

**National Commission on Higher Education  
Procurement Plan (Core Budget)  
Source of Funding (GOL National Budget)  
Fiscal Year 2016-2017**

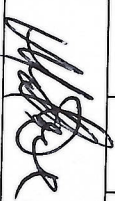
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
Fiscal Year 2016-2017																				
ITEM NO	BASIC DATA							IMPLEMENTATION DATES												Remark
	PAKCKAG E NUMBER (CODE)	Contract Package	Business activities (CODE)	QTY	Estimated cost(USD)	Proc. Method	Tech. Spec/BO Q/Drawin g	Prep. Of Bid Doc.	PC Approval of Bid Doc/Tech specs	Bid Invitation & Release of Doc	Bid Sub. & Public Opening	Sub. of Bid Evaluati on Report	PC Approval of Bid Evaluati on Report	Contract Award & Signing	Advance Payment(M obilization)	Delivery/ Inspectio n(Substa ntial completi on)	Acceptance & Final Payment			
Planned	1	IFB No. NCHE/RFQ/ 001/ 2016/17	Repairs & Maint Furniture	S-9524	Assorted	750.00	RFQ	05/02/16	05/20/16	05/31/16	06/09/16	06/20/16	06/29/16	7/12/16	07/22/16	N/A	06/30/17	06/30/17		
Update																				
Actual																				
Planned	2	IFBNo.NCH E/RFQ/002/ 2016/17	(Computers)	G-4741	10	10,000.00	RFQ	05/04/16	05/24/16	06/07/16	07/13/16	07/22/16	07/01/16	07/12/16	07/21/16	N/A	08/02/16	08/11/16		
Update																				
Actual																				
planned	3	IFBNo./NCH E/RFQ/003 2016/17	Repair & Maintenance -Generator	C-3314	1	2,439.00	RFQ	05/8/16	05/28/16	06/17/16	06/29/16	07/08/16	07/19/16	07/27/16	08/10/16	N/A	06/30/17	06/30/17		
Update																				
Actual																				
planned	4	IFBNo./NC HE/RFQ/0 04/2016/17	Repair & Maintenance Computers	S-9511	Assorted	4,000.00	RFQ	05/08/16	05/28/16	06/17/16	06/28/16	07/08/16	07/19/16	07/27/16	08/10/16	N/A	06/30/17	06/30/17		
Update																				
Actual																				
Sub-total						17,189.00														

**Procurement Plan**  
Fiscal Year 2016-2017

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Source of Funding (GOL National Budget)  
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Fiscal Year 2016-2017																				
ITEM NO	BASIC DATA							IMPLEMENTATION DATES												Remark
	PAKCKAG E NUMBER (CODE)	Contract Package	Business activities (CODE)	QTY	Estimated cost(USD)	Proc. Method	Tech. Spec/BO Q/Drawings	Prep. Of Bid Doc.	PC Approval of Bid Doc/Tech specs	Bid Invitation & Release of Doc	Bid Sub. & Public Opening	Sub. of Bid Evaluation Report	PC Approval of Bid Evaluation Report	Contract Award & Signing	Advance Payment(M obilization)	Delivery/ Inspectio n(Substa nitial completi on)	Acceptance & Final Payment			
Planned	5	IFB No./ NCHE/RB/0 001/ 2016/17	Vehicle	G-4510	1	36,000.00	RB	05/02/16	05/12/16	05/23/16	06/01/16	06/10/16	06/30/16	07/07/16	07/20/16	N/A	08/10/16	08/31/16		
Update																				
Actual																				
Planned	6	IFB No. NCHE/RFQ/ 005/2016/17	Stationery	G-4761	Assorted	7,800.00	RFQ	05/05/16	05/16/16	05/25/16	06/03/16	06/14/16	06/23/16	07/04/16	07/13/16	N/A	06/12/17	06/26/17		
Update																				
Actual																				
Grand Total						60,989														

