

General Services Agency (GSA)
PROCUREMENT PLAN (SBA-Core Budget)
Source of Funding: Government of Liberia
Budget Period/Fiscal year: 2016/2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	1
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Vendor's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUR EMENT METHO D	TECHNICAL SPECS/BO Q/DRAWIN GS	PREPARA- TION OF BID DOC.	PC APPROV.- BID DOC/ TECH SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMSN./ PUBLIC OPENING	SUBMISSION OF BID EVAL. REPORT	PC APPROVAL - BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEP FIN. PAYM
PLANNED	1	IFB No. GSA/SBA/RB /001/16/17	Telecommu nication (Scratch Cards)	J6120	3,779Pcs	\$18,895.00	RB	8/10/2015	8/14/2016	8/18/2016	8/21/2016	9/18/2016	9/25/2016	9/30/2016	10/8/2016	N/A	6/10/2017	6/30/
UPDATE																		
ACTUAL																		
PLANNED	2	IFBNO.GSA /SBA/RB/ 002/16/17	Petroleum Products	G4661	23,467 gal.	84,482.00	RB	8/1/2016	8/3/2016	8/4/2016	8/5/2016	9/5/2016	9/12/2016	9/16/2016	9/19/2016	N/A	6/14/2017	6/30/
UPDATE																		
ACTUAL																		
PLANNED	3	IFBNO.GSA/S BA/NCB/ 001/16/17	Stationery	G4761	Assorted	20,250.00	NCB	8/1/2016	8/3/2016	8/4/2016	8/5/2016	9/5/2016	9/12/2016	9/16/2016	9/19/2016	N/A	6/14/2017	6/30/
UPDATE																		
ACTUAL																		
SUBTOTAL						123,627.00												

Prepared by: 
Procurement Director/ Manager

Approved by: 
Head of Entity/Chairman Proc. Cmtee

Date: 9/6/2015


October 11, 2016


11 Oct 2016

		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Vendor's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BO Q/DRAWIN GS	PREPARA- TION OF BID DOC.	PC APPROV. - BID DOC/ TECH SPECS	BID INVITATIO N & RELEASE OF BID DOC.	BID SUBMSN./ PUBLIC OPENING	SUBMISSIO N OF BID EVAL. REPORT	PC APPROVAL - BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPT. FINAL PAYMEN
PLANNED	4	IFB No. GSA/SBA/RFQ /001/16/17	Cleaning Materials & Services	G4773	Assorted	5,500.00	RFQ	8/10/2016	8/12/2016	8/17/2016	8/19/2016	8/26/2016	8/31/2016	9/5/2016	10/9/2016	N/A	6/16/2017	6/30/201
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No. GSA/SBA/RFQ /002/16/17	Printing Services	C1811	Assorted	10,000.00	RFQ	8/10/2016	8/12/2016	8/17/2016	8/19/2016	8/26/2016	8/31/2016	9/5/2016	10/9/2016	N/A	6/16/2017	6/30/201
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. GSA/SBA/NCB /002/16/17	Security Service	N8010	1 Firm	81,000.00	NCB	8/2/2016	8/4/2016	8/5/2016	8/8/2016	9/8/2016	9/15/2016	9/19/2016	9/26/2016	N/A	6/16/2017	6/30/201
UPDATE																		
ACTUAL																		
GRAND TOTAL						220,127.00												

Prepared by: 
Procurement Director/ Manager

Approved by: 
Head of Entity/Chairman Proc. Cmtee

Date: 9/6/2016


October 11, 2016


11 Oct 2016

Name of Entity: General Services Agency
Procurement Plan Explanatory Notes

Fiscal Year: 2016/2017

No.	Code	Package	Content of the Package
1.	IFB#.GSA/SBA/RB/001/16/17	Telecommunication (Scratch Card)	This contract package is from the budget line item Telecommunication and Internet which is intended to procure 3,779 pieces of assorted scratch cards to facilitate communication at GSA. (2,000 for Lonestar & 1,200 for Cellcom & 579 for Novafone).
2.	IFB#.GSA/SBA/RB/002/16/17	Petroleum Products	This contract package is from the budget line item Fuel and Lubricants Vehicle and Generator which is intended to procure 23,467 gallons of petroleum products (gasoline and diesel fuels) to facilitate smooth operation of GSA during the fiscal year 2016/2017.
3.	IFB#.GSA/SBA/NCB/001/16/17	Stationery	This contract package is intended to procure the following stationery items: A4 papers 100 reams, ball pen 50 pks, manila folder 20pks, legal paper 25 reams, files etc.
4.	IFB#.GSA/SBA/RFQ/001/16/17	Cleaning materials & Services	This contract package is intended to procure assorted cleaning materials such as toilet tissues, soaps, brooms, towers, chloride hand sanitizer, air freshener, etc.; Provision of cleaning services such as garbage collection and other related services.
5.	IFB#.GSA/SBA/RFQ/002/16/17	Printing Services	This contract package is intended for the procurement of printing, binding, and publication of assorted documents and items such as ID Cards, Letter Heads, Envelopes, Billboards, binding of documents, bid documents, notices, etc...
6.	IFB#.GSA/SBA/NCB/002/16/17	Security Service	This contract package is intended for the procurement of 45 persons to serve as security for the Five Forward Logistics Bases

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			turned over to GSA by WFP from July 2016 to June 2017.
7.	Electricity include: purchasing of electric power from the Liberia Electricity Cooperation (LEC), but is not indicated on the Procurement Plan because it is paid directly by MFDP to the supplier.		
8.	Water and Sewage include: purchasing of water supplies and sewage services from the Liberia Water and Sewer Cooperation (LWSC), but is not indicated on the Procurement Plan because it is paid directly by MFDP to the supplier.		


 October 14, 2016


 11 Oct 2016