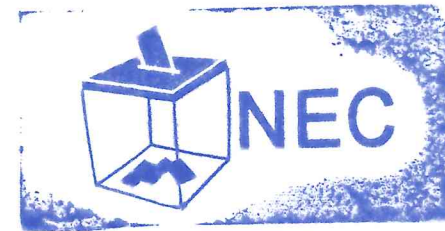
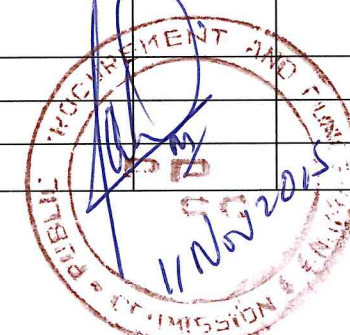


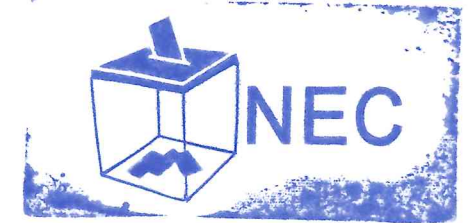
National Elections Commission
Procurement Plan (Project Budget)
Source of Funding: GOL National Budget 2015/2016
Project: Lofa County District Number Two By-Election



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	PACKAGE NUMBER (CODE)	BASIC DATA					IMPLEMENTATION DATES										
			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	IFB No. NEC/LBE/SS/001/15/16	Repairs and maintenance-vehicles	G4530/G4520	16 vehicles	12,250.00	SS	9/15/15	N/A	10/20/15	N/A	N/A	N/A	N/A	12/22/15	N/A	1/5/16	2/2/16
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. NEC/LBE/Rfq/001/15/16	Scratch cards (Telecommunications, Internet, Postage)	J6110	273 Pcs	1,365.00	RFQ	9/28/15	10/12/15	10/19/15	10/26/15	11/2/15	11/9/15	11/16/15	11/23/15	N/A	11/30/15	12/4/15
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. NEC/LBE/Rfq/002/15/16	Internet Services (Telecommunications, Internet, Postage)	J6110	1 Firm	4,000.00	RFQ	9/28/15	10/12/15	10/19/15	10/26/15	11/2/15	11/9/15	11/16/15	11/23/15	N/A	11/30/15	12/4/15
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. NEC/LBE/Rfq/003/15/16	Repairs and Maintenance-Generators	C3314	4	1440.00	RFQ	9/30/15	10/14/15	10/21/15	10/28/15	11/4/15	11/18/15	11/25/15	12/2/15	N/A	12/9/15	12/23/15
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No. NEC/LBE/Rfq/004/15/16	Computer Supplies & ICT Services	G4741	Assorted	1,200.00	RFQ	9/29/15	10/12/15	10/19/15	10/26/15	11/2/15	11/9/15	11/23/15	12/7/15	N/A	12/14/15	12/28/15
UPDATE																		
ACTUAL																		
Sub Total						20,255.00												



National Elections Commission
Procurement Plan (Project Budget)
Source of Funding: GOL National Budget 2015/2016
Project: Lofa County District Number Two By-Election



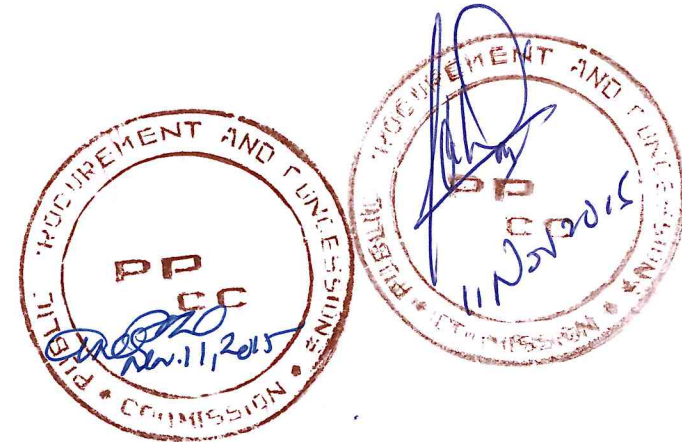
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	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	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	6	IFB No. NEC/LBE /RFQ/005/15/16	Stationery	G4761	Assorted	9,951.30	RFQ	9/28/15	10/12/15	10/19/15	10/26/15	11/2/15	11/9/15	11/16/15	11/23/15	N/A	11/30/15	12/4/15
UPDATE																		
ACTUAL																		
PLANNED	7	IFB No. NEC/LBE/RB /001/15/16	Elections –Ballot Papers	C1811	41,250.11	23,718..82	RB	9/15/15	10/6/15	10/20/15	11/2/15	11/16/15	11/23/15	11/30/15	12/7/15	N/A	12/21/15	12/31/15
UPDATE																		
ACTUAL																		
PLANNED	8	IFB No. NEC/ LBE /NCB/001/15 /16	Printing and Binding	C1811	Assorted	31,527.50	NCB	9/16/15	10/7/15	10/21/15	11/2/15	11/16/15	11/23/15	11/30/15	12/7/15	N/A	12/21/15	12/28/15
UPDATE																		
ACTUAL																		
PLANNED	9	IFB No. NEC/ LBE/ RFQ/006/15/16	Foreign Means of Travel (Air Tickets)	N7911	1 trip/3 Persons	3,750.00	RFQ	9/30/15	10/14/15	10/21/15	10/28/15	11/4/15	11/18/15	11/25/15	12/2/15	N/A	12/9/15	12/23/15
UPDATE																		
ACTUAL																		
Sub TOTAL						US\$ 68,947.62												



