



NATIONAL PORT AUTHORITY (NPA)
PROCUREMENT PLAN (SBA CORE BUDGET)
SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL PERIOD: 2016/2017



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
				BASIC DATA				IMPLEMENTATION										
	Item	Code	Contract Package	Bus. Act. Code	Qty	Estimated Cost	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 App - Bid Evaluation Report	Contract Award / Signing	Advance Payment (mobilization)	Delivery, Inspection (Substantial Completion)	Acceptance & Final Payment
Planned	1	IFB NO. NPA/SBA/NCB/ 001/ 16/17	Communication Marine Towel - Monrovia	F4220	1 Bldg	150,000	NCB	21-Oct-16	11-Nov-16	25-Nov-16	2-Dec-16	30-Dec-16	20-Jan-17	3-Feb-17	3-Mar-17	N/A	12-May-17	17-Jun-17
Update																		
Actual																		
Planned	2	IFB NO. NPA/SBA/RB/00 1/ 16/17	Resurvey of Land - Monrovia and Out port	M7110	1500 Acres	66,000	RB	20-Oct-16	10-Nov-16	24-Nov-16	1-Dec-16	29-Dec-16	19-Jan-17	2-Feb-17	16-Feb-17	N/A	2-Mar-17	12-Mar-17
Update																		
Actual																		
Planned	3	IFB NO. NPA/SBA/NCB/ 002/ 16/17	Medical Insurance	K6512	1firm	90,000	NCB	20-Oct-16	10-Nov-16	24-Nov-16	1-Dec-16	29-Dec-16	19-Jan-17	26-Jan-17	23-Feb-17	N/A	9-May-17	30-Jun-17
Update																		
Actual																		
Planned	4	IFB NO. NPA/SBA/NCB/ 003/ 16/17	Rice Ration	G4719	3576 bags	129,360	NCB	30-Aug-16	20-Sep-16	4-Oct-16	11-Oct-16	8-Nov-16	29-Nov-16	6-Dec-16	3-Jan-17	N/A	7-Jun-17	30-Jun-17
Update																		
Actual																		
Planned	5	IFB NO. NPA/SBA/NCB/ 004/ 16/17	Electrical & other Computer Supplies (Materials)	G4659	Assorted	330,059	NCB	21-Oct-16	11-Nov-16	25-Nov-16	2-Dec-16	30-Dec-16	20-Jan-17	3-Feb-17	17-Feb-17	N/A	12-May-17	30-Jun-17
Update																		
Actual																		
Planned	6	IFB NO. NPA/SBA/NCB/ 005/ 16/17	Uniforms	C1410	Assorted	50,208	NCB	21-Jun-16	12-Jul-16	26-Jul-16	2-Aug-16	30-Aug-16	20-Sep-16	4-Oct-16	18-Oct-16	N/A	6-Jan-17	7-Feb-17
Update																		
Actual																		
Planned	7	IFB NO. NPA/SBA/NCB/ 006/ 16/17	Truck & Heavy Duty Equipment Rental	N7730	Assorted	410,000	NCB	18-Oct-16	8-Nov-16	22-Nov-16	29-Nov-16	27-Dec-16	17-Jan-17	31-Jan-17	14-Feb-17	N/A	9-May-17	30-Jun-17
Update																		
Actual																		

Prepared By:

Nyemah Nyanyay
Procurement Manager

Approved By:

