

Liberia Institute of Certified Public Accountants
PROCUREMENT PLAN (SBA 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	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/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 & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)
PLANNED	1	IFB No. LICPA/SBA/ RFQ/001/2 016/2017	Hall Rental	N7721	1	US\$7,580.00	RFQ	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/17	6/24/17	N/A	6/30/16
UPDATE																	
ACTUAL																	
PLANNED	2	IFB No. LICPA/SBA/ RFQ/002/2 016/2017	Repairs & Maintenance of office Equipment	S9511	Assorted	US\$5,300.00	RFQ	4/17/16	4/23/16	4/30/16	5/6/16	6/4/16	6/10/16	6/17/17	6/24/17	N/A	6/30/16
UPDATE																	
ACTUAL																	
PLANNED	3	IFB No. LICPA/SBA/ RFQ/003/2 016/2017	Petroleum Products (Gasoline & Diesel)	G4651	730 Gals	US\$15,000.00	RFQ	4/17/16	4/23/16	4/30/16	5/6/16	5/13/16	5/20/16	5/27/17	6/24/17	N/A	6/30/17
UPDATE																	
ACTUAL																	
PLANNED	4	IFB No. LICPA/RFQ/ 006/2016/2 017	Catering Services	IS621	1 Firm	US\$2,500.00	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	6/29/17
UPDATE																	
ACTUAL																	
TOTAL						\$31,380.00											

9/18/16

9/9/16

5 Oct. 28, 2016

10 Oct 2016

Liberia Institute of Certified Public Accountants
PROCUREMENT PLAN (Core Budget)
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PLANNED	4	IFB No. LICPA/RF Q/004/20 16/2017	Scratch Cards	J6120	684 pcs	US\$4,200.00	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	6/29/17
UPDATE																	
ACTUAL																	
PLANNED	5	IFB No. LICPA/RF Q/005/20 16/2017	Newspapers	G4761	Assorted	US\$4,410.00	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	6/29/17
UPDATE																	
ACTUAL																	
SUB TOTAL						\$8,610.00											
GRAND TOTAL						\$84,685.00											

Prepared by: Benedict B. Boyvine
 Date: 9/9/16
 Approved by: [Signature]
 Date: 9/9/16

Procurement Officer
 Chairman, Procurement Committee/Head of Entity


 Sept 28, 2016

11th 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/RRO/001/2016/2017	Hall Rental	This package is intended for hall rental payments for LICPA Continuing Professional Development (CPDs)/Training, general and annual general meetings of LICPA Members and trainees.
2.	IFB No. LICPA/RFO/002/2016/2017	Repairs & Maintenance of Office Machinery & Equipment	This package is planned for generators, printers, risograph machine repairs, purchase of spare parts and maintenance services.
3.	IFB No. LICPA/RFO/003/2016/2017	Petroleum Products(Diesel & Gasoline)	This package is proposed for the purchase of petroleum products such as fuel and gasoline for LICPA diesel and gasoline generators.
4.	IFB No. LICPA/RFO/004/2016/2017	Scratch Cards	This package is intended for the purchase of scratch cards to support information sharing, communication, etc.
5.	IFB No. LICPA/RFO/005/2016/2017	Newspapers	The package is planned for the purchase of assorted local dailies/newspapers to keep LICPA Executives abreast of national and international issues.
6.	IFB No. LICPA/RFO/006/2016/2017	Catering Services	This package is intended to provide support for LICPA Special Events including trainings and meetings of LICPA Members, students and the public.

Prepared by: Benedict B. Browne
Procurement Officer

Date: 9/9/16

Approved by: [Signature]
Chairman, Procurement Committee/Head of Entity

Date: 9/9/16

[Signature]
Sept. 28, 2016

[Signature]
9/9/16