

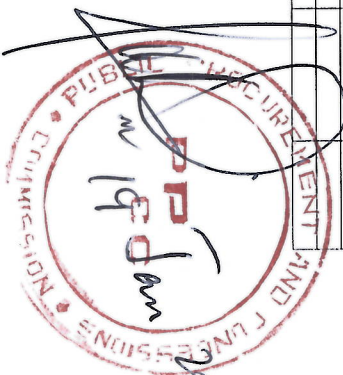
MINISTRY OF FOREIGN AFFAIRS
CORE BUDGET PROCUREMENT PLAN (Core Budget)
Source of Funding: GOVERNMENT OF LIBERIA (GOL)
Fiscal year: 2016-2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA						IMPLEMENTATION DATES													
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BIDDING DRAWINGS	PREF. OF BID DOCUMENT	PC APPROVAL & RELEASE OF BID DOC	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 & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No. MF/ANCB/00 1/16/17	Stationery	G-4761	Assorted	85,000.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No. MF/ANCB/00 2/16/17	Repairs & Maintenance Services- Vehicles	G-4520	One (1) Firm	40,000.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. MF/ARFO/00 1/16/17	Spare parts	G-4530	Assorted	10,000.00	RFQ	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/16/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB No. MF/ASS/00-1 16/17	Internet Connectivity	J-6110	1Mx(5) meg	30,000.00	SS	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No. MF/AR/00-1/ 16/17	Scratch Cards	G-4651	18,888 Pieces	85,000.00	RB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB No. MF/ANCB/00 3/16/17	Computers and Printers	G-4741	10 Sets	12,757.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB No. MF/ARFO/00 2/16/17	Other electrical appliances	G-4759	Assorted	5,000.00	RFQ	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/16/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
					Subtotal	267,757.00													

Prepared by: 
Albert L. George
Procurement Director

Approved by: 
Edward M. Essiah
ACTING MINISTER/ HEAD OF ENTITY

Date: 1/9/17



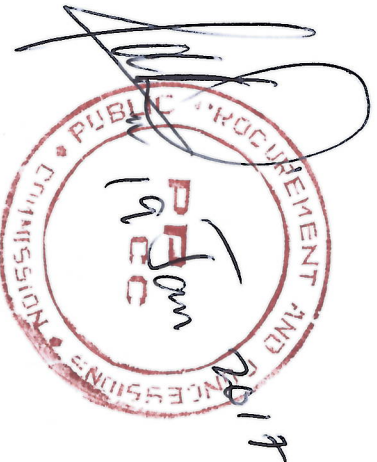
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CORE BUDGET PROCUREMENT PLAN (Core Budget)
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BASIC DATA							IMPLEMENTATION DATES												
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH 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)	REMARKS	
PLANNED	8	IFB No. MFANCB000 4/16/17	Office furniture and fixtures	G-4759	Assorted	20,000.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	9	IFB No. MFANCB000 5/16/17	Cleaning Materials	G-4773	Assorted	10,500.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	10	IFB No. MFANCB000 6/16/17	Food stuff	G-4721	Assorted	25,000.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB No. MFARFQ000 3/16/17	Medical Drugs	G-4772	Assorted	7,000.00	RFQ	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/16/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	12	IFB No. MFARB002/ 16/17	Vehicles	G-4510	Four (4)	125,000.00	RB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
PLANNED	13	IFB No. MEANCB000 7/16/17	Building Materials	G-4603	Assorted	50,000.00	NCB	4/4/2016	4/11/2016	4/25/2016	5/2/2016	5/30/2016	6/6/2016	6/13/2016	7/11/2016	N/A	6/30/2017	6/30/2017	
UPDATE																			
ACTUAL																			
						Sub total													
						237,500.00													
						Total													
						505,257.00													

Prepared By: George
Albert L. George
PROCUREMENT DIRECTOR

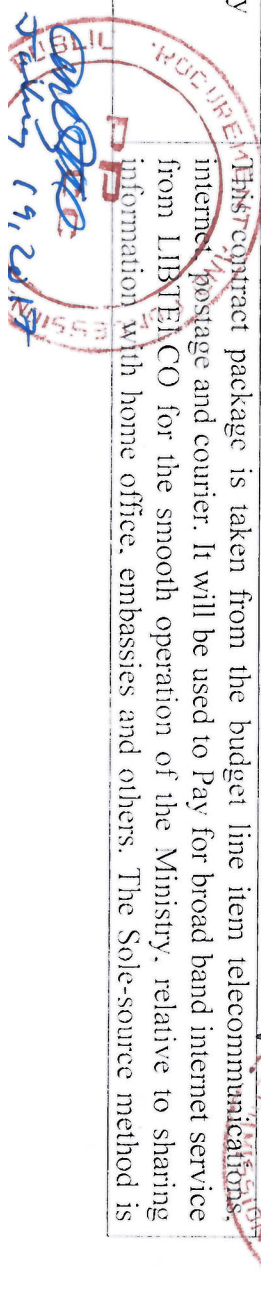
Approved by: [Signature]
Edward M. Eedah
ACTING MINISTER/ HEAD OF ENTITY

