



Committee

Approved by: Gladys K. Johnson
Head of Entity/Chairman Proc. Committee

R Date: 12/24/15

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

