

- Procurement Plan Template for Goods, Works and Non-Consulting Services -

Name of Entity: **CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)**

PROCUREMENT PLAN : SBA

Source of Fund: GOVERNMENT OF LIBERIA


ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/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 & FINAL PAYMENT
IED 1	CARI/RB/SBA/001/20/21	Petroleum Products	1 FIRM	G4661	\$14,000.00	RB	11/2/20	11/9/2020	11/13/2020	11/18/2020	11/30/2020	12/7/2020	12/10/2020	12/21/2020	N/A	12/28/2020	6/30/2021
IED 2	CARI/RFO/001/20/21	VEHICLE INSURANCE	1 FIRM	K6511	6,000.00	RFO	11/2/20	11/9/2020	11/13/2020	11/18/2020	11/30/2020	12/7/2020	12/10/2020	12/21/2020	N/A	12/28/2020	6/30/2021
IED 3	CARI/NCB/SBA/001/20/21	SECURITY GUARD SERVICE	1 FIRM	N8010	99,600	NCB	11/2/20	11/9/2020	11/11/2020	11/13/2020	12/10/2020	12/16/2020	12/20/2020	12/25/2020	N/A	1/5/2021	06/30/2021
SUB TOTAL					119,600.00												

Prepared by: 
Procurement Director/ Manager

Approved by: 
Head of Entity/Chairman Proc. Committee

Date: 24.11.20


Dec 17, 2020


Dec 21/2020



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CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)
DRAFT CARI PROCUREMENT PLAN (CORE BUDGET) EXPLANATORY NOTE

FISCAL PERIOD: 2020-2021



NO.	PACKAGE CODE	CONTRACT PACKAGE	EXPLANATORY NOTE
1	CARI/RFQ/001/20/21	Stationary	This contract package is intended for the purchase of stationery and supplies including A4 sheets legal sheets staple pins, notepads and cartridges, etc. US\$ 6000.00 is charged to the budgetary line item stationary
2	CARI/RFQ/002/20/21	Stretch cards	This contract package is intended for the purchase of stretch card to facilitate communication. US\$ 2,500.00 is charged to the budgetary line item stretch cards.
3	CARI/RFQ/003/20/21	Domestic travel	This contract package is intended to procure local travel services, including vehicle rental, etc. US\$ 2500.00 is charged to the budgetary line item domestic travel.
4	CARI/RFQ/004/20/21	Computer software renewal	This contract package is intended to procure services and

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Dec. 17, 2020

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			software renewal
5	CAR/ RB/ 001/20/21	Agricultural Tools and Supplies	This contract package is intended to hired a firm to provide agricultural supplies and inputs, such as per-emergency herbicides, post emergency herbicide, fungicide insecticide. Note: due to the limited number of suppliers of agrichemicals the entity finds it more efficient using the restricted bidding method of procurement.
6	CAR/RFQ/005/20/21	REPAIR & MAINT. Vehicles	This contract package is intended to procure local travel services, including vehicle rental, etc. US\$ 10,000.00 is charged to the budgetary line item Repair & Maint. vehicles.

7	CAR/LCS/001/20/21	Agricultural Research	Funