

**JUDICIARY BRANCH TEMPLE OF JUSTICE
PROCUREMENT PLAN (SBA Core Budget)
Source of Funding: GOL 2016-2017 National Budget**

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's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREPARATION 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 (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIATION) COMPLETION
PLANNED	1	IFB No. JUD/SBA/RB/001 /16/17	PETROLIUM PRODUCTS	G4661	491,548 gals	\$1,381,250.00	RB	4/1/2016	4/8/2016	4/22/2016	5/2/2016	5/18/16	6/14/2016	6/28/2016	8/29/2016	N/A	5/30/2017
UPDATE																	
ACTUAL																	
PLANNED	2	IFB No. JUD/SBA/NCB/001 /16/17	Printing	C1811	Assorted	74,500.00	NCB	4/4/2016	4/13/2016	4/25/2016	5/4/2016	6/3/2016	6/20/2016	6/30/2016	8/31/2016	N/A	5/30/2017
UPDATE																	
ACTUAL																	
PLANNED	3	IFB No. JUD/SBA/NCB/002 /16/17	Cleaning Materials	G4711	Assorted	22,000.00	NCB	4/5/2016	4/14/2016	4/26/2016	5/4/2016	6/3/2016	6/20/2016	6/29/2016	8/31/2016	N/A	5/30/2017
UPDATE																	
ACTUAL																	
PLANNED	4	IFB No. JUD/SBARFQ/001 /16/17	Drug & Medical Consumable	F4772	Assorted	500.00	RFQ	4/5/2016	4/25/2016	5/4/2016	5/13/2016	5/24/2016	6/13/2016	7/1/2016	8/12/2016	N/A	5/30/2017
			Sub Total	:		1,478,250.00											

Prepared by: *John T. Toryor*
Procurement Director/ Manager

Approved by: *Elizabeth J. Nelson*
Cllr. Elizabeth J. Nelson
Head of Entity/Chairman Proc. Committee

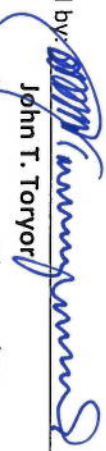
Date: *Sept. 20, 2016*

Sept. 30, 2016

Sept. 30, 2016

JUDICIARY BRANCH TEMPLE OF JUSTICE
PROCUREMENT PLAN (SBA Core Budget)
Source of Funding: GOL 2016-2017 National Budget

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	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA				IMPLEMENTATION DATES									
				Vendor's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREPARATION 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 (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIATION)
PLANNED	5	IFB No. JUD/SBA/RFQ/00 2/16/17	Advertisement & Publication	15813 M7310	Assorted	9,500.00	RFQ	4/6/2016	4/26/2016	5/5/2016	5/16/2016	5/25/2016	6/14/2016	7/4/2016	8/15/2016	N/A	5/30/2017
UPDATE																	
ACTUAL																	
PLANNED	6	IFB No. JUD/SBA/RFQ/002 1/6/17	Food & Catering Service	15621	1 firm	37,000.00	RB	4/8/2016	4/20/2016	4/29/2016	5/2/2016	5/16/2016	5/26/2016	6/20/2016	8/31/2016	N/A	5/30/2017
UPDATE																	
ACTUAL																	
PLANNED	7	IFB No. JUD/SBA/RFQ/00 3/16/17	Newspaper, Book & periodical	L7310 15813	Assorted	2,800.00	RFQ	4/7/2016	4/27/2016	5/6/2016	5/17/2016	5/26/2016	6/15/2016	7/5/2016	8/16/2016	N/A	5/30/2017
UPDATE																	
ACTUAL																	
PLANNED	8	IFB No. JUD/SBA/RFQ/00 4/16/17	Repairs maintenance Computer , Photocopier & typewriters	S9511	250 pcs	8,750.00	RFQ	4/8/2016	4/28/2016	5/9/2016	5/18/2016	5/27/2016	6/16/2016	7/6/2016	8/18/2016	N/A	5/30/2017
			Sub Total	:		58,050.00											

