

# **NATIONAL SOCIAL SECURITY & WELFARE CORPORATION**

## **PROCUREMENT PLAN FOR FISCAL YEAR**

**2017/2018**

**Prepared by**

**THE PROCUREMENT UNIT, NASSCORP**

Greetings:

I present my compliments and am pleased to submit the Procurement Plan for fiscal year 2017/2018 of the National Social Security and Welfare Corporation.

The plan is drawn from a cash plan that is informed by the Corporation's approved Fiscal Budget and details all of the goods, works and services to be procured over the fiscal period. The cash plan details procurement activities that are divided into two categories Procurable and Non-Procurable expenditures. Procurable items totaled US \$9,600,636.78 while the Non-Procurable items totaled US\$ 22,912,726.16 accounting for an aggregate Cash Plan amount of US\$ 31,513,362.94.

The Procurement Plan is comprised of three categories as follows:

1. The Core Budget Procurement Plan
2. The Consulting Services Procurement Plan; and
3. The SBA Procurement Plan

The rest of the document includes monetary values of the three sub plans, the relations between the Budget and the Cash Plan and explanatory notes attached to each part of the Procurement Plan.

It is the Corporation's hope that this document is worthy of your ratification.

Gartoun C. George  
Head, Procurement Unit  
NASSCORP

**TABLE I**

**DECOMPOSITION OF PROCUREMENT PLAN**

LINE	PLAN CATEGORY	AMOUNT (USD)
1	CORE BUDGET PLAN – GOODS & SERVICES	4,736,826.32
2	CONSULTING SERVICES PLAN	525,246.92
3	SBA PROCUREMENT PLAN – GOODS & SERVICES	4,338,563.54
	TOTAL AMOUNT	9,600,636.78

TABLE II

AGGREGATE BUDGET AND CASH PLAN

LINE	DESCRIPTION	AMOUNT (USD)
1	APPROVED 2017/2018 FISCAL BUDGET	31,513,362.94
2	CASH PLAN	31,513,362.94
(a)	PROCURABLE ITEMS	9,600,636.78
(b)	NON-PROCURABLE ITEMS	22,912,726.16
	COMBINED PROCURABLES AND NON-PROCURABLES	31,513,362.94

# **CORE BUDGET PROCUREMENT PLAN**

NASSCORP PROCUREMENT PLAN 2017/2018: GOODS, WORKS AND NON-CONSULTING SERVICES

NATIONAL SOCIAL SECURITY & WELFARE CORPORATION

PROCUREMENT PLAN (CORE BUDGET)

SOURCE OF FUNDING: MASSCORP Internal Revenue

FISCAL YEAR 2017/2018

1	2	3		5		6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																			
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QUANTITY	BUSINESS ACTIVITY CODE	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BDQ/O RAININGS	PREPARATION OF BID DOCUMENTS	PC APPROVAL BID DOCUMENTS /TECH	BID INVITATION & RELEASE OF BID DOCUMENTS	BID SUBMISSIO N/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. MASSCORP/RB/O 01/17/18	Vehicles Purchase	12	G-4510	300,000.00	RB	5/15/2017	5/30/2017	6/14/2017	6/15/2017	7/15/2017	7/22/2017	7/29/2017	8/27/2017	N/A	9/15/2017	9/28/2017	
UPDATE																			
ACTUAL																			

B: NON CONSULTING SERVICES

PLANNED	2	RFP NO. MASSCORP/NB/O 001/17/18	Office Equipment Maintenance	1 Firm	S-9511	27,096.00	NCB	5/16/2017	5/31/2017	6/16/2017	6/16/2017	7/16/2017	7/22/2017	7/29/2017	8/15/2017	N/A	6/30/2018	6/30/2018	
UPDATE																			
ACTUAL																			
Sub Total: US\$ 466,527.72																			

Prepared by: 

Bartam L. George  
Coordinator, General Services

Approved by: 

Mya B. Tyeagan, Jr.  
Acting Director General

Date: 8/30/17



MASSCORP PROCUREMENT PLAN 2017/2018: GOODS, WORKS AND NON-CONSULTING SERVICES

NATIONAL SOCIAL SECURITY & WELFARE CORPORATION

PROCUREMENT PLAN (CORE BUDGET)

