

Liberia Institute of Certified Public Accountants  
**PROCUREMENT PLAN (Core Budget)**  
 Source of Funding: GOL National Budget/Internal Generated Revenue  
 Fiscal year: 2016/2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA							IMPLEMENTATION DATES										
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATE D COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID BOQ/TECH SPECS	BID INVITATION & RELEASE OF TID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MODERATE) FIRM	DELIVERY, INSPECTION (SUBSTANTIAL) COMPLETION
PLANNED	1	IFB No. LICPA/RP/ 001/2016/ 2017	Vehicle	G4510	1	US\$35,000.00	R8	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
PLANNED	2	IFB No. LICPA/NC 8/001/20 16/2017	Stationery	G4761	Assorted	US\$17,293.00	NCR	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
PLANNED	3	IFB No. LICPA/RP Q/001/20 16/2017	Internet Connectivity	J6120	1 Firm	US\$6,624.00	RFQ	4/17/16	4/23/16	4/30/16	5/6/16	5/13/16	5/20/16	5/27/16	5/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
SUBTOTAL						US\$8,917.00											

CMG  
 Sept 28, 2016

9/10 Oct 2016

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BASIC DATA																	
	ITEM NO.	PACKAGE NUMBER (CO-20)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATE D COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOO/ DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL OF BID DOC/TECH SPECIFICATIONS	BID INVITATION % RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC BIDDING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIALLY)
PLANNED	4	IFB No. LICPA/BF 0/002/20 16/2017	Office furniture	G4/59	Assorted	US\$3,359 .00	RFQ	4/17/16	4/23/16	4/30/16	5/6/16	5/13/16	5/20/16	5/27/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
PLANNED	5	IFB No. LICPA/BF 0/003/20 16/2017	Computers & ICT Equipment	G4/51	Assorted	US\$1,900 .00	RFQ	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
PLANNED	6	IFB No. LICPA/NC 8/002/20 16/2017	Repairs & Maintenance of Vehicle	G4/10	Assorted	US\$3,000 .00	WCB	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
PLANNED	7	IFB No. LICPA/NC 8/002/20 16/2017	Repairs & Maintenance - Civil	G4/10	Assorted	US\$2,500 .00	NCB	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	

  
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PLANNED	8	IFB No. LICPA/NC 8/002/20 16/2017	Cleaning Maintenance & Service	G4510	Assorted	US\$600.00	NCB	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
PLANNED	9	IFB No. LICPA/NC 8/002/20 16/2017	Repairs and Maintenance Machinery and Equipment	G4510	Assorted	US\$3,859.00	NCB	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
UPDATE																	
ACTUAL																	
PLANNED	10	IFB No. LICPA/NC 8/002/20 16/2017	Water & Sewage	G4510	Assorted	US\$1,440.00	NCB	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/16	6/24/16	N/A	6/29/16
			Sub. Total			\$17,158.00											

Prepared by: Benedict B. Browne

Procurement Officer

Date: 9/19/16

Approved by:

Chairman, Procurement Committee/Head of Entity

Date:

9/19/16

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Sept. 28, 2016

*9/19 Oct 2016*

**Liberia Institute of Certified Public Accountants**  
**PROCUREMENT PLAN (Core Budget)**  
**Explanatory Notes**

Item No.	IFB Reference Number	Contract Package	Detailed Content of Package
1.	IFB No. LICPA/RB/001/2016/2017	Vehicle	This contract package is intended to purchase one (1) mini SUV Jeep for the Executive Director.
2.	IFB No. LICPA/NCB/001/2016/2017	Stationery	This package include stationery items such as A4 and A2 reams of paper, manila and handling folders, box files, risograph master and ink, cartridges, etc. to facilitate office the printing of office correspondences, training handouts, record keeping.
3.	IFB No. LICPA/RFO/001/2016/2017	Internet Connectivity	This package is intended to pay monthly internet subscriptions to service provider for high-speed internet connectivity to promote communication amongst LICPA Members and other external partners and/or clients.
4.	IFB No. LICPA/RFO/002/2016/2017	Office Furniture	This package is intended to purchase wooden shelves, conference table, secretary and semi-executive office desk and chairs, for the office.
5.	IFB No. LICPA/RFO/003/2016/2017	Computers & ICT Equipment	This package is intended to purchase laptops, HDMI Cables, Laserjet Printer, anti-virus (multiple users), etc to promote efficiency in service delivery.
6.	IFB No. LICPA/NCB/002/2016/2017	Repairs & Maintenance of Vehicles	Funds estimated to pay for routine maintenance for Executive Director's vehicle.
7.	IFB No. LICPA/NCB/002/2016/2017	Repairs & Maintenance – Civil	This contract package is intended to award contract for the repairs and maintenance of the office now occupied by LICPA.
8.	IFB No. LICPA/NCB/002/2016/2017	Cleaning Maintenance & Services	Is responsible to clean the office now occupied by LICPA.
9.	IFB No. LICPA/NCB/002/2016/2017	Repairs and Maintenance & Machinery Equipment	Contract package is intended to award contract for the

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			<p>maintenance of office equipment which includes, Computers, printers, scanners, and some peripheral devices.</p> <p>Is responsible to bring water on a daily basis and dispose of the garbage for the LICPA office.</p>
10.	IFB No. LICPA/NCB/002/2016/2017	Water & Sewage	

Prepared by: Benedict B. Braune

Procurement Officer

Date: 9/9/16

Approved by: 

Chairman, Procurement Committee/Head of Entity

Date: 9/9/16

  
Sept. 28, 2016

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