Date: 1/9/17



Ministry of Foreign Affairs
Core Budget Explanatory Notes
Fiscal Year: 2016/2017

Item No	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. MFA/NCB/001/16/17	Stationery and Office supplies	This contract package is taken from the Stationery budget line item. It is intended to procure the following stationery materials. A. A-4 Sheets.....30 Cms B. Legal Sheets.....25 Cms C. Note Pad.....25 Pks D. Stick on Pad.....10 Pks E. Ball Point Pen.....30 Pack F. Staple Pins.....4 Dozens G. Staple Pins (small size).....12 Pks H. Box Files.....12 Cms and others
2.	IFB No. MFA/NCB/002/16/17	Repairs and maintenance services- Vehicles	This contract package is taken from the Repairs and Maintenance-vehicle budget line item. It is intended to procure the following services: A. Routine and corrective maintenance of the Ministry's fleet of vehicles
3.	IFB No. MFA/RFO/001/16/17	Spare parts	This contract package is taken from the budget line item Repairs and Maintenance-vehicles. It is intended to procure items such as: A. Spare parts B. Engine oil C. Transmission oil D. Oil filter E. Gas filter F. Spark plugs and others
4.	IFB No. MFA/SS/001/16/17	Internet connectivity	This contract package is taken from the budget line item telecommunications, internet, postage and courier. It will be used to Pay for broad band internet service from LIBTELCO for the smooth operation of the Ministry, relative to sharing information with home office, embassies and others. The Sole-source method is



			being used because LIBTELCO is the sole provider of fiber optic internet service in Liberia.
5.	IFB No. MFA/RB/001/16/17	Scratch Cards	This contract package is taken from the Telecommunications, internet, postage and courier budget line item. It is intended to purchase 18,888 pieces of recharge cards at the unit cost of Four United States Dollars and Fifty Cents (US\$4.50) and will be used by senior staff and others employees of the Ministry to adequately share information.
6.	IFB No. MFA/NCB/003/16/17	Computers and printers	This contract package is taken from the Machinery and other Equipment budget line item. It is intended to purchase office equipment and machineries to enhance efficiency on the job. A. Desktop Computers B. Laptops C. Printers
7.	IFB No. MFA/RFQ/002/16/17	Other electrical appliances	This contract package is taken from the Machinery and other Equipment budget line item and will be used to purchase items such as the following: A. Air conditioners B. Stabilizers C. Extension coils D. Refrigerator
8.	IFB No. MFA/NCB/004/16/17	Office Furniture Fixtures	This contract package is taken from furniture and fixtures budget line item. It is intended to procure office furniture and fixtures such as: A. Executive chairs B. Semi executive chairs C. Executive Desks D. Visitor chairs and others as may be necessary.
9.	IFB No. MFA/NCB/005/16/17	Cleaning materials	This contract package is taken from the cleaning materials and services budget line item and will be used to procure the following items: A. Liquid soap B. Tie soap C. Small and Medium size Clorox D. Small and Medium size Dettol E. Dust pan and etc. F. Soft and hard brooms G. Commode brushes H. Commode detergent I. Hand sanitizers and others


 17.2.2017



10.	IFB No. MFA/NCB/006/16/17	Food stuff	This contract package is taken from the Entertainment. Representation and gifts budget line item. It is intended to procure the following items: A. Juices, crackers, biscuits and etc. B. Creamers, Lipton tea, coffee, powder milk for senior staff meetings and others items as may be necessary.
11.	IFB No. MFA/RFQ/003/16/17	Medical drugs	This contract package is taken from the Drugs and Medical Consumables budget line items and will be used to procure the following medical items for the Ministry's Clinic. A. Paracetamol tablets.....15 Cms B. B-C omplex Injection.....20 Boxes C. Menthol syrups.....25 Boxes D. Amoxicillin30 Boxes E. Ampicillin.....20 Boxes F. Lonart DS35 Boxes and others drugs as may be necessary.
12.	IFB No. MFA/RB/002/16/17	Vehicles	This contract is taken from the Transport Equipment budget line item. It is intended to purchase two (2) vehicles to be used by the Ministry of Foreign Affairs
13.	IFB No. MFA/NCB/007/16/17	Building materials	This contract package is taken from the repairs and maintenance service- civil works budget line item. It will be used to purchase the following items: A. Plumbing materials B. Electrical materials C. Finishing materials Gardening materials

Prepared by: George
Albert L. George
Procurement Director

Approved by: [Signature]
Edward M. Eestian
Acting Minister/ Head of Entity