David F. Williams
Chairman, Procurement Committee

Date: 11/1/16

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Planned Update	8	IFB NO. NPA/SBA/RB/00 2/ 16/17	Vehicles Rental	M7710	1 Firm	51,175	RB	20-Jan-17	10-Feb-17	24-Feb-17	3-Mar-17	31-Mar-17	21-Apr-17	5-May-17	19-May-17	N/A	2-Jun-17	30-Jun-17		
Planned Update																				
Planned Update	9	IFB NO. NPA/SBA/RB/00 3/ 16/17	Fuel & Lubricants	G4661	Gallons	1,204,693	RB	20-Jul-16	10-Aug-16	24-Aug-16	31-Aug-16	28-Sep-16	19-Oct-16	2-Nov-16	16-Nov-16	N/A	15-Apr-17	30-Jun-17		
Planned Update																				
Planned Update		IFB NO. NPA/SBA/RB/00 4/ 16/17	Communication (Scratch cards)		26225 Pcs	131,125	RB	20-Oct-16	10-Nov-16	24-Nov-16	1-Dec-16	29-Dec-16	19-Jan-17	2-Feb-17	16-Feb-17	N/A	11-May-17	30-Jun-17		
Planned Update	10																			
Planned Update																				
Planned Update		IFB NO. NPA/SBA/RFO/ 001/ 16/17	Electronic Vehicle Tracking System	J6190	1 Firm	8,232	RFO	5-Sep-16	26-Sep-16	10-Oct-16	17-Oct-16	14-Nov-16	5-Dec-16	19-Dec-16	16-Jan-17	N/A	31-Jan-17	26-Feb-17		
Planned Update	11																			
Planned Update																				
Planned Update		IFB NO. NPA/SBA/NCB/ 007/ 16/17	Vehicle Insurance	K6512	1 Firm	101,855	NCB	24-Jun-16	15-Jul-16	29-Jul-16	5-Aug-16	2-Sep-16	23-Sep-16	7-Oct-16	4-Nov-16	N/A	13-Jan-17	16-Feb-17		
Planned Update	12																			
Planned Update																				
Planned Update		IFB NO. NPA/SBA/NCB/ 008/ 16/17	Fumigation Services	M8129	1 firm	25,494	NCB	21-Oct-16	11-Nov-16	25-Nov-16	2-Dec-16	30-Dec-16	20-Jan-17	3-Feb-17	17-Feb-17	N/A	12-May-17	30-Jun-17		
Planned Update	13																			
Planned Update																				
Planned Update		IFB NO. NPA/SBA/NCB/ 009/ 16/17	Entertainment/ Refreshment Items	G4719	Assorted	75,000	NCB	19-Oct-16	9-Nov-16	23-Nov-16	30-Nov-16	28-Dec-16	18-Jan-17	1-Feb-17	15-Feb-17	N/A	10-May-17	28-Jun-17		
Planned Update	14																			
Planned Update																				

Prepared By: 
Nyamiah Nyamway

Approved By: 
Dayana D. Martins

Procurement Manager

Chairman, Procurement Committee

Date: 



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Planned Update	15	IFB NO. NPA/SBA/NCB/ 010/ 16/17	Janitorial Service	N8121	1Firm	36,444	NCB	20-Oct-16	10-Nov-16	24-Nov-16	1-Dec-16	29-Dec-16	19-Jan-17	26-Jan-17	23-Feb-17	N/A	9-May-17	30-Jun-17	
Actual																			
Planned Update	16	IFB NO. NPA/SBA/NCB/ 011/ 16/17	Air Tickets (Foreign Travel)	N7911	1Firm	47,000	NCB	18-Oct-16	8-Nov-16	22-Nov-16	29-Nov-16	27-Dec-16	17-Jan-17	24-Jan-17	21-Feb-17	N/A	7-May-17		
Actual																			
Planned Update	17	IFB NO. NPA/SBA/NCB/ 012/ 16/17	Maintenance Server, QuickBooks	J6201	1Firm	104,000	NCB	18-Oct-16	8-Nov-16	22-Nov-16	29-Nov-16	27-Dec-16	17-Jan-17	24-Jan-17	21-Feb-17	N/A	7-May-17	28-Jun-17	
Actual																			
Planned Update	18	IFB NO. NPA/SBA/NCB/ 013/ 16/17	Reroofing of warehouses& Head offices	F4290	1	98,400	NCB	21-Oct-16	11-Nov-16	25-Nov-16	2-Dec-16	30-Dec-16	20-Jan-17	3-Feb-17	17-Feb-17	N/A	12-May-17	16-Jun-17	
Actual																			
Planned Update	19	IFB NO. NPA/SBA/NCB/ 014/ 16/17	Marine Crafts & Generators Tools	G46S9	Assorted	15,000	NCB	14-Jun-16	5-Jul-16	19-Jul-16	26-Jul-16	23-Aug-16	13-Sep-16	27-Sep-16	11-Oct-16	N/A	3-Jan-17	7-Feb-17	
Actual																			
Planned Update	20	IFB NO. NPA/SBA/NCB/ 015/ 16/17	Equipment Maintenance(Generators, Forklift	C3319	Assorted	216,807	NCB	21-Oct-16	11-Nov-16	25-Nov-16	2-Dec-16	30-Dec-16	20-Jan-17	3-Feb-17	17-Feb-17	N/A	12-May-17	30-Jun-17	
Actual																			
Planned Update	21	IFB NO. NPA/SBA/NCB/ 016/ 16/17	Renovation of offices, Bldgs/Residence	F3390	Assorted	312,853	NCB	21-Oct-16	11-Nov-16	25-Nov-16	2-Dec-16	30-Dec-16	20-Jan-17	3-Feb-17	17-Feb-17	N/A	12-May-17	30-Jun-17	
Actual																			
GRAND TOTAL						3,653,705													

