

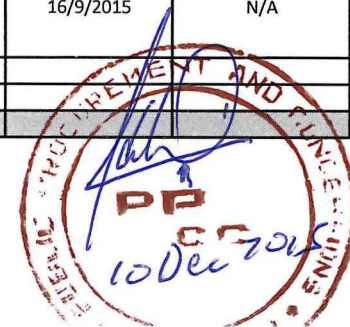
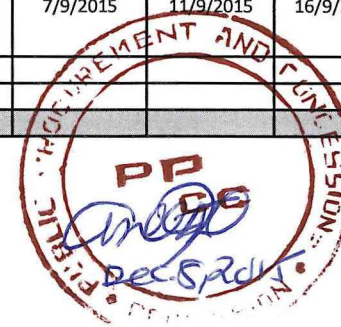
Liberia Extractive Industries Transparency Initiative (LEITI)

Procurement Plan (Core Budget)

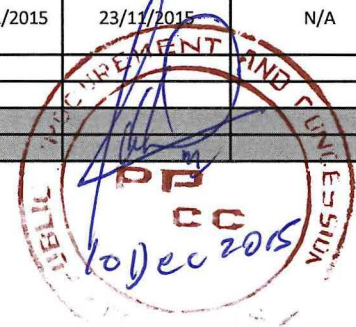
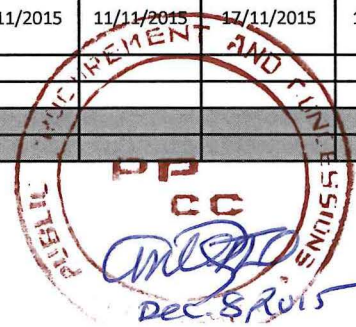
Source of Funding: GoL National Budget

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
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	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	1	IFB No.LEITI/SS/001/15/16	Scratch Cards	J6120	Assorted	\$12,660	SS	30/6/2015	7/7/2015	14/7/2015	N/A	14/8/2015	21/8/2015	28/8/2015	28/8/2015	N/A	30/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No.LEITI/RFQ/001/15/16	Wireless Internet	J6120	1 Firm	\$6,000	RFQ	19/10/15	21/10/2015	28/10/2015	30/10/2015	13/11/2015	17/11/2015	23/11/2015	23/11/2015	N/A	30/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No.LEITI/RFQ/002/15/16	Website Hosting	J6311	1 Firm	\$1,000	RFQ	20/10/2015	22/10/2015	28/10/2015	29/10/2015	9/11/2015	13/11/2015	19/11/2015	19/11/2015	N/A	28/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No.LEITI/RFQ/003/15/16	Postage	H5310	1 firm	\$345	RFQ	22/10/2015	26/10/2015	30/10/2015	3/11/2015	16/11/2015	19/11/2015	25/11/2015	25/11/2015	N/A	29/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No.LEITI/RFQ/004/15/16	Repairs & Maintenance - Vehicles	G4520	4	\$5,004	RFQ	28/7/2015	4/8/2015	11/8/2015	18/8/2015	31/8/2015	4/9/2015	7/9/2015	7/9/2015	N/A	20/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No.LEITI/RFQ/005/15/16	Repairs & Maintenance - ICT Materials *	S9511	Assorted	\$4,800	RFQ	4/8/2015	11/8/2015	17/8/2015	25/8/2015	7/9/2015	11/9/2015	16/9/2015	16/9/2015	N/A	26/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
Subtotal						\$29,809												