SOURCE OF FUNDING: MASSCORP Internal Revenue

FISCAL YEAR 2017/2018

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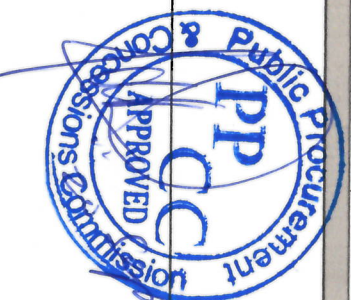
Prepared by: 

Benjamin C. Bengis  
Coordinator, General Services

Approved by: 

Myo D. Twayn, Jr.  
Acting Director General

Date: 8/30/17



MASSCORP PROCUREMENT PLAN 2017/2018: GOODS, WORKS AND NON-CONSULTING SERVICES  
NATIONAL SOCIAL SECURITY & WELFARE CORPORATION

PROCUREMENT PLAN (CORE BUDGET)

SOURCE OF FUNDING: MASSCORP Internal Revenue

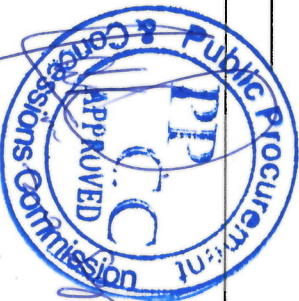
FISCAL YEAR 2017/2018

1	2	3	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
BASIC DATA																			
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QUANTITY	BUSINESS ACTIVITY CODE	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOB/O RAININGS	PREPARATION OF BID DOCUMENTS	PC APPROVAL BID DOCUMENTS /TECH SPECS	BID INVITATION & RELEASE OF BID DOCUMENTS	BID SUBMISSIO N/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	8	IFB NO. MASSCORP/NCB/O 05/17/18	Medical Laboratory Equipment	Assorted	C3250	1,000,000.00	NCB	5/15/2017	5/30/2017	6/14/2017	6/15/2017	7/15/2017	7/22/2017	7/29/2017	8/27/2017	N/A	9/15/2017	9/28/2017	
UPDATE																			
ACTUAL																			
PLANNED	9	RFP NO. MASSCORP/NCB/O 06/17/18	J.J. Roberts Property Renovation	1	F4100	1,000,000.00	NCB	5/16/2017	5/31/2017	6/15/2017	6/16/2017	7/16/2017	7/22/2017	7/29/2017	8/15/2017	N/A	8/30/2018	8/30/2018	
UPDATE																			
ACTUAL																			
PLANNED	10	RFP NO. MASSCORP/NCB/O 07/17/18	Land Acquisition	500 Acres	F-4100	1,500,000.00	NCB	5/16/2017	5/31/2017	6/15/2017	6/16/2017	7/16/2017	7/22/2017	7/29/2017	8/15/2017	N/A	8/30/2018	8/30/2018	
UPDATE																			
ACTUAL																			
Sub Total:		US\$ 3,500,000.00																	
		CORE BUDGET GRAND TOTAL : US\$ 4,724,828.62																	

Prepared by:  Garoun C. George  
Coordinator, General Services

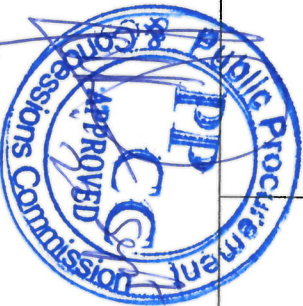
Approved by:  Nya D. Twayen  
Acting Director General

Date: 08/30/17



National Social Security & Welfare Corporation  
 General Services Department  
 Notes to Procurement Plan, FY2017/2018

