

INDEPENDENT NATIONAL COMMISSION ON HUMAN RIGHTS
Project Procurement Plan (SBA)
Source of Funding: GOL
Fiscal Year: 2016 - 2017



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																		
1	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/REQD 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	ADVANC E PAYMENT (MOBILIT Y)	DELIVERY, INSPECTION & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No. INCHR/SBA/SS/001/16-17	Fuel & Lubricant (Vehicles)	G4661	571@3.50	2,000.00	SS	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. INCHR/SBA/RFQ/001/16-17	Printing	M7410	Assorted	4,350.00	RFQ	1/5/2017	8/5/2017	16/5/2017	23/5/2017	30/5/2017	5/6/2017	12/6/2017	19/6/2017	N/A	26/6/2017	30/6/2017
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. INCHR/SBA/RFQ/002/16-17	Publication	M7310		5,070.00		1/5/2017	8/5/2017	16/5/2017	23/5/2017	30/5/2017	5/6/2017	12/6/2017	19/6/2017	N/A	26/6/2017	30/6/2017
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. INCHR/SBA/SS/002/16-17	Land	L6810	2	10,000.00	SS	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No. INCHR/SBA/SS/003/16-17	Food and Catering	L5621	1 Firm	7,905.00	SS	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. INCHR/SBA/SS/004/16-17	Vehicle Rental	N7710	1 Firm	2,150.00	SS	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
UPDATE																		
ACTUAL																		
GRAND TOTAL						31,475.00												

Signed: *Rebecca B. Kiawein*
Rebecca B. Kiawein
Procurement Officer

Date: *28/04/2017*

Approved: *Hon. Bartholomew B. Colley*
Hon. Bartholomew B. Colley
Acting Chairperson/Procurement Committee Chair



OFFICE THE CHAIRMAN

INDEPENDENT NATIONAL COMMISSION ON HUMAN RIGHTS
SBA Procurement Plan
Project Budget
Fiscal Period: 2016 - 2017

No	Description	Explanatory note
1	Fuel & Lubricants (Vehicles)	cost of purchasing 571 gallons @ \$3.50 based on the approved LPRC and MOC price for vehicles (single sourcing will be used because contract package already exists on previous procurement plan)
2	Printing	produce promotional materials (fliers, posters, banners, stickers, mega phones, T-Shirts, jackets, etc). Produce and disseminate reports, prepare monthly and quarterly report and statements.
3	Publication	Advertisement, radio talk shows, press releases, television slots, newspaper coverage, etc
4	Land	Liaise with relevant government institutions, (Land Authority, Land & Mines, National Archives) local administration, tradition chiefs and elders, youth and women and interest groups, and host communities on acquisition of two plots of land for the construction of memorials (obtain land title deeds).
5	Food and Catering	refers to food and catering services, chairs and tables rental and decoration for Memorial Dedication Program, refers to the acquisition of training materials, stationery and supplies and snacks for TRC Recommendations MACs High Level Meeting Follow up and Focal Persons Training (single sourcing will be used because contract package already exists on previous procurement plan)
6	Vehicle Rental	refers to the rental of vehicles for domestic travel to construction site and for monitoring visits by project team.

Signed: [Signature]
Procurement Officer

Approved [Signature]
Head of Entity/Chairperson of Procurement Committee

Date 28/04/2017
OFFICE OF THE
CHAIRMAN
I N C H R