No	Item	Amount	Description
1	Security Expense	232,329.00	Allocation for CCTV service, special security operations, court fees for criminals and crime investigation
	Total	232,329.00	

Prepared By: 
Nyerah Nyamway
Procurement Manager

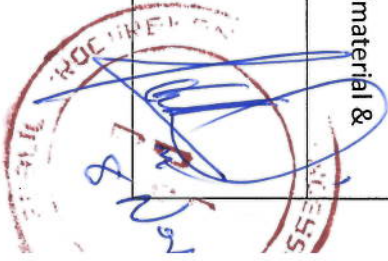
Approved By: 
David F. Williams
Managing Director, Chairman Procurement Committee

Date: 11/11/16


NATIONAL PORT AUTHORITY
Procurement Plan Explanatory Notes
(SBA)
Fiscal Year: 2016/2017

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. NPA/SBA/NCB/001/ 16/17	Communication Marine Towel -Monrovia	This contract package is intended to: Construct a story building (Ship to Show) for communication between ports to interface with vessels: A. Monrovia - 1 Building
2	IFB NO. NPA/SBA/RB/001/ 16/17	Resurvey of Land -Monrovia and Out port	This contract package is intended to: Re-Survey of 1500 acres of land in Monrovia, Buchanan, Harper and Greenville
3	IFB NO. NPA/SBA/NCB/002/ 16/17	Medical Insurance	This contract package will be used to procure: Medical insurance coverage for about 394 employees
4	IFB NO. NPA/SBA/NCB/003/ 16/17	Rice Ration	This contract package will be used to procure 3576 bags of Rice (50 KG) monthly rice ration for 298 employees of the National Port Authority
5	IFB NO. NPA/SBA/NCB/004/ 16/17	Materials	This contract package will be used to procure the below listed items: A. 1500 pcs extension coil B. Assorted photocopy spare parts, 200 pcs antivirus etc., this contract package is contain in the budget line of "material & supplies"
6	IFB NO. NPA/SBA/NCB/005/ 16/17	Uniforms	This contract package will be used to procure the below listed items: LOT 1 A. Uniforms for security (LSP, ISPS, FIRE Service & Safety) -96 B. Executive and staff -279 C. C casual workers - 235





			<p>D. Contractors - 236</p> <p>LOT 2</p> <p>A. reflective jackets- 846 pcs</p> <p>B. Helmets - 846 pcs</p>
7	IFB NO. NPA/SBA/NCB/006/ 16/17	Truck & Heavy Duty Equipment Rental	<p>This contract package will be used to procure: Truck & Heavy Duty Equipment:</p> <p>A. 20 trucks</p> <p>B. 25 pcs jack hammer</p> <p>C. 10 compressor</p> <p>15 pcs drills, Etc..., we apply NCB because these equipment are procurable on the local market. The contract package is contain in the Rent & Hire of Plant Equipment component of the budget</p>
8	IFB NO. NPA/SBA/RB/002/ 16/17	Vehicles Rental	<p>This contract package will be used to procure</p> <p>Rentals of light and heavy duty vehicles, the rental of these vehicles is sometimes abrupt due to the emergency nature of guests visiting NPA coupled with unforeseen mechanical problems</p>
9	IFB NO. NPA/SBA/RB/003/ 16/17	Fuel & Lubricants	<p>This contract package will be used to procure:</p> <p>LOT 1</p> <p>A. 304,846 gals operational fuel and lubricant (Freeport of Monrovia, Buchanan, Harper & Greenville) USD718,963 FOR Operational fuel</p> <p>LOT2</p> <p>A. 126,060 gals of Fuel Coupon benefits (Adm.)for employees (Freeport of Monrovia, Buchanan, Harper & Greenville)</p> <p>USD485730 fuel benefit administration</p>
10	IFB NO. NPA/SBA/RB/004/ 16/17	Communication (Scratch cards)	<p>This contract package will be used to procure:</p> <p>A. 26225 pcs scratch cards for employees (Freeport of Monrovia, Buchanan, Harper & Greenville)</p> <p>Note: This package cost is embedded in postage & communication component of the budget with the balance allotted for postage in the core budget plan</p>
11	IFB NO. NPA/SBA/RFO/001/ 16/17	Electronic Vehicle Tracking System	<p>This contract package will be used to procure:</p> <p>Electronic vehicle tracking system for NPA fleet of vehicles to safe guard corporate assets. This is allotted in the budget as Tracking Vehicles</p>