Signed:   
Mentar Gboe/Procurement Manager

Date: 4/1/17

Approved:   
Dr. Michael P. Slawon / Chairperson-PC/NCH

Date: 01-04-2017





**Name of Entity: National Commission on Higher Education**  
**Procurement Plan Explanatory Note (Core Budget)**  
**Fiscal Year: 2016-2017**

1.	IFBNO./NCHE/RFQ/001/2016/17	Repair and Maintenance Equip Furniture	Due to the limited funding, this contract package will be used to repair, maintain offices furniture to repair and maintain printers, photo copiers etc.
2.	IFBNO./NCHE/RFQ/002/2016/17	Computers	In this contract package, we intend to purchase the below items: 1. Laptops-----6pcs 2. Desktop computers-----4pcs 3. Photo copier-----1pc 4. Printer-----4pcs
3.	IFBNO./NCHE/RFQ/003/2016/17	Repair and Maintenance-Generator	This contract package will be used for the repair and maintenance of the below item: 1. One(1) Generator 75KVA The amount of US\$61.00 was deducted from the initial amount as per the draft budget of US\$2,500.00, the approved amount is US\$2,439.00
4.	IFBNO./NCHE/RFQ/004/2016/17	Repair & Maintenance -Computers	This contract package will be used to repair and maintain offices equipment such as, laptops and desktop computers
5.	IFBNO./NCHE/RFQ/005/2016/17	Stationery	This contract package will be used to procure the below items: 1. A4paper-----30ctns 2. Cartridges-P1102-----12pcs 3. Cartridges-P1606dn-----12pcs 4. Cartridge ink 85A-----12pcs 5. Photo copier-----12pcs 6. Ball pen-----30pks 7. Manila folder-----5boxes 8. Hanging folder-----5boxes 9. Writing pad(large small)-10pks 10. Stick on pad-----30pks 11. Calculator-----12pcs 12. Recording book-----12pcs 13. Legal sheet-----10ctn 14. Etc, etc. US\$ 300.00 from workshops was added to the total appropriation of stationery which increases the appropriation of stationery to the amount of US\$7,800.00

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			<p>The amount of US\$2,500.00 was deducted from the initial amount as per the draft budget of US\$10,000.00, the approved amount is US\$7,500.00</p>
6.	IFBN0./NCHE/RB/001/2016/17	Transport Equipment	<p>This contract package is intended to be used to purchase one (1) double cabin pick-up for the Commission.</p> <p>This is an in house project; the Commission will be holding workshops to encourage increase women enrolment in higher education. It will be held in two (2) counties where community colleges are located by recreating 50 female high school students each from the two (2) counties. Speakers will be selected to present paper to encourage women matriculation to university or college after graduation.</p> <p>Detailed Budget on Workshop:</p> <ol style="list-style-type: none"> <li>1. Catering-----US\$2,545.00</li> <li>2. Transportation-----US\$2,045.00</li> <li>3. Honorius-----US\$400.00</li> <li>4. Lodging-----US\$2,390.00</li> <li>5. Workshop preparation-----US\$400.00               <ol style="list-style-type: none"> <li>a. DSA for workshop committee to the two(2) counties</li> <li>b. Communication to participants (Letters)</li> </ol> </li> <li>6. Workshop report-----US\$220.00 (printing &amp; binding)</li> </ol> <p>Total-----US\$7,780.00</p> <p>The amount of US\$7,000.00 was deducted from the initial amount as per the draft budget of US\$15,000.00, the approved amount is US\$8,000.00</p>
7.		Workshops	
8		feasibility Studies	<p>This is an in house project. That is, the Commission will conduct a data collection on all Tertiary institutions (Universities and Colleges) in the Republic of Liberia to update the enrollment of students and faculty /staff qualifications.</p> <ul style="list-style-type: none"> <li>• DSA for enumerators</li> <li>• Compile and analyze</li> <li>• Report writing and publication of statistics</li> </ul> <p>This contract package will be used to get unit from LEC to provide electricity for the office building.</p>
9.		Electricity	

Prepared by:

*[Signature]*

Department Manager/NCHE

Date:

4/1/17

*[Signature]*  
January 12, 2017