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
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PLANNED	7	IFB No./LEITI/RFQ/006/15/16	Repairs & Maintenance - Motor Cycle	G4540	1 firm	\$720	RFQ	5/8/2015	12/8/2015	19/8/2015	26/8/2015	16/9/2015	23/9/2015	30/9/2015	30/9/2015	N/A	30/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	8	IFB No./LEITI/NCB/001/15/16	Stationary	G4761	Assorted	\$11,780	NCB	30/6/2015	9/7/2015	16/7/2015	21/7/2015	14/8/2015	21/8/2015	28/8/2015	28/8/2015	N/A	17/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	9	IFB No./LEITI/RB/001/15/16	Personnel Insurance	K6511	1 Firm	\$10,680	RB	10/11/2015	17/11/2015	24/11/2015	1/12/2015	8/12/2015	15/12/2015	22/12/2015	22/12/2015	N/A	26/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	10	IFB No./LEITI/RFQ/007/15/16	Vehicle Insurance	K6512	1 Firm	\$5,243.00	RFQ	19/11/2015	23/11/2015	23/11/2015	30/11/2015	14/12/2015	18/12/2015	24/12/2015	24/12/2015	N/A	27/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	11	IFB No./LEITI/RFQ/008/15/16	Cleaning Materials	G4773	Assorted	\$2,760.00	RFQ	24/11/2015	1/12/2015	7/12/2015	11/12/2015	28/12/2015	31/12/2015	7/1/2016	7/1/2016	N/A	30/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	12	IFB No./LEITI/RFQ/009/15/16	Computer Supplies	G4741	3	\$3,000.00	RFQ	30/11/2015	4/12/2015	10/12/2015	15/12/2015	30/12/15	6/1/2016	12/1/2016	12/1/2016	N/A	25/1/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	13	IFB No./LEITI/RFQ/010/15/16	Vehicle Rental	M7710	1	\$2,000.00	RFQ	2/11/2015	4/11/2015	9/11/2015	11/11/2015	17/11/2015	19/11/2015	23/11/2015	23/11/2015	N/A	4/1/2016	30/6/2016
UPDATE																		
ACTUAL																		
Subtotal						\$36,183.00												

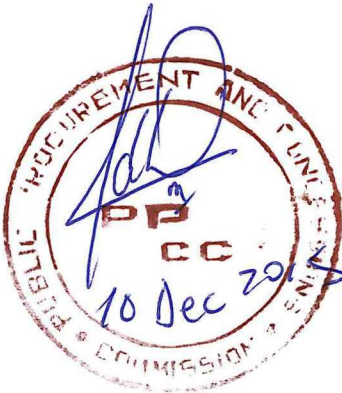


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PLANNED	14	IFB No./LEITI/RFQ/002/15/16	Air Ticket	N7911	1 Firm	\$17,960	NCB	5/11/2015	10/11/2015	16/11/2015	17/11/2015	24/11/2015	26/11/2015	30/11/2015	30/11/2015	N/A	30/6/2016	30/6/2016
UPDATE																		
ACTUAL																		
PLANNED	15	IFB No./LEITI/RFQ/011/15/16	Hall Rental	I6810	1 firm	\$500.00	RFQ	1/12/2015	3/12/2015	7/12/2015	8/12/2015	15/12/2015	17/12/2015	21/12/2015	21/12/2015	N/A	30/6/2016	30/12/2016
UPDATE																		
ACTUAL																		
SUB TOTAL						\$ 18,460												
GRAND TOTAL						\$84,452												

Prepared By: 
Myer W. Saye, Sr.
HEAD OF PROCUREMENT UNIT

Approved By: 
Konah D. Karmo
CHAIRMAN PROCUREMENT COMMITTEE

Date: Nov 10, 2015

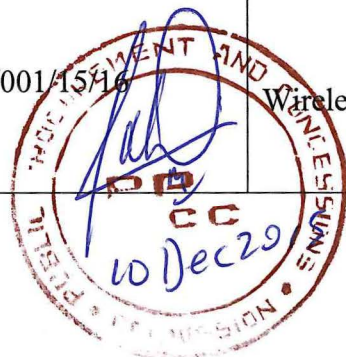


Name of Entity: Liberia Extractive Industries Transparency Initiative (LEITI)

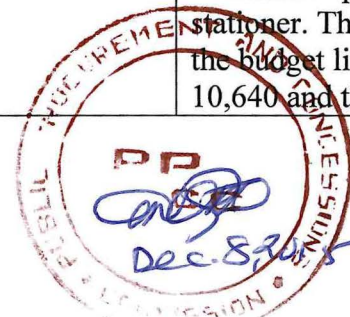
Procurement Plan (Core) Explanatory Notes