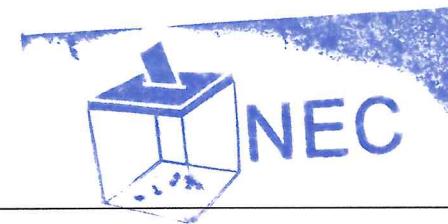
National Elections Commission
Procurement Plan (Project Budget)
Source of Funding: GOL National Budget 2015/2016

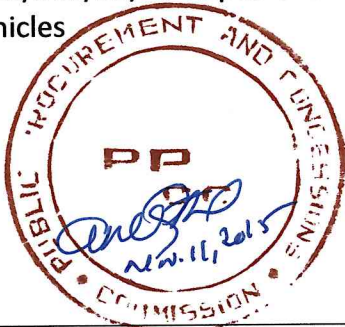

Project: Lofa County District Number Two By-Election

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	PACKAGE NUMBER (CODE)	BASIC DATA					IMPLEMENTATION DATES										
			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	10	IFB No. NEC/LBE /RFQ/007/15/16	Repairs & Maintenance, Machinery, Equipment	C3312	84 Pcs	4,740.00	RFQ	9/29/15	10/12/15	10/19/15	10/26/15	11/2/15	11/9/15	11/23/15	12/7/15	N/A	12/14/15	12/28/15
UPDATE																		
ACTUAL																		
Grand Total						93,942.62												

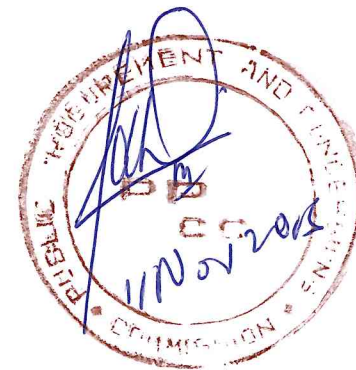
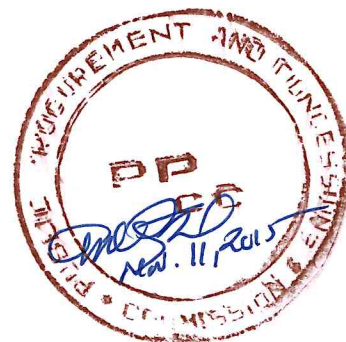
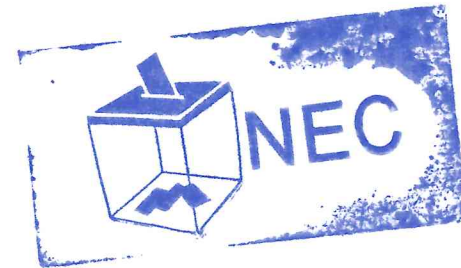



