



Public Procurement and Concessions Commission
UPDATED CONSULTANCY SERVICES PROCUREMENT PLAN - (GENERAL)
Source of Funding: UNDP Budget (C4DE Project)
Budget Period/Fiscal year: January-December, 2016

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
BASIC DATA							IMPLEMENTATION DATES														
REQUEST FOR EXPRESSION OF INTEREST, if applicable							REQUEST FOR PROPOSALS AND APPROVAL OF AWARD														
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS /PERS ONS	ESTIMATED COST (USD)	SELECT ION METH OD	Busine ss Activit y Code	PREP. OF TOR & PC APPRO VAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL - EVALUATION REPORT /SHORT LIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL - COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT	Remarks	
PLANNED 1	RFPNo. PPC/C4DE/SSS/01/16	Procurement Training (CIPS Level 2)	1 firm	132,000.00	SSS	M702	N/A	N/A	N/A	N/A	N/A	3/22/16	3/25/16	3/28/16	4/8/16	4/11/16	4/12/16	4/15/16	5/16/16		
UPDATE																					
ACTUAL																					
PLANNED 2	RFPNo. PPC/C4DE/SS/02/16	Procurement Training (CIPS Level 3)	1 Firm	70,550.00	SSS	M702	N/A	N/A	N/A	N/A	N/A	3/22/16	3/25/16	3/28/16	4/8/16	4/11/16	4/12/16	4/15/16	5/16/16		
Update			N/A	-0-	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
ACTUAL																					
Planned 3	RFP No. PPC/C4DE/SSS/003/16	Development and printing of training materials	1 firm	65,000.00	SSS	M702	N/A	N/A	N/A	N/A	N/A	3/22/16	3/25/16	3/28/16	4/8/16	4/11/16	4/12/16	4/15/16	5/16/16		
Update																					
Actual																					
GRAND TOTAL				\$197,000.00																	

Prepared by:
Lady-Pokolo Andrewson
Procurement Manager

Approved by:
Mr. Joseph S.D. Suah, Sr.
Position: Director, Finance & Administration

Date: 11/28/16



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Public Procurement and Concessions Commission
Consultancy Service Procurement Plan Explanatory Notes (General)
Fiscal Year: January – December, 2016



Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1	RFP No. PPCC/CADE/SSS/001/16	Procurement Training (CIPS Level 2)	This contract package is intended to procure UNDP-CIPS for the continuation of CIPS training for procurement officers for level 2. Approximately 120 procurement officers were trained.
2	RFP No. PPCC/CADE/SSS/002/16	Procurement Training (CIPS Level 3)	This package was intended to acquire the services of CIPS to provide leve3 training for procurement practitioner. The trainer (CIPS) could not meet with its November Schedule which led to re-appropriation of the allotted funding (\$70,550.00) to other activities in the 4 th quarter's activities.
3	RFP No. PPCC/CADE/SBA/SSS/003/16	Development and printing of training materials	This contract package will be used to procure UNDP-CIPS for the development and printing of training materials.

Prepare By: PPCC Staff Kitroh
Procurement Manager

Date: 28/11/16

