

MINISTRY OF STATE FOR PRESIDENTIAL AFFAIRS
PROCUREMENT PLAN (CORE)
SOURCE OF FUNDING (GOL)
FISCAL YEAR 2016/2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17		
		BASIC DATA						IMPLEMENTATION DATES										
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGES	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/B OQ/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 & SIGNATURES	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNED	1	IFB NO.MOS/NCB/001/16/17	GENERAL STATIONERIES	G-4761	ASSORTED	\$ 107,480.00	NCB	7/1/2016	7/8/2016	7/15/2016	7/22/2016	8/19/2016	8/26/2016	9/2/2016	9/16/2016	N/A	5/31/2017	6/30/2017
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO.MOS/SS/001/16/17	REPAIR & MAINTENANCE - PRESIDENTIAL VEH	G-4520	ASSORTED	\$ 120,000.00	SS	7/18/2016	7/25/2016	8/1/2016	N/A	N/A	N/A	8/8/2016	8/22/2016	N/A	6/15/2017	6/30/2017
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO.MOS/SS/002/16/17	PRESIDENTIAL STATIONERY	G-4761	Assorted	\$ 20,000.00	SS	7/19/2016	7/26/2016	8/2/2016	N/A	N/A	N/A	8/9/2016	8/23/2016	N/A	3/31/2017	4/28/2017
UPDATE																		
ACTUAL																		
PLANNED	4	IFB NO. MOS/NCB/002/16/17	GENERAL REPAIR & MAINTENANCE VEHICLE	G-4520/4530	27Cars	\$ 110,107.00	NCB	7/4/2016	7/11/2016	7/18/2016	7/25/2016	8/22/2016	8/29/2016	9/5/2016	9/19/2016	N/A	6/15/2017	6/30/2017
UPDATE																		
ACTUAL																		
PLANNED	5	IFB NO.MOS/RB/001/16/17	PETROLEUM PRODUCTS	G-4661	466,603gals	\$ 1,437,140.00	RB	7/6/2016	7/13/2016	7/20/2016	7/27/2016	8/25/2016	9/1/2016	9/8/2016	9/22/2016	N/A	6/15/2017	6/30/2017
UPDATE																		
ACTUAL																		
PLANNED	6	IFB NO. MOS/NCB/003/16/17	REPAIR & MAINT, MACH, EQUIP & FURNITURE	S-9524/C-3314	ASSORTED	\$ 80,000.00	NCB	7/8/2016	7/15/2016	7/22/2016	7/29/2016	8/26/2016	9/2/2016	9/9/2016	9/23/2016	N/A	6/15/2017	6/30/2017
UPDATE																		
ACTUAL																		
PLANNED	7	IFB NO.MOS/NCB/004/16/17	Computer Supplies & ICT EQUIPMENT	G-4741/4651	Assorted	\$ 80,000.00	NCB	7/11/2016	7/18/2016	7/25/2016	8/1/2016	8/29/2016	9/5/2016	9/12/2016	9/26/2016	N/A	3/31/2017	4/28/2017
UPDATE																		
ACTUAL																		
PLANNED	8	IFB NO. MOS/NCB/005/16/17	GENERATOR	G-4659	1	\$ 40,000.00	NCB	7/13/2016	7/20/2016	7/27/2016	8/3/2016	8/31/2016	9/7/2016	9/14/2016	9/28/2016	N/A	3/31/2017	4/28/2017
UPDATE																		
ACTUAL																		
PLANNED	9	IFB NO.MOS/NCB/006/16/17	FURNITURE & FIXTURE.	G-4759	ASSORTED	\$ 30,000.00	NCB	7/14/2016	7/21/2016	7/28/2016	8/4/2016	9/1/2016	9/8/2016	9/15/2016	9/29/2016	N/A	3/31/2017	4/28/2017
UPDATE																		
ACTUAL																		
PLANNED	10	IFB NO.MOS/RFQ/001/16/17	VEHICLES INSURANCE	K-6512	27Cars	\$ 10,000.00	RFQ	7/15/2016	7/22/2016	7/29/2016	8/5/2016	9/2/2016	9/9/2016	9/16/2016	9/30/2016	N/A	3/31/2017	4/28/2017
UPDATE																		
ACTUAL																		
			TOTAL			\$ 2,034,727.00												

Prepared by:

Robert Marshall
Acting Procurement Director

Date:

AUGUST 30, 2016

Approved by:

Loris M. Shannon
Acting Minister

Date:

August 31, 2016

2016
Sept. 01, 2016

2 Sept 2016

MINISTRY OF STATE FOR PRESIDENTIAL AFFAIRS
Procurement Plan Explanatory notes (CORE BUDGET)
Fiscal year 2016/2017

Item NO	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO.MOS/NCB/001/16/17	Stationery	This contract package is intended to procure the following Stationeries items 1. A4 Sheets ----- 330ctns 2. Legal Sheets----- 60ctns 3. Manila Folders S/S----- 48ctns 4. Manila Folders L/S----- 36ctns 5. Records Books----- 12ctns 6. Box File ----- 18ctns 7. Staple Machines----- 114pks 8. Staple Pins----- 72Boxes 9. Steno Pad----- 72Dozs 10. Writing Pad----- 12ctns 11. Brown Envelopes S/S----- 12ctns 12. Brown Envelopes L/S----- 6ctns 13. Hanging Folders ----- 12ctns 14. Pencils----- 36Dozs 15. Paper Clips----- 144pks 16. Extension Cords ----- 12ctns

