



Liberia Copyright Office (LCO)
PROCUREMENT PLAN (SBA Core budget)
Source of Funding: GOL
Fiscal year: 2015/2016



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		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	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNED	1	IFB No. LCO/SBA/RFQ/001/15/16	Petroleum product	G- 4661	3.25 @ 658.76gallon	1820.00	RFQ	15/9/15	22/9/15	30/9/15	14/10/15	28/10/15	02/11/15	06/11/15	10/11/15	N/A	17/11/15	24/11/15
UPDATE		IFB No. LCO/SBA/RFQ/001/15/16	Petroleum product	G- 4661	3.25@494.15 gallons	1,285.00	RFQ	15/9/15	22/9/15	30/9/15	14/10/15	28/10/15	02/11/15	06/11/15	10/11/15	N/A	17/11/15	24/11/15
ACTUAL																		
PLANNED	2	IFB No. LCO/SBA/RFQ/002/15/16	Stationary	G -4761	Assorted	600.00	RFQ	15/9/15	22/9/15	30/9/15	14/10/15	28/10/15	02/11/15	06/11/15	10/11/15	N/A	17/11/15	24/11/15
UPDATE		IFB No. LCO/SBA/RFQ/002/15/16	Stationary	G -4761	Assorted	300.00	RFQ	15/9/15	22/9/15	30/9/15	14/10/15	28/10/15	02/11/15	06/11/15	10/11/15	N/A	17/11/15	24/11/15
ACTUAL																		
PLANNED	3	IFB No. LCO/SBA/RFQ/003/15/16	(Scratch Card)	J-6209	Assorted	600.00	RFQ	15/9/15	22/9/15	30/9/15	14/10/15	28/10/15	02/11/15	06/11/15	10/11/15	N/A	17/11/15	24/11/15
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. LCO/SBA/RFQ/004/15/16	Rep./ Maint/Veh	G-4520	Assorted	1,000.	RFQ	15/9/15	22/9/15	30/9/15	14/10/15	28/10/15	02/11/15	06/11/15	10/11/15	N/A	17/11/15	24/11/15
UPDATE																		
ACTUAL																		
UPDATE																		
ACTUAL																		
TOTAL PLANED:						4,020												
TOTAL UPDATE:						1,585												
Grand Total:						3,185.00												

Prepared by: Joseph K. Henah
Procurement Director

Approved by: [Signature]
Head of Entity/ Chairman Procurement Committee

Date: _____

Items NO	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT
1	IFB NO LCO/SBA/RFQ/001/ 15/16	Petroleum product	This contract package is intended to procure fuel for two vehicles: RL 575 & RL 2629 for LCO 2015/2016
2	IFB NO LCO/SBA/RFQ/002/15/16	Stationery package	This contract package is intended to procure the following stationery supply items: A. A4 Paper-----15 cartons 30@15=450 B. A4 Envelope-----15 packs 5@30=150
3	IFB NO LCO/SBA/RFQ/003/15/16	TELECOMMUNICATION	This contract package is intended to procure Telecommunication items A Modern 7@10=70.00 B Scratch card 5@106=530.00
4	IFB NO LCO/SBA/RFQ/004/15/16	Repair & maintains of vehicle	This package contains material cost and workmanship and service fees (Routine maintenance change oil, change fuel filter
5		Work shop /seminar	This package contains transportation allowance to participant excluding catering services and others procurable items.

SIGNED Joseph K. Henah

Head of Procurement /LCO

Approved [Signature]
Officer in charge / LCO

