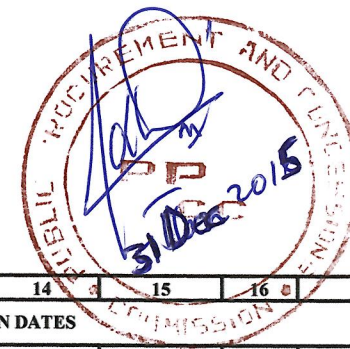


**INDEPENDENT NATIONAL COMMISSION ON HUMAN RIGHTS**  
Procurement Plan (SBA Core Budget)  
GOL National Budget  
Fiscal Year: 2015 - 2016



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
1	BASIC DATA							IMPLEMENTATION DATES											
	IT EM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCU REMEN T METHO	TECHNICA L SPECS/BOQ /DRAWING	PREP. OF BID DOCUME NT	PC APPROVA L - BID DOC/TEC	BID INVITATI ON & RELEASE	BID SUBMISSI ON/PUBLI C	SUBMISSIO N OF BID EVALUATI ON	PC APPROVAL BID EVALUATI	CONTRACT AWARD & SIGNING	ADVAN CE PAYME NT	DELIVERY, INSPECTION (SUBSTANTIA L)	ACCEPTANC E & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No. INCHR/SBA/RB/001/15-16	Fuel & Lubricants (Generator & Vehicles)	G4661	4061	13,036.00	RB	6/2/2015	6/9/2015	6/16/2015	8/14/2015	9/14/2014	9/21/2015	9/30/2015	10/5/2015	N/A	6/30/2016	6/30/2016	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No. INCHR/SBA/RFQ/001/15-16	Repairs and Maintenance (Civil)	F4390	1 Building	3,000.00	RFQ	6/5/2015	6/12/2015	6/19/2015	8/21/2015	9/8/2015	9/16/2015	9/21/2015	10/5/2015	N/A	6/30/2016	6/30/2016	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. INCHR/SBA/RFQ/002/15-16	Refuse Collection	E3811	1	1,200.00	RFQ	6/5/2015	6/12/2015	6/19/2015	8/21/2015	9/8/2015	9/16/2015	9/21/2015	10/5/2015	N/A	6/30/2016	6/30/2016	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB No. INCHR/SBA/RFQ/003/15-16	Food & Catering Services	I5621	Assorted	2,400.00	RFQ	6/5/2015	6/12/2015	6/19/2015	8/21/2015	9/8/2015	9/16/2015	9/21/2015	10/5/2015	N/A	6/30/2016	6/30/2016	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No. INCHR/SBA/SS/001/15-16	Office Building Rental and Lease	L6810	1	75,000.00	SS	6/5/2015	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/1/2015	11/1/2015	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB No. INCHR/SBA/RFQ/004/15-16	Vehicle Rental	N7710	Assorted	2,000.00	RFQ	6/5/2015	6/12/2015	6/19/2015	8/21/2015	9/8/2015	9/16/2015	9/21/2015	10/5/2015	N/A	6/30/2016	6/30/2016	
UPDATE																			
ACTUAL																			
GRAND TOTAL						96,636.00													

Signed: Rebecca B. Kiawoin  
Rebecca B. Kiawoin  
Procurement Officer

Date: 12/24/15



DEPUTY CHAIRMAN  
INCHR

Approved: Gladys K. Johnson  
Justice Gladys K. Johnson  
Chairperson/Procurement Committee Chair



**INDEPENDENT NATIONAL COMMISSION ON HUMAN RIGHTS**

Procurement Plan

Core Budget

Fiscal Period: 2015 - 2016

No	Description	Explanatory note
1	Fuel & Lubricants (Generator & Vehicles)	cost of purchasing 4061 gallons @ \$3.21 based on the approved LPRC and MOC price for vehicles and generators
2	Stationery & Supplies	refers to the purchase of assorted stationery and supplies including paper, printer cartridges, notepads, ball point pens, etc.
3	Cleaning Materials	cost of purchasing assorted household cleaning materials such as bleach, soaps, disfectants, paper towels, brooms etc to clean bathrooms and offices.
4	Repairs and Maintenance (Civil)	cost of repairing and maintaining 1 (one) office building.
5	Repairs and Maintenance (Vehicles)	refers to the cost of hiring a mechanical garage for the preventive and corrective maintenance of all INCHR vehicles.
6	Repair and Maintenance (Generator)	refers to the cost of maintainin 1 (one) generator assigned to the INCHR.
7	Telecommunications and Internet	cost of scratch cards and wireless internet service.
8	Refuse Collection	refers to the cost of garbage collection and fumigation services.
9	Food & Catering Services	cost of food and beverages for workshops, seminars and conferences. The Commission intends to use funds from the budget line "Workshops, Conferences and Symposia" for the implementation of this contract package.
10	Office Building Rental and Lease	refers to the cost of leasing 1 (one) office building as main office of the INCHR.

		Explanatory Note for other budgetlines item that are not included in the Procurement Plan
2	Vehicle rental	cost of vehicle rental for domestic travel taken from the budget line "Domestic means of Travel"
4	Consultancy	refers to the payment of salary and wages for 3 consultants providing professional services to the INCHR for 5 months.
5	Water and sewage	refers to sourcing Liberia Water and Sewer Corporation to supply water to the INCHR.

Signed:

*RBK Krawon*

Procurement Officer

OFFICE  
CHAIRMAN  
INCHR

