

**CENTER FOR NATIONAL DOCUMENTS AND RECORDS AGENCY**  
**Annual PROCUREMENT PLAN (SBA 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	
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	VENDOR BUSINESS REGISTRATION CODE	QTY	ESTIMATE D COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL BID DOC/TECH SPEC	BID INVITATIO N & RELEASE OF BID DOC	BID SUBMISSI ON PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBOLZATIO N)	DELIVERY INSPECTION (SUBSTANTIAL COMPLETION)	ACCEI FINAL	
PLANNED	1	IFB NO. CNDRA/SS/SBA/001/16/17	MS010	1 firm	28,800.00	NCB	04-13-16	04-27-16	05-04-16	05-11-16	06-08-16	07-22-16	06-29-16	07-06-16	N/A	07-20-16	06-02-	
UPDATE																		
ACTUAL	2	IFB NO. CNDRA/RFQ/SBA/001/16/17	HS110	One round tripe ticket	1,800.00	RFQ	05-02-16	05-09-16	05-16-16	05-23-16	06-06-16	06-13-16	06-20-16	06-27-16	N/A	07-04-16	07-18-	
UPDATE																		
ACTUAL	3	IFB NO. CNDRA/NCB/SBA/001/16/17	F4100	1 firm	14,000.00	NCB	05-16-16	05-30-16	06-06-16	06-13-16	07-11-16	07-25-16	08-01-16	08-08-16	N/A	08-15-16	10-07-	
UPDATE																		
ACTUAL	4	IFB NO. CNDRA/RFQ/SBA/002/16/17	G4773	Assorted	2,340.00	RFQ	05-02-16	05-09-16	05-16-16	05-23-16	06-06-16	06-13-16	06-20-16	07-01-16	N/A	07-08-16	11-02-	
UPDATE																		
ACTUAL		TOTAL:			46,940.00													



*Handwritten signature and date: October 06, 2016*

*Handwritten signature and date: 7 Oct 2016*

**CENTER FOR NATIONAL DOCUMENTS AND RECORDS AGENCY CNDRA**  
**NOTES TO THE PROCUREMENT PLAN SBA (CORE BUDGET) 2016/2017**

Item No.	Contract Package Code	Contract Package	Contract Description
1	IFB NO. CNDRA/SS/SBA/001/16/17	Security Guard service	This Package is intended to hire a security firm to provide the services of private security personnel which will secure our two facilities on 12th and Ashmun Streets respectively
2	IFB NO. CNDRA/RFQ/SBA/001/16/17	Air Tickets	This contract package will seek to purchase a roundtrip plane ticket from a travel agency.
3	IFB NO. CNDRA/NCB/SBA/001/16/17	Repair & Maintenance none residential building	With US\$ 14,000.00 CNDRA wishes to hire a construction firm to carry out routine repairs and maintenance on its 12th Street Building and office facilities in Nimba and Lofa counties.
4	IFB NO. CNDRA/RFQ/SBA/002/16/17	Cleaning Materials	This line item is applied to the purchase of tissues, soap, napkins, towels, gloves desk polish etc for the Agency.



*CNDRA*  
 October 05, 2016

*4/7 Oct 2016*

Prepared By:

James A. Fahhbulleh/Procurement Head

Approved by:

P. Bish Sayeh/Director General/Chairman Proc. Committee

date:

7/19/16



*AMBP*  
October 06, 2016

*7 Oct 2016*