 2 Sept 2016


 August Sept. 01, 2016

			17. Adapters ----- 144pcs 18. Paper Binders----- 144pks 19. Stick on Pad ----- 36Dozs 20. White Envelopes ----- 12ctns 21. Balls Pens----- 72pks 22. Highlighters----- 36Dozs 23. Permanent Markers----- 24pks 24. Scotch Tapes----- 144pcs 25. Sharpeners----- 72pcs 26. Desk Trays ----- 70sets 27. Dictionaries----- 36pcs 28. Scissors----- 60pcs • The Estimated cost of US\$107,480.00 is the sum of the following: • General Stationery \$73,975.00 • Workshop Stationery (Core Bug.) \$ 4,500.00 • PDU Stationery (Cash Plan) \$ 6,000.00 • Workshop Stationery (PDU) \$ 1,000.00 • Cabinet Secretariat (Cash Plan) \$ 10,005.00 • Workshop Stationery(CBS) \$ 12,000.00
2.	IFB NO.MOS/SS/001/16/17	Repair & Maintenance –Presidential Vehicles	This Contract Package is intended to procure: Spare Parts for the Presidential Vehicles because of the Security nature attached to this package we cannot itemize the Spares Parts that is to be procure to repair the President Vehicles


Sept. 01, 2016


2 Sept 2016

3.	IFB NO.MOS/SS/002/16/17	Presidential Stationeries	This Contract Package is intended to procure the below listed items 1. Presidential Letter Head----- 20ctns 2. Pens----- 15pks 3. Presidential Envelopes----- 20ctns
4.	IFB NO.MOS/NCB/002/16/17	General Repair & Maintenance - Vehicles	This Contract Package is intended to procure the following items. 1. Release Bearings----- 60pcs 2. Clutch Disc----- 100pcs 3. Pressure Plates----- 100pcs 4. Shafts----- 15pcs 5. Brake Master Cylinder ----- 25pcs 6. Wheel Cylinder----- 30pcs 7. Tie Rod Ends----- 60pcs 8. Universal Joint----- 50pcs 9. Stabilizer Link (Back & Front)----- 300pcs 10. Deferential (Back & Front)----- 30pcs 11. Stabilizer Bushing----- 10pcs 12. Adjuster ----- tor 25pcs 13. Fan Belt----- 200pcs 14. Fan Blade----- 20pcs 15. Radiator----- 30pcs The estimated cost of US\$110,107.00 is the sum of: • General (Core) \$ 97,500.00 • Cabinet Secretariat(CP) 12,607.00
5.	IFB NO.MOS/RB/001/16/17	Petroleum Products	This Package is intended to procure Petroleum Products.

 2 Sept 2016


Sept. 01, 2016

			• The estimated cost of US\$1,437,140.00 is the sum of: • General (Core) \$1,250,000.00 • PDU 60,000.00 • Domestic Means Travel 67,500.00 • Cabinet Secretariat 55,440.00 • Domestic Means of Travel (CBS) 4,200.00
6.	IFB NO.MOS/NCB/003/16/17	Repair & Maintenance – Machinery & Equipment, Furniture's.	This Contract Package is intended to procure Spare Parts for the Ministry of State Generators and to Fix broken Furniture's. <u>Generators</u> 1. Fuel Element ----- 24pcs 2. Oil Filter Element ----- 20pcs 3. Air Filters----- 25pcs 4. Power Thrust Plugs----- 50pcs 5. Water Trapper----- 50pcs <u>Air Conditions</u> 1. Gibson Air Conditions----- 25pcs 2. Oil Filter Element ----- 20pcs 3. Air Filters----- 25pcs 4. Power Thrust Plugs----- 50pcs 5. Water Trapper----- 50pcs

 2 Sept 2016


Sept. 01, 2016

			<u>Furniture's</u> 1. Executive Desk----- 25psc 2. Semi Executive Desk----- 50pcs 3. Executive Chairs----- 15pcs 4. Semi Executive Chairs ----- 20pcs 5. Visitors Chairs----- 75pcs 6. Filling Cabinet----- 75pcs
7	IFB NO./MOS/NCB/004/16/17	Computer Supplies & ICT Equipment	This Contract Package is intended to procure: 1. Laptops ----- 10pcs 2. Desktops----- 10pcs 3. External Hard Drives— 15pcs 4. Memory Sticks ----- 15pcs
8	IFB NO.MOS/NCB/005/16/17	Generator	The Contract Package will be used to Procure the below listed items 1. Generator (15kva) ----- 1pc.
9	IFB NO.MOS/NCB/006/16/17	Furniture & Fixtures	This Contract Package is intended to procure the following items 1. Executive Chairs-----25pcs 2. Executive Desk-----25pcs 3. Semi Executive Desk-----50pcs 4. Semi Executive Chairs-----75pcs 5. Visitors Chairs----- 75pcs 6. Filling Cabinets----- 75pcs 7. Desk Tray ----- 75pcs 8. Air Conditions ----- 50pcs The Estimated cost of USD\$30,000.00 is the sum of:

 2 Sept 2016


Sept. 01, 2016

			• General (Core) \$20,000.00 • PDU(Cash Plan) 10,000.00
10	IFB NO.MOS/NCB/007/16/17	Vehicles Insurance	Thus Contract Package is intended to procure: 1. Vehicles Insurance for all Ministry of States Vehicles. (27 Vehicles)

Prepared by:

Marshall

Procurement Director

Date:

08/17/16

[Signature] 2 Sept 2016

[Signature]
 2016.04.2016