contract package is intended to procure the following stationery items:</p> <p>a) A4 Sheet-----156ctns b) Legal Sheet-----30ctns c) Carbon Sheet-----2ctns d) Steno Pads-----8ctns e) Journal-----3ctns f) Paper Glue-----1ctn g) Clip Board-----4pcs h) Ball Pens-----20pks i) Manila Folder-----20pks j) Toners-----86pks k) Staple machine-----2doz l) Stick on Pad-----30pks j) Cartridge-----30pks</p> <p>The contract package came from the budget line Stationery-221602 of which its lump sum amount is Fourteen Thousand Two Hundred Fifty United States Dollars (14,250). One thousand five Hundred United States Dollars (1,500) was added to the</p>



			Stationery amount making it Fifteen Thousand Seven Fifty United States Dollars (15,750). The additional funding came from Workshop, Conferences, Symposia and Seminar-222102 budget line. The Fifteen Thousand Seven Fifty United States Dollars (15,750) has reduced by Two Thousand Five Hundred united states dollars (2,500) due to the(1/12) allotment given by the Ministry of Finance and Development Planning prior to budget approval. The current amount for Stationery is Thirteen Thousand Two Hundred and Fifty united states dollars (13,250)
4	IFB NO,MOL/NCB/002/15/16	Vehicle Repairs & Maintenance	This contract package will be used to hire a firm (garage) for the provision of Repairs and Maintenance services for MOL's fleet of vehicles.
5	IFB NO.MOL/RFQ/001/15/16 	Workshops, Conferences, & Seminars 	<p>This contract package will be used to procure the following items:</p> <ul style="list-style-type: none"> a) Catering Service-----5000.00USD b) Hall Rental-----1,500.00USD <p>Services (Catering & Hall rental) that are to be provided will be done by a vendor who has the capacity to render both together. Reason for this decision is based on past experienced the ministry encountered after selecting a vendor who provides only Catering service. The Ministry was constrained to hire another vendor to provide the hall. Because of this, the Ministry has decided to hire a vendor that provides both services. The amount for these services are Six Thousand Five Hundred Unites States Dollars (\$6,500.00USD) which came from Workshops, Conferences, & Seminars- 222102) budget line of Ten Thousand United States Dollars (\$10,000.00USD). The Six Thousand Five Hundred United States Dollars (6,500) apportion for Hall Rental & Catering services has reduced by Two Thousand Nine Hundred United States Dollars(2,900) due to the (1/12) allotment given by the Ministry of Finance and Development Planning prior to budget approval. The available amount for this contract package is Three Thousand Six Hundred United States Dollars (3,600).</p>
6	IFB NO.MOL/RFQ/002/15/16	Entertainment	<p>This contract package will be used to procure confectioneries for the Ministers offices.</p> <ul style="list-style-type: none"> a) Mineral water-----40sacks

			b) Juices-----20ctns c) Breakfast Items
7	IFB NO.MOL/NCB/003/15/16	Foreign Means of Travel(air tickets)	This contract package is intended to procure air tickets for the following individuals: a) Minister b) Deputy Minister for Planning c) Minister's Special Assistant d) Assistant Minister Labor Standard
8	IFB NO.MOL/NCB/004/15/16	Transportation Equipment(Procurement of Vehicles)	This contract package will be used to procure vehicles for the Ministry. a) SUV-----3 b) Pickup-----1 c) Sedan-----1
		Residential Property Rental & Lease	This contract package is intended to pay for properties that the Ministry occupies in two counties, Rivercess and Grand capemount respectively. This contract package is not included on the 2015/2016 Procurement Plan due to an existing contract between the owners of the properties and the Ministry. The current amount for this Contract package is (3,300.00USD)
		Electricity	The Liberia Electricity Corporation (LEC) has been the sole supplier of current to the Ministry for fiscal year 2014/2015. The Ministry has (15,000.00 USD) Fifteen United States Dollars in its current budget for electricity. This contract package is not included on the 2015/2016 Procurement Plan of the Ministry due to an existing contract between the Ministry and LEC.
		Water & Sewage	The Liberia Water and Sewage Corporation (LWSC) has been the sole supplier of water to the Ministry for fiscal year 2014/2015. The Ministry has (3,500USD) Three Thousand Five Hundred United States Dollars in its current budget for water and sewage. This contract package is not on the 2015/2016 Procurement Plan of the Ministry due to an existing contract between the Ministry and LWSC.
		Feasibility study/survey	The ministry will use this line item in its budget for the payment of survey materials: a) Car rental services\$5,000.00 USD b) Feeding(for training conducted at central office for coordinators)-\$2,000.00

			c) Fuel.....\$2,500.00 USD d) Printing of survey materials.....\$3,000.00 UDS e) Subsistence Allowance.....\$2,500.00 USD To carry out a nationwide labor survey in the country in collaboration with LIGIS. These procurable items in this line are added to the other once that have the same inscription in the Procurement Plan.
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Prepared by: 
Henry H. Kolison
Procurement Director

Date : 10/20/15