Fiscal Year: 2015/2016

Item No.	Contract Package Code	Content of Contract Package	Content of Contract Package
1.	IFB No.LEITI/SS/001/15/16	Telecommunications(Scratch cards)	<p>This contract package will be implemented on a lot to lot basis.</p> <p>Scratch Card -12,660.00 – This item will be funded from the budget line Telecommunications, Postage, Wireless Internet & Website Hosting. The reason for the increase in the budget line is that the total amount for the purchase of scratch cards for the provision of internet modems was added to scratch cards.</p> <p>Lot 1: Purchase of Lonestar and Cellcom scratch cards for employees' phones and internet modems recharge: Cellcom 7,410 .00@\$5.00 & Lonestar 5,250.00@ \$5.00. The reason for single sourcing is that our staffs use only Cellcom and Lonestar phones and internet modems.</p>
2.	FB No.LEITI/RFQ/001/15/16	Wireless Internet	<p>Wireless Internet- This item will be funded from the budget line Telecommunications, Postage, Wireless Internet & Website Hosting. It is intended to pay for the provision of wireless internet subscription</p>



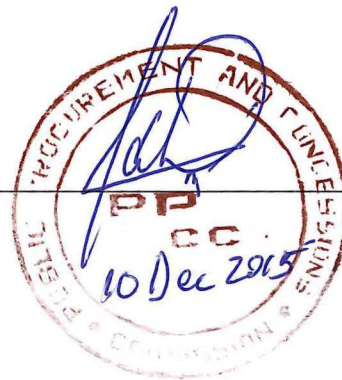
3.	FB No.LEITI/RFQ/002/15/16	Website Hosting	Website Hosting- This item will be funded from the budget line Telecommunications, Postage, Wireless Internet & Website Hosting, its intended to pay for the provision of website Hosting
4.	FB No.LEITI/RFQ/003/15/16	Postage	Postage- This item will be funded from the budget line Telecommunications, Postage, Wireless Internet & Website Hosting is intended to pay charges for mails sent outside of Liberia.
5.	IFB No.LEITI/RFQ/001/15/16	Repairs & Maintenance - Vehicles	Include the preventive and curative maintenance of four vehicles
6.	IFB No.LEITI/RFQ/002/15/16	Repairs & Maintenance - ICT Materials	Include the preventive and curative maintenance of laptops, desktop computers, printers and other ICT Equipment
7.	IFB No.LEITI/RFQ/003/15/16	Repairs & Maintenance - Motor Cycle	Include the preventive and curative maintenance of one (1) motor cycle
8.	IFB No.LEITI/NCB/001/15/16	Stationery	This Contract package will be funded from the budget line Stationery Supply and Workshop conference & symposia is intended to procure the following stationer. The total amount from the from the budget line Stationery supplies is 10,640 and the total amount Workshop