Prepared by: 
John T. Toryor
Procurement Director/ Manager

Approved by: 
Cllr. Elizabeth J. Nelson
Head of Entity/Chairman Proc. Committee

Date: Sept. 23, 2016


Sept. 30, 2016

**JUDICIARY BRANCH TEMPLE OF JUSTICE
PROCUREMENT PLAN (SBA Core Budget)
Source of Funding: GOL 2016-2017 National Budget**

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PLANNED	9	IFB No. JUD/SBA/RFQ/005/16/17	Repairs Maintenance Furniture's	S9524	Assorted	6,000.00	RFQ	4/11/2016	4/29/2016	5/10/2016	5/19/2016	5/30/2016	6/17/2016	7/7/2016	8/19/2016	N/A	5/30/2017		
UPDATE																			
ACTUAL																			
PLANNED	10	IFB No. JUD/NCB/004/16/17	Air Ticket	N7911	Assorted	88,500.00	NCB	6/28/2016	7/11/2016	7/22/2016	7/29/2016	8/31/2016	9/12/2016	9/22/2016	10/21/2016	N/A	5/30/2017		
UPDATE																			
ACTUAL																			
		GRAND Total :					1,630,800.00												

Prepared by: *John T. Torvor*
Procurement Director/ Manager

Approved by: *Elizabeth J. Nelson*
Clt. Elizabeth J. Nelson

Date: *Sept. 29, 2016*

ONE PD
Sept. 30, 2016

Sept 30, 2016

NAME OF ENTITY : JUDICIARY
Procurement plan Explanatory Note for SBA Core Budget)
Fiscal year 2016/2017