 P. T. Taylor



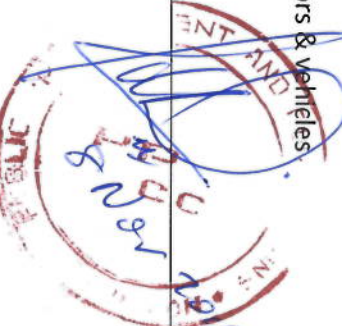
 P. T. Taylor

12	IFB NO. NPA/SBA/NCB/007/ 16/17	Vehicle Insurance	This contract package will be used to procure: Comprehensive and Third Party Vehicle Insurance. The amount of USD15000 will be deposited to the Ministry of Transport as registration for NPA fleet of vehicles administratively. This aspect is captioned in the vehicle insurance/registration component of the budget
13	IFB NO. NPA/SBA/NCB/008/ 16/17	Fumigation Service	This contract package will be used to procure: Fumigation services for the National Port Authority (Freeport of Monrovia, Buchanan, Greenville & Harper)
14	IFB NO. NPA/SBA/NCB/009/ 16/17	Entertainment/ Refreshment & Supplies	This contract package is intended to: Provide entertainment and procure refreshment for guests, executives meeting, mini workshops and basic working sessions this include coffee, sugar, sandwich, 4200 sack of water etc... This package of USD 75,000 is contain in the budget item "material & supplies.
15	IFB NO. NPA/SBA/NCB/010/ 16/17	Janitorial Service	This contract package is intended to: Hire the services of a firm to collect debris in and the surrounding of the port premises (Freeport of Monrovia, Buchanan, Greenville & Harper)
16	IFB NO. NPA/SBA/NCB/011/ 16/17	Air Tickets (Foreign Travel)	This contract package is intended to: Hire the service of traveling firm while the amount of USD 100,000 is allotted for perdiem & accommodation. This package is contain in budget item "Traveling & Perdiem Foreign"
17	IFB NO. NPA/SBA/NCB/012/ 16/17	Maintenance Server, QuickBooks	This contract package is intended to: Provide for data upgrades, database corruption fixes, QuickBooks add-on applications to extend functionality, QuickBooks procedures documentation & integrating QuickBooks with other applications,
18	IFB NO. NPA/SBA/NCB/013/ 16/17	Reroofing of warehouses and offices	This Contract package will be used to: Reroof more than 10 warehouses & offices (Head office & Main port) due to cessation of asbestos and replace same with zinc. This allotment is contain in the Port Infrastructure Rehabilitation component of the budget
19	IFB NO. NPA/SBA/NCB/014/ 16/17	Marine Crafts & Generators Tools	This contract package is intended to procure: Water craft tools (Pilot & Tugboat), Technical tools for generators & vehicles A. 20 pcs 20 ton jack B. 15 pcs gear box jack C. 150 pcs different spanner open end



 P. T. Harper

 Nov. 8, 2017



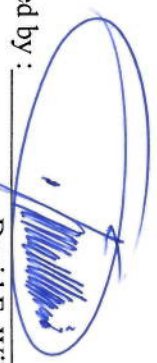
 P. T. Harper

 Nov. 8, 2017

			<p>D. 25 pcs shafting wrench</p> <p>E. 6 pcs water pump</p> <p>F. 10 pcs calibrating machine</p> <p>G. 10 pcs oil filter belt</p> <p>H. 10 pcs oil filter chain</p> <p>I. 15 hack saw</p> <p>J. 20 pcs caliber, etc</p> <p>This contract package is contain in the tools component of the budget</p>
20	IFB NO. NPA/SBA/NCB/015/ 16/17	Plant & Equipment Maintenance (Generators & Forklift)	<p>This contract package will be used to:</p> <p>Acquire Services and repair generators, Forklifts, Tractors, Top lifts, & other Equipment as the need arises & subject to administrative decision. However, we apply NCB because these services can be provided locally</p>
21	IFB NO. NPA/SBA/NCB/016/ 16/17	Renovation of offices, Bldgs./Residence	<p>This contract package will be used for:</p> <p>Renovation and painting of all NPA Buildings (offices & ware houses), cleaning drainage etc within the Port net work</p>

Prepared by: 
Nyemah Nyanway
Procurement Manager



Approved by: 
David F. Williams
Managing Director/Chairman Proc. Committee

Date: 11/11/16

