

Liberia Extractive Industries Transparency Initiative (LEITI)
Procurement Plan (SBA Core Budget)
Source of Funding: GOL National Budget
Fiscal Year: 2016 - 2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	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)	ACCEPTANCE & FINANCIAL PAYMENT
PLANNED	1	IFB No. LEITI/SBA/RB/001/16/17	Petroleum Product	G4661	17,491 Gallons @ 3.50	\$61,220.00	RB	23/05/2016	27/05/2016	31/05/2016	03/06/2016	22/06/2016	27/06/2016	30/06/2016	01/07/2016	N/A	16/06/2017	30/06/2017
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. LEITI/SBA/NCB/001/16/17	Event Catering	I5621	1 firm	\$17,000.00	NCB	11/07/2016	14/07/2016	20/07/2016	25/07/2016	22/08/2016	29/08/2016	05/09/2016	13/09/2016	N/A	19/06/2017	30/06/2017
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. LEITI/NCB/002/16/17	Printing & Binding	C1811	Assorted	\$12,300.00	NCB	04/07/2016	18/07/2016	25/07/2016	29/07/2016	25/08/2016	31/08/2016	07/09/2016	20/10/2016	N/A	29/06/2017	30/06/2017
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. LEITI/RFQ/001/16/17	Security Guard Service	M8010	1 firm	\$7,200.00	RFQ	28/11/2016	02/12/2016	08/12/2016	12/12/2016	26/12/2016	29/12/2016	04/01/2017	18/01/2017	N/A	26/06/2017	30/06/2017
UPDATE																		
ACTUAL																		
UPDATE	5	IFB No. LEITI/RB/002/16/17	Advertising and Public Relations	J5813	Assorted	\$45,844.00	RB	12/07/2016	15/07/2016	22/07/2016	29/07/2016	29/08/2016	31/08/2016	08/09/2016	23/01/2017	N/A	18/06/2017	30/06/2017
ACTUAL																		
SUB TOTAL						\$143,564.00												

Prepared By: PP [Signature]
Meyer W. Saye Sr.
HEAD OF PROCUREMENT UNIT

Approved By: [Signature]
Konah D. Karmo
CHAIRMAN PROCUREMENT COMMITTEE

Date: 12/02/16



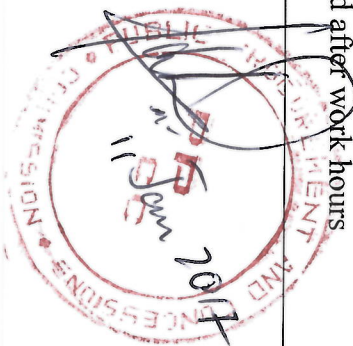
Procurement Director

Name of Entity: Liberia Extractive Industries Transparency Initiative (LEITI)

Procurement Plan Explanatory Notes (SBA)

Fiscal Year: 2016/2017

Item No.	Contract Package Code	Content of Contract Package	Content of Contract Package
1.	IFB No.LEITI/SBA/RB/001/2016/2017	Petroleum Product	This contract package will be funded from the budget line Fuel & Lubricants Vehicles and Generator. It is intended to purchase fuel coupon to be used for vehicles and Generator. The total amount allocated from the budget line fuel & Lubricants Vehicles is 46,620.00, Generator is 12,600.00 and Domestic Travel-means of Travel is 2,000.
2.	IFB No/LEITI/SBA/NCB/001/2016/2017	Event Catering	This item will be funded from the budget line Food & Catering Service and Workshop conference & symposia. This contract package is intended to hire a catering firm to provide catering service for our monthly Multi-Stakeholder Steering Group (MSG) meeting and workshop. the breakdown of the above is as follow: Food & Catering -6,000.00 and from the budget line Workshop conference & symposia- 11,00.00
3.	IFB No.LEITI/RFQ/001/2016/2017	Printing & Binding	This contract package is intended for the printing and binding of EITI 9 th Report of Liberia
4.	IFB No/LEITI/RFQ/002/2016/2017	Security Guard Service	Hiring of a security guard service to protect our office during and after work hours



5.	IFB No. LEITI/RB/002/2016/2017	Advertising and Public Relations	This item will be funded from the budget line Advertising and Public Relations and Printing Binding & Publication. This procurement will be implemented on a lot to lot basis: Lot # 1: Advertising with the total sum of 30,000.00 will be used for public service announcements, vacancy publication, jingles and dramas and advertorials. Lot # 2: Public Relations with the total sum of 11,344.00 will be used for Outreach meeting, press conferences/ releases, Editor's form/ tete-a tete and Radio talk shows and Lot # 3: -Publication with the total sum of 4,500.00 will be funded from the budget line Printing Bind & Publication and will be used to publish the 9 th EITI Report for Liberia.

Prepared By: PP [Signature]
Myer W. Saye, Sr.
Procurement Director

Date: 12/22/16