Notes to Procurement Plan




NO.	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1.	IFB No. NEC/LBE/ SS/001/15/16-Repair and Maintenance - Vehicles 	To procure various spare parts for the Commission for the Lofa County District Number two By Election for 16 vehicles based on needs and to obtain those parts that are needed on a routine basis such as fuel filters, air filters, hydraulic arm seal, hydraulic oil, brake fluid, battery, pressure plate, clutch disc, tires, release bearing, universal joint brake pad, differential oil, horns, gear oil, spark plugs, water separate filter, master cylinder, priming pump, etc. Also, the procurement of lubricants for the vehicles will be done from this contract package. Note: our mechanics are available to install the parts and do the repairs unless there are major faults and the need for an external garage/technical expertise arises. The NEC wishes to use the Sole Source Method of procurement in sole sourcing Bashir Business Center for this procurement. Bashir Business Center is the most responsive bidder who was selected through a National Competitive Bidding process under the NEC Recurrent Budget 2015/2016 Procurement Plan. In order for the NEC to meet up with the December 29, 2015 By-Election day indicated on the time line, the NEC request the Commission approval for the use of the above method.
2.	IFB No. NEC/LBE/ RFQ/001/15/16-Scratch Cards (Telecommunications, Internet, Postage and Courier)	This line item will be used for the procurement of two hundred seventy three pieces of scratch cards at the unit price of US\$5.00 totaling about of US\$1,365.00. This contract package will be funded from the budget line Telecommunications, Internet, Postage and Courier.
3.	IFB No. NEC/LBE/ RFQ/002/15/16-Internet Services (Telecommunications, Internet, Postage and Courier)	This line item will be used to hire a firm for the provision of internet services for the total about of US\$4,000.00. This contract package will be funded from the budget line Telecommunications, Internet, Postage and Courier.
4.	IFB No. NEC/LBE/RFQ/003/15/16-Repair and Maintenance - Generators	To procure various spare parts based on needs for generators for use during the Lofa County District Number two By Election Examples: as fuel filters, air filters, etc. Also, the procurement of lubricants for the generators will be done from this contract package. Note: our mechanics are available to install the parts and do the repairs unless there are major faults and the need for an external garage/technical expertise arises.
5.	IFB No. NEC/LBE/RFQ/004/15/16-Computer Supplies & ICT Services	Funds will be used for the procurement of computers; printers, eight hundred (800) GB server and other ICT related infrastructure to enable the NEC effectively perform its duties.
6.	IFB No. NEC/LBE /RFQ/005/15/16-Stationery	Purchase of assorted stationery materials for the NEC. Items to be procured include: A4 sheets-100 cartons, Legal paper-20 cartons, Royal Executive Bond-5 ream, A3 sheets-2 ream, Executive Ball Pens-10 boxes, Manila folder-10 boxes, Staple pins-5 boxes, Calculator-10 pieces, Stick on pads -5 boxes, Highlighter -3 boxes, Brown envelope-10 cartons, Stapler -10 pieces , Marker-20 boxes, Handling folder-20 boxes, 05A Ink- 20 pieces, 35A Ink-15, Computer cartridges, note pads-20 Boxes, etc.
7.	IFB No. NEC/LBE /RB/001/15/16-Elections-Ballot Papers	This will be used to print the Representative Ballot Papers for the Lofa County District Number Two (2) By-elections. The total of forty one thousand two hundred fifty/eleven pieces of ballot papers will be printed at the unit cost of U.S\$0.50 and Three Thousand Ninety Three United States Dollars, Seventy Six Cents (U.S.\$3,093.76) will be used for shipment.
8.	IFB No. NEC/LBE /NCB/002/15/16-Printing and Binding 	This will be used for the Printing & binding of posters, stickers, Civic Education, Training and Gender Materials, banner, posters (A3 & A4) t-shirt, caps, fliers (A3 & A4), record of the count (NCR), record of the seal, presiding officer work sheet, forms, maps, flyers, motivational & informational posters, staff ID Cards, training booklets, oath of Office Forms, record of seal forms, complaint

		forms(Election), materials transfer before and after polling forms (NCR) booklets, accreditation cards for observers, certificate, sign board, etc. In consonance with the PPCA Section 48, Subsection (5), the NEC wishes to request the Commission approval for the Reduction in the Lead Time of this Procurement. This will enable the NEC meets all time bound electoral printing for the December 29, 2015 Lofa County District Number Two By-Election.
9.	IFB No. NEC/LBE/RFQ/006/15/16- Foreign Means of Travel (Air Tickets)	This contract package is intended to procure round trip tickets for three persons.
10.	IFB No. NEC/LBE /RFQ/007/15/16- Repairs & Maintenance, Machinery, Equipment	This line item will be used for the procurement of 60 pieces of 12volt batteries at the unit price of U.S\$75.00 and 24 pieces of camera batteries at US\$10.00 which will be used for the Lofa County District Number Two By-Election.



Prepared by: 
Atty. J. Roseline Nagbe-Kowo
Director/Procurement Unit

Date: 10/20/2015

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

Date: 10-21-15