Core Budget						
No	Contract Package Code	Contract Package	Description of Contract Package	Qty	P. Plan Type	Source
1	IFB NO. NASSCORP /RB/001/17/18	Vehicles Purchase	A total of 12 vehicles have been budgeted for the total amount of US\$300,000.00. One full size SUV for the DDG, 2 Mini station Wagons for Region 1 (A&B), 4 mini SUV's for ADG'S and 5 mini SUV's for Coordinators. The other nine (9) vehicles will be purchased under the Senior Management Vehicle Scheme, where eligible employees pay 40% of the cost of the vehicle and underwrite repair costs. These assignees select the vehicles that would be assigned to them under the Scheme.	12	Item 1 of Core Budget Procurement Plan, US\$300,000.00	Page xii of Budget. Item 3 under Corporate Supervision & Management
2	IFB NO. NASSCORP /NCB/001/17/18	Office Equipment Maintenance	Repair and maintenance of IT equipment such as computers, printers, scanners, UPS, and other computing machinery and peripheral equipment	1 firm	Item 2 of Core Budget Procurement Plan US\$ 27,096.00	Page 3, item 30 of budget.
3	IFB NO. NASSCORP /SS/001/17/18	Vehicle Maintenance	Maintenance services of a total of 67 vehicles at various garages on a sole source basis. The method is sole source is necessary for warranty issues and the authenticity of parts. Vendors have manufacturers' authorizations and are expected to have the capacity to respond to warranty issues, ensure the availability of authentic spare parts and provide specialized repair and maintenance services. Suppliers of specific brands will be sole sourced to provide repair and maintenance and the vehicles they supply are as follows: Africa Motors-11 Hyundai Vehicles; GBK Motors-16 Nissan vehicles; Prestige Motors-6 Ford vehicles vehicles, CICA Motors- 1 Toyota Vehicles; Elias Antoune-33 Renault vehicles. The 67th vehicle is a TATA that currently has no established after sales service in the country. the Corporation utilizes the services of a mechanic who has experience	67	Item 4 of Core Budget and item 3 on Procurement Plan, US\$139,431.72; Item 30 of Cash Plan	Page 3 item 31 of budget



2017

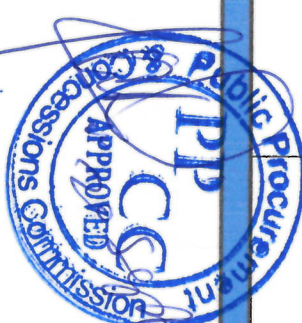
4	IFB NO. NASSCORP /NCB/002/17/18	Generator Maintenance	Maintenance of generators supplying electric power to the Central Office and Region 1 in Monrovia, as well as those in the various regional offices in the leeward counties. Generators assigned to executive management employees are included. Advertisement will be done by lots and contracts awarded to suppliers having genuine parts.	1 firm	Item 4 of Core Budget Procurement Plan, US\$82,500.96; Item 31 of Cash Plan	Page 3 Item 32 of budget
5	IFB NO. NASSCORP /SS/002/17/18	Network & Server Maintenance	Cost for the daily as well as ad hoc maintenance of the Server and entire computer network at NASSCORP Complex, 15th Street, Sinkor. This is an annual maintenance contract fee which involves regular proactive maintenance and updates of our entire network system as well as on demand repairs and support services. A firm was hired to upgrade the servers at NASSCORP to meet the current capacity. Hence, for the security of the system and for the protection of proprietary data.	1 firm	Item 6 of Core Budget Procurement Plan, US\$41,800.00; Item 34 of Cash Plan	Page 3, Item 34 of budget, labelled as System Maintenance Fees.
6	IFB NO. NASSCORP /SS/003/17/18	Internet Subscription	This takes into account Internet Connectivity activities under two categories: 1) Fixed Fiber Optic Internet and other Mobile Internet Subscription under contract from LIBTELCO. LIBTELCO is the sole provider of this service; hence, the need for sole source in line with Section (55) (a) of the PPCA. 2) Mobile Internet services for working staff in remote places and others used by corporate executives. This service is handled by Cellcom based on demand and the reason for single source is predicated upon the fact that Cellcom has already supplied the Corporation modems and other infrastructures for which it will not be economical to have a change of supplier. Also, the request is in line with Section 55 (1) (b) of the PPCA.	2 firms	Item 7 of Core Budget Procurement Plan, US\$34,000.00; Item 39 of Cash Plan	Page 3, Item 39 of budget.

Prepared by:



Gartoun C. George  
Head, Procurement Unit


August 2017

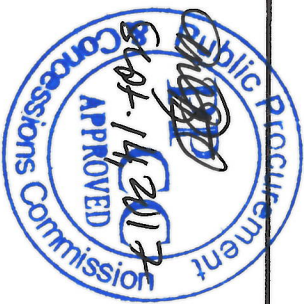


2017

**General Services Department**

## Core Budget II

No	Contract Package Code	Contract Package	Description of Contract Package	Source		
				Qty	P. Plan Type	Budget
7	IFB NO. NASSCORP/NCB/003/17/18	Beneficiary Biometrics	The acquisition of equipment to ameliorate and optimize the biometric system to authenticate beneficiaries. The impending management of the public penison system is a pertinent variable in this expenditure.		Item 5 of Core Budget Procurement Plan, US\$ 600,000.00.	Item 3 under extraordinary expenditure on page 1x of the budget.
				Assorted		
						



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