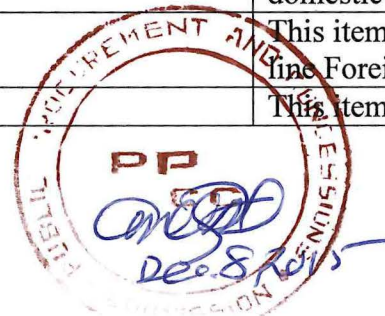
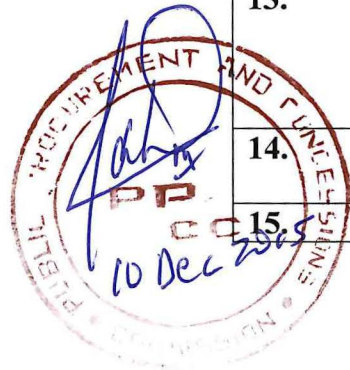
			conference & symposia is 1,140.00
			<div> <div>4 Paper</div> <div>65 ctn</div> </div> <div> <div>Legal Sheet</div> <div>5 ctn</div> </div> <div> <div>Paper clip s/s</div> <div>15 pks</div> </div> <div> <div>Paper Clip m/s</div> <div>15 pks</div> </div> <div> <div>Paper Clip l/s</div> <div>15 pks</div> </div> <div> <div>Staple pin remover</div> <div>2 dozen</div> </div> <div> <div>Ball pen Mix Color</div> <div>15 pks</div> </div> <div> <div>Signature Pen</div> <div>5 pks</div> </div> <div> <div>Paper glue</div> <div>5 dozen</div> </div> <div> <div>Staple Machine</div> <div>S/S 20 pcs</div> </div> <div> <div>Staple Machine</div> <div>M/S-20 pcs</div> </div> <div> <div>Staple Machine</div> <div>L/S-20 pcs</div> </div> <div> <div>Staple Pin S/S</div> <div>1 ctn</div> </div> <div> <div>Staple Pin M/S</div> <div>1 Ctn</div> </div> <div> <div>Stale Pin L/S</div> <div>1ctn</div> </div> <div> <div>Brown Envelop</div> <div>S/S-1 ctn</div> </div> <div> <div>Brown Envelop A4 Size</div> <div>8Ctn</div> </div> <div> <div>Brown Envelop L/S</div> <div>3 ctn</div> </div> <div> <div>Hanging folder L/s</div> <div>20 ctn</div> </div> <div> <div>Stick on pad m/s,</div> <div>1 ctn</div> </div> <div> <div>Stick on pad l/s</div> <div>2 ctn</div> </div> <div> <div>Steno pad</div> <div>4 ctn</div> </div> <div> <div>Manila folder A4 Size</div> <div>5 ctn</div> </div> <div> <div>Manila folder Legal</div> <div>4 ctn</div> </div> <div> <div>Plain white envelope</div> <div>5 box</div> </div> <div> <div>Correction fluid</div> <div>8 dozen</div> </div> <div> <div>Box file</div> <div>7 ctn</div> </div> <div> <div>Binding Clip s/s</div> <div>10 box</div> </div> <div> <div>Binding Clip m/s</div> <div>10 box</div> </div>



			Binding Clip L/s 10 box Scotch tape L/S 1 Ctn HP LaserJet M4555 14 pcs Scourge protector 12 hole-15 PCS HP laserjet cart 1215 15 sets Canon cartridge 2016 10 pcs Scissor L/S 1 box Scissor M/S 1 box Scissor S/S, 1 box HP Laser jet 90A 30 pcs Flip Chart pad 4 ctn Markers 10 pks Wall Clock 10 pcs High Lighter 1 ctn Desk Organizer 20 pcs Perforator L/S 15 pcs Perforator M/S 15 pcs Perforator S/S 20 pcs
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9.	IFB No/LEITI/RB/003/15/16	Personnel Insurance	This contract package is intended to hire an Insurance Firm to provide comprehensive medical coverage for employees.
10.	IFB No/LEITI/RFQ/005/15/16	Vehicle Insurance	This contract package is intended to hire an Insurance Firm to provide comprehensive vehicle insurance for four (4) vehicles
11.	IFB No/LEITI/RFQ/006/15/16	Cleaning Materials and Service	This contract package is intended to procure the following items: A. Detol-3 cartoon Soap-3 Cartoon, Chlora-4 Cartoon, Hand Soap 5 Cartoon, Hand Sanitizer 4 Cartoon, weekly water purchase, etc.
12.	IFB No./LEITI/RFQ/008/15/16	Computer Supplies	Purchase of three desk top to facilitate work.
13.	IFB No./LEITI/RFQ/012/15/16	Vehicle Rental	This item will be funded from the budget line Domestic Travel. The total amount of allocated for vehicle rental under domestic travel is 2,000.00
14.	IFB No./LEITI/RFQ/002/15/16	Air Ticket	This item will be funded from the budget line Foreign Travel.
	IFB No./LEITI/RFQ/013/15/16	Hall Rental	This item will be funded from the budget



			line Workshop conference & symposia. The total cost allocated for Hall Rental is 500.00
16		Staff Training Local is intended to pay tuition for staff capacity building locally/ Staff training foreign is intended to pay tuition to build staff capacity outside of Liberia.	The total amount allocated for staff local training on the budget line is 5,874.00 and the total amount allocated for staff training foreign on the budget line is 36.000.00

Prepared By: _____

Myer W. Saye, Sr.
Procurement Director

Date: _____

Dec 2, 2015