Items NO.	Contract Package Cod	Contract Package	Content of contract package																																												
1	1/FB NO/JUD/RB/001/16/17	PETROLEUM PRODUCTS	<p>The Judiciary through the Government of Liberia has received a proposed budget for the allocation of petroleum products, for the cost of 491,548.00 gals @ 2.81 for the sole use of the Judiciary (Vehicles and Generators) for the period 2016/2017 bedget . This came from the budgetline, coding #221104 demostic travel under this package, and also taken the amount from demostic travel to added to the general supply of the of the judicial.</p> <p>The total amount for Petroleum Products to be use for the fiscal year 2016-2017 allotment is (491,548gals @ 2.81=1,381,249.88)</p> <p>Please see details as per units price for these commodities.</p> <p>* Gasoline Unit price: 2.81 * Diesel Oil unit price: 2.81</p>																																												
2	2/FB NO/JUD/SBA/MCB/001/2016/2017	Printing materials	<p>This contract package came from the budget line, coding #22160 for Printing, Coding #221903 for Staff Training and Coding# 222102 for Workshop, conference, Seminar which portion represent the the total amount US\$74,500.00 for Printing materials for the Judiciary.</p> <table><thead><tr><th colspan="2">Details as follow</th></tr></thead><tbody><tr><td>1. Chief Justice Headed paper 10 rms</td><td>35,500.00</td></tr><tr><td>2. Chief Justice Headed paper second sheet 10 rm</td><td>20,000.00</td></tr><tr><td>3. Chief Justice Headed envelope..... 5 boxes</td><td>19,000.00</td></tr><tr><td>4. Asso Justices Headed paper..... 20rms</td><td></td></tr><tr><td>5. Asso Justices Headed Envelope..... 15boxes</td><td></td></tr><tr><td>6. General Letter Head..... 80rms</td><td></td></tr><tr><td>7. General Letter Head Envelope..... 50 boxes</td><td></td></tr><tr><td>8. Court Administrator Letter Headed paper..... 10 rms</td><td></td></tr><tr><td>9. Court Administrator Letter Envelope..... 15boxes</td><td></td></tr><tr><td>10. Stock Cards..... 100pcs</td><td></td></tr><tr><td>11. Local Purchase Order (LPO)..... 30booklets</td><td></td></tr><tr><td>12. Store Issue slip..... 40 booklets</td><td></td></tr><tr><td>13. Request Form..... 75 booklets</td><td></td></tr><tr><td>14. Store Received Report..... 50 booklets</td><td></td></tr><tr><td>15. Chief Justice Transmittal slip..... 50 booklet</td><td></td></tr><tr><td>16. Asso Justice Transmittal slip..... 25booklets</td><td></td></tr><tr><td>17. Booklet for Training & workshop..... 100 booklets</td><td></td></tr></tbody></table> <table><tbody><tr><td>1. Printing</td><td>35,500.00</td></tr><tr><td>2. Staff Training : printing materials</td><td>20,000.00</td></tr><tr><td>3. Workshop,Conference, printing materials</td><td>19,000.00</td></tr><tr><td>Total</td><td>74,500.00</td></tr></tbody></table>	Details as follow		1. Chief Justice Headed paper 10 rms	35,500.00	2. Chief Justice Headed paper second sheet 10 rm	20,000.00	3. Chief Justice Headed envelope..... 5 boxes	19,000.00	4. Asso Justices Headed paper..... 20rms		5. Asso Justices Headed Envelope..... 15boxes		6. General Letter Head..... 80rms		7. General Letter Head Envelope..... 50 boxes		8. Court Administrator Letter Headed paper..... 10 rms		9. Court Administrator Letter Envelope..... 15boxes		10. Stock Cards..... 100pcs		11. Local Purchase Order (LPO)..... 30booklets		12. Store Issue slip..... 40 booklets		13. Request Form..... 75 booklets		14. Store Received Report..... 50 booklets		15. Chief Justice Transmittal slip..... 50 booklet		16. Asso Justice Transmittal slip..... 25booklets		17. Booklet for Training & workshop..... 100 booklets		1. Printing	35,500.00	2. Staff Training : printing materials	20,000.00	3. Workshop,Conference, printing materials	19,000.00	Total	74,500.00
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3	3/FB NO/JUD/SBA/MCB/002/2016/2017	Cleaning Materials	<p>The Judiciary received a proposed budget allotment for the Government of Liberia to purchased cleaning materials for the up keep of the bath rooms in the Circuit courts with in the republic and the entire offices within the Temple of Justice Building.</p> <p>The proposed amount is US\$22,000.00 for the purchase of these items below.</p> <table><thead><tr><th>Description</th><th>QTY</th><th>Description</th><th>QTY</th></tr></thead><tbody><tr><td>1. Dettol L/s</td><td>5 cnts</td><td>8. Tissue</td><td>4 bays</td></tr><tr><td>2. Clorax S/s</td><td>5 cnts</td><td>9. Air Freshener</td><td>3 doz</td></tr><tr><td>3. Liquid hand Soap</td><td>5 cnts</td><td>10. Alcohol</td><td>2 doz</td></tr><tr><td>4. MR. Clean</td><td>1 doz</td><td>11. Johnson baby oil for lift</td><td>2 doz</td></tr><tr><td>5. Sprl - gone</td><td>3 cnts</td><td>12. Napkin</td><td>4 cnts</td></tr><tr><td>6. Commode brush</td><td>2 doz</td><td>13. Bucket all size</td><td>2 doz</td></tr><tr><td>7. Tide soap</td><td>3 cnts</td><td>14. Barrel all size</td><td>10 pcs each</td></tr></tbody></table>	Description	QTY	Description	QTY	1. Dettol L/s	5 cnts	8. Tissue	4 bays	2. Clorax S/s	5 cnts	9. Air Freshener	3 doz	3. Liquid hand Soap	5 cnts	10. Alcohol	2 doz	4. MR. Clean	1 doz	11. Johnson baby oil for lift	2 doz	5. Sprl - gone	3 cnts	12. Napkin	4 cnts	6. Commode brush	2 doz	13. Bucket all size	2 doz	7. Tide soap	3 cnts	14. Barrel all size	10 pcs each												
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Approved
Director of Proc.

