


INDEPENDENT NATIONAL COMMISSION ON HUMAN RIGHTS
Draft Procurement Plan (Core Budget)
GOL National Budget
Fiscal Year: 2016 - 2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
1	BASIC DATA							IMPLEMENTATION DATES											
	ITEM NO.	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/TEC	BID INVITATION & RELEASE	BID SUBMISSION/PUBLIC	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No. INCHR/RFQ/001/16-17	Stationery & Supplies	G4761	Assorted	2,500.00	RFQ	29/4/2016	6/5/2016	13/5/2016	20/5/2016	3/6/2016	10/6/2016	17/6/2016	24/6/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No. INCHR/RFQ/002/16-17	Cleaning Materials	G4773	Assorted	700.00	RFQ	29/4/2016	6/5/2016	13/5/2016	20/5/2016	3/6/2016	10/6/2016	17/6/2016	24/6/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. INCHR/RFQ/003/16-17	Repairs and Maintenance (Vehicles)	G4520	1 garage	1,500.00	RFQ	29/4/2016	6/5/2016	13/5/2016	20/5/2016	3/6/2016	10/6/2016	17/6/2016	24/6/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB/ No. INCHRRFQ/004/16-17	Repair and Maintenance (Generator)	C3314	1 firm	1,500.00	RFQ	29/4/2016	6/5/2016	13/5/2016	20/5/2016	3/6/2016	10/6/2016	17/6/2016	24/6/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No. INCHR/RFQ/005/16-17	Scratch cards	J6120	600	3,000.00	RFQ	29/4/2016	6/5/2016	13/5/2016	20/5/2016	3/6/2016	10/6/2016	17/6/2016	24/6/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
GRAND TOTAL						9,200.00													

Signed: 
Rebecca B. Kiawoin
Procurement Officer

Date: 11/5/16/

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

14 Jul 2016

14 Jul 2016

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	EXPLANATORY NOTES
1	IFB No. INCHR/RFQ/001/16-17	Stationery & Supplies	refers to the purchase of assorted stationery and supplies including paper, printer cartridges, notepads, ball point pens, etc.
2	IFB No. INCHR/RFQ/002/16-17	Cleaning Materials	cost of purchasing assorted household cleaning materials such as bleach, soaps, disfectants, paper towels, brooms etc to clean bathrooms and offices.
3	IFB No. INCHR/RFQ/003/16-17	Repairs and Maintenance (Vehicles)	refers to the cost of hiring a mechanical garage for the preventive and corrective maintenance of three (3) INCHR vehicles.
4	IFB No. INCHR/RFQ/004/16-17	Repair and Maintenance (Generator)	refers to the cost of hiring one (1) firm to maintainin (1) one generator assigned to the INCHR.
5	IFB No. INCHR/RFQ/005/16-17	Scratch cards	cost of six hundred (600) pieces of scratch cards for communication and wireless internet service, taken from the budget line "Telecommunications and Internet"
6		Electricity	refers to the amount (\$6000.00 USD) to be expended for cost of electricity supply to the INCHR head office payable to the Liberia Electricity Corporation
7		Water and Sewage	refers to the amount of (\$800 USD)to be expended for the cost of water supply to the INCHR head office payable to the Liberia Water and Sewer Corporation
8		Commemorations and Celebrations	amount (\$800 USD) has been included under "vehicle rental" and "workshop, conferences and symposia". Cost of assorted items in preparation for various celebrations.

Rebecca B. Kiawoin

Rebecca B. Kiawoin/Procurement Officer

Date: *11/5/16*

Gladys K. Johnson
Justice Gladys K. Johnson/Chairperson/Procurement Committee Chairperson



14 July 2016

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JUL 14, 2016