

**Name of Entity: LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT  
PROCUREMENT PLAN: CONSULTANCY**

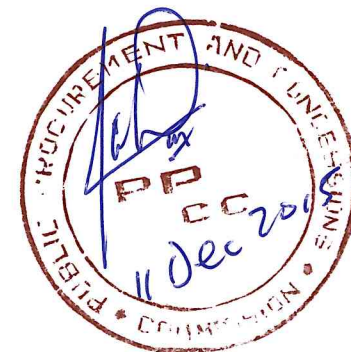
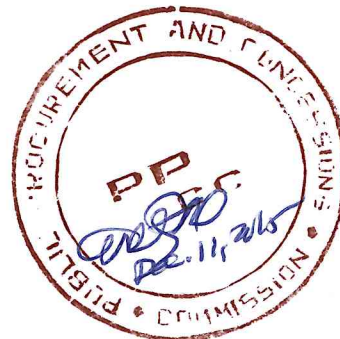
**Source of Funding: Fiscal year: July 1, 2015 – June 30, 2016**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA					IMPLEMENTATION DATES												
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	REQUEST FOR EXPRESSION OF INTEREST, if applicable				REQUEST FOR PROPOSALS AND APPROVAL OF AWARD							COMPLETION (FINAL REPORT) AND PAYMENT
								PUBLICATION OF REOI	REOI CLOSING/OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL-EVALUATION REPORT/SHORT LIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL-COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	
PLANNED	1	IFBNO./LACE/RFO/001/2014/2015	Accounting and Auditing Services	1	4,000.00	LCS	7/10/2016	7/17/2016	7/24/2016	8/1/2016	8/8/2016	8/15/2016	8/15/2016	8/22/2016	8/29/2016	N/A	9/5/2016	9/12/2016	9/26/2016
UPDATE																			
ACTUAL																			
GRAND TOTAL					4,000.00														

Prepared by: Kornema Y. Mulbah  
Senior Procurement Officer

Approved by: Julius K. Sele  
Executive Director  
Head of Entity/Chairman Proc. Committee

Date: 23/11/15



Prepared by: \_\_\_\_\_

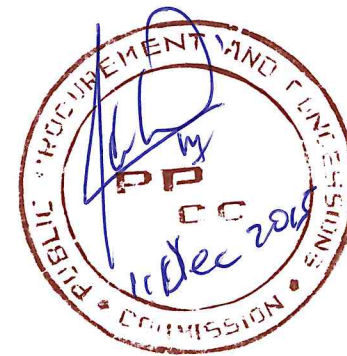
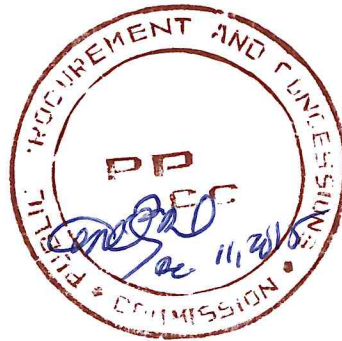
  
Kornema Y. Mulbah  
Procurement Director/ Manager

Approved by: \_\_\_\_\_

  
Julius K. Sele  
Head of Entity/Chairman Procurement Committee

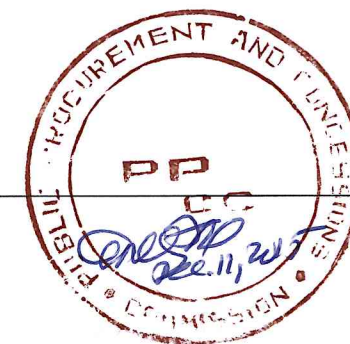
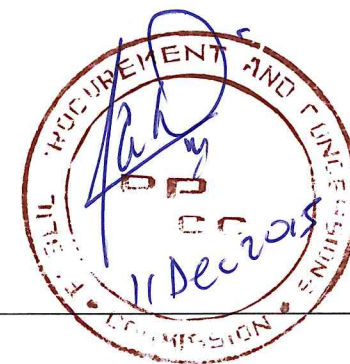
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23 Jul 15



**Liberia Agency for Community Empowerment**  
**Procurement Plan Explanatory Notes**  
**Fiscal Year: 2015/2016**

Items No.	Contract package code	Contract package	Content of Contract Package
1.	IFB NO.LACE/SBA/RB/001/15/16	Petroleum Product	This contract package is purposed for acquiring gas & fuel for LACE vehicles and generators 27,103.16gal @ 3.41cent
2.	IFB NO.LACE/NCB/005/15/16	Stationery	<p>The contract package is intended to procure the following items:</p> <p>A. A4 paper .....1,920 cartons</p> <p>B. Chalk ..... 15 cartons</p> <p>C. Memo ink .....36 cartons</p> <p>D. 21 /22 ink .....120 sets</p> <p>E. 84-A cartridge .....60pks</p> <p>F. A4 manila folder ..... 60 boxes</p> <p>G. Hanging folder ..... 80 boxes</p> <p>H. Box files .....40 boxes</p> <p>I. Assorted stationery.....Lumpsun</p>
3.	IFB NO.LACE/SBA/RFQ/003/15/16	Cleaning Materials	<p>This contract package is intended to procure the following items:</p> <p>A. Tide soap .....20 cartons</p> <p>B. Tissue .....120 sacks</p> <p>C. Sanitizer .....36dozens</p> <p>D. Liquid soap .....24dozens</p> <p>E. Floor mob .....150 pieces</p> <p>F. Soft broom .....150 pieces</p> <p>G. Towel m/s .....25dozens etc.</p>
4.	IFB. NO.LACE/SBA/RFQ/001/15/16	Printing & binding	<p>This contract package is intended to procure the following:</p> <p>a. Bidding documents</p> <p>b. Project profile documents</p> <p>c. Project implementation magazines</p> <p>d. LACE/Annual Report etc.</p>
5.	IFB. NO.LACE/SBA/RFQ/002/15/16	Publication	This line item is funded from the budget line printing and binding publication services which include radio talk show, radio announcement , annual report, bidding document .etc.
6.			





7.	IFB. NO.LACE/SBA/NCB/002/15/16	Facility Expansion (Gebrator Public School)	This contract package is funded from the budget line for Facility Expansion (Gebrator Public School), which is intended to renovate the Gebrator Public School Building situated in Clara Town that is currently being used by students in various communities on the Bushrod Island.
8.	IFB. NO.LACE/SBA/NCB/001/15/16	<b>LACE/</b> Margibi Satellite Station	This contract package is funded from the budget line for Margibi Satellite Station, which is intended to construct the Margibi Satellite Station situated in Margibi County that will be used by various communities on the County.
9.	IFB NO.LACE/NCB/004/15/16	Repair Maintenance Vehicles	This contract package is intended to repair/service LACE vehicles. 1. RL .....4201 2. RL .....4202 3. RL .....4202 4. NG .....1896 5. NG .....2364 6. NG .....264 7. NG.....1193 8. LACE/Central Office Generators 9. LACE/Field Offices Generators
10.	IFB. NO.LACE/SBA/RFQ/004/15/16	Starch Card	This line item is funded from the budget line Utilities, internet service, water, electricity telephone and fax which is intended to procure scratch cards or facilitate internet. The purchasing of scratch cards is done on a monthly basis.
11.	<b>RFP NO.LACE/LCS/001/15/16</b>	Consultancy Services	This contract package is intended to hire accounting services for the entity.
12.	IFB NO.LACE/RFQ//006/15/16	Renovation	This contract package is funded from the budget line facility maintenance and renovation which is intended to renovate the entity building (former Ministry of Finance Building) which is currently hosting LACE.
13.	IFB NO.LACE/NCB/003/15/16	Generator Maintenance	This contract package is funded from the budget line Generator Maintenance and Spare Parts which is used to procure spare parts for the entity generator, including field offices.
14.	IFB. NO.LACE/SBA/RFQ/005/16/16	Advertisement	This contract package is intended to advertise print material which consultancy services, projects' bidding documents etc.
15.	IFB. NO.LACE/RFQ/007/15//16	Vehicle Insurance	This contract package is funded from the budget line vehicle insurance which is intended to insure the entity vehicle.
16.	IFB. NO.LACE/NCB/006/15/16	Vehicles (Jeep 4X4)	This contract package is intended to procure five (5) vehicles for field offices, Maryland Technical University, and LACE's staff use.