CAUTION
CHAS. 30, 2016

416 24-2016

Items NO.	Contract Package Cod	Contract Package	Content of contract package
4	IFB NO/JUD/SBA/RFQ/001/ 2016/2017	Drug & Medical Consumable	The Judiciary has received the proposed amount US\$500.00 for Drug and consumable,when this amount is approved,the Judiciary will purchase drug for jurors who will be sequestered and examined by medical Doctor,for better results and treatment. Administration has decided to secure Request for Quotation (RFQ) to suit this method.
			Content of contract package
5	IFB NO/JUD/SBA/RFQ/002/ 2016/2017	Contract Package Advertisement and Publication	This contract package came from the budget line coding 221603 for printing and publication which represent the the total amountUS\$9,600.00 for invitation to bid ,vacancy ,announcement and speech to be delivered by the Chief Justice,Associate Justices.
			Details 1. Advertisement and Publication..... 3,500.00 2. Printing,Binding and Publication..... 6,000.00 US\$9,500.00
			Content of contract package
6	IFB NO/JUD/SBA/RFQ/002/ 2016/2017	Contract Package Food and Catering Services (supreme Cod Judicial Institute& County Courts)	This contract package came from the budget line,coding #222103 for food and catering , Coding #221903 Staff Training and Coding# 222102 Workshop,conference ,Seminar which portion represent the the total amount US\$37,000.00 for food and catering servicing for the Judiciary. Please see detailed as per the procuring amount for the above coding. 1. Food and Catering services..... 12,000.00 2. Staff Training 15,000.00 3. Workshop,Conference,Seminar..... 10,000.00 Total 37,000.00
			As it has been proposed in the Budget 2016-2017,for the purchase of food stuff for the opening and closing of the Supreme Court and training of Professional Magistrates and conference to held for Judges in the leeward and montserratdo Counties ,which is done one after another. Our staffer will handle the kitchen affairs to avoid risk,(public). Example of food items to be handled by our kitchen staffer include: rice,Argo Oil, mineral water and drinks all types, ECT.
			Content of contract package
7	IFB NO/JUD/SBA/RFQ/003/ 2016/2017	Contract Package News papers,Books & periodical	The Judiciary refer to the budget line that represent the cost US\$2,800.00 for the purchase of newspapers and books to be used by the Associate Justices and Chief Justice repectively .
			Details 1. Newspaper 5..... 800.00 2. Special law books)..... 2,000.00 Grand tota 2,800.00
			Content of contract package
8	IFB NO/JUD/SBA/RFQ/004/ 2016/2017	Contract Package Repairs Maintenance Equipment Computers, photocopiers & Typewriter	This contract package came from the budget line Repairs maintenance Machinery Equipment and furniture coding # 221504 which portion represent the total amount of US8,750.00 for the repairs of computers,laptops,photo copiers and typewriters for the used of the Judiciary. The procurement unit with have no option but to used RFQ method to implement this package. The total amount of equipment to be repairs for this fiscal year is 250 pieces.
			Content of contract package
9	IFB NO/JUD/SBA/RFQ/005/ 2016/2017	Contract Package Repair & maintenance Furniture	This contract package came from the budget line Repairs maintenance Machinery Equipment and furniture coding # 221504 which portion represent the total amount of US6,000.00 for the repairs works of furnitures for the use of the Judiciary. The procurement unit will have no option but to use RFQ method to implement this package.
			Content of contract package

*Approved
Director of Proc.*

*CHIEF
STAT. 30, 2016*

45 Oct 2016

MDT
Sept. 30, 2016

Handwritten signature: *Handwritten signature*

Items NO.	Contract Package Cod	Contract Package	Content of contract package
10	JFB NO/JUD/SBA/MCB/093/ 2016/2017	Air Ticketing /Foreign Means Travel	<p>The Judiciary received a proposed budget in the amount of US\$88,500.00 from National Government for foreign travel for the Judiciary officials as to purchase Air tickets for the following continent. Details as per Travel</p> <p>1. Projection as per procurement stand point In this package : The Chief Justice will make one (1) trip Abroad and one trip with in Africa . AFRICA Chief Justice : BUSINESS CLASS US\$2,797.00 ABROAD Chief Justice : BUSINESS CLASS US\$ 7,673.00</p> <p>2. Projection as per procurement stand point In this package : For the (4) Associate Justices they will make one (1) trip Abroad and one trip with in Africa . AFRICA Associate Justices : BUSINESS CLASS :US\$2,797.00 x4 US\$11,188.00 ABROAD Associate Justices : BUSINESS CLASS :US\$ 7,673.00 x 4 US\$30,692.00</p> <p>3. We anticipate that there will be trip for Judges and administrative staff as per the directive of the Chief Justice in any country.</p> <p>Cost attached for the Judges and Administrative staff=<u>US\$36,150.00</u></p> <p>For Air Ticketing/Foreign Mean of Travel the Total is US\$88,500.00</p>