

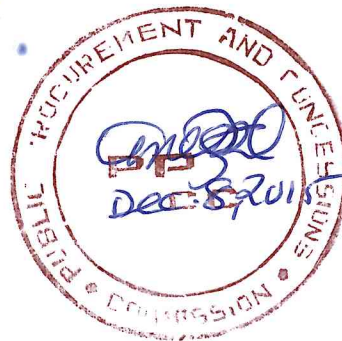
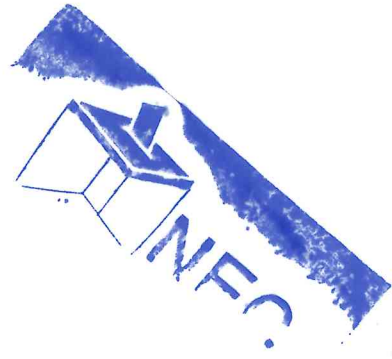
**National Elections Commission**  
**Procurement Plan (SBA Core Budget)**  
**Source of Funding: 2015-2016 National Budget**  
**Fiscal year: July 1, 2015 – June 30, 2016**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES											REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	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	IFBNo. NEC/SBA/NCB/001/15/16	Workshop, Conference and Seminars (Catering Service)	I5621	Assorted	20,000.00	NCB	5/25/15	6/1/15	6/8/15	6/15/15	7/13/15	7/27/15	8/3/15	8/31/15	N/A	9/28/15	6/22/16	
UPDATE																			
ACTUAL																			
PLANNED	2	IFBNo. NEC/SBA/NCB/002/15/16	Advertising and Public Relations	J5819	Assorted	14,666.00	NCB	5/25/15	6/1/15	6/8/15	6/15/15	7/13/15	7/27/15	8/3/15	8/31/15	N/A	9/28/15	6/22/16	
UPDATE																			
ACTUAL																			
PLANNED	3	IFBNo. NEC/SBA/RB/001/15/16	Fuel & Lubricants—Vehicles/Generators	G4661	60,899.99 Gallons	213,150.00	RB	4/29/15	5/20/15	6/3/15	6/10/15	7/8/15	7/22/15	8/5/15	9/2/15	N/A	6/10/16	6/30/16	
UPDATE																			
ACTUAL																			
GRAND TOTAL						US\$247,816.00													



## Notes to Procurement Plan

NO.	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1.	IFBNo. NEC/SBA/NCB/001/15/16-Workshop, Conference, Seminars	The National Elections Commission decided to hold four (4) workshops for this item during the budget year 2015/2016. One regional and three in Monrovia. It will also be used for hall rental outside of Monrovia and for catering services.
2.	IFBNo. NEC/SBA/NCB/002/15/16-Advertising and Public Relations	This procurement will be used to inform the public as it relates to the NEC activities, publication of procurement activities in newspapers, do jingles, etc.
3.	IFBNO. NEC/SBA/RB/001/15/16-Fuel and Lubricants – Vehicles/Generators	This line item will be used for the procurement of fuel and gasoline for all NEC vehicles and generators for its operations. 185.71 gallons of gasoline and fuel will be used for domestic means of travel, when staffs and Commissioners of the Commission leave Monrovia to undertake assignments in other counties. A unit cost of US\$3.50 was used to derive at the quantity indicated in the plan. The Restricted Bidding method of procurement is proposed here whereby all capable suppliers of petroleum products will be invited to bid. Note: The approved fuel and lubricant budget is U.S\$212,500.00. However, an additional U.S\$650.00 has been added from the Domestic Means of Travel line to provide additional fuel.



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**Director of Procurement**

Date 08/10/2015



Approved by: *Jerome George Korkoya*  
**Jerome George Korkoya, JD**  
**Chairman-BOC/Chairman-Procurement Committee**

Date: 10-08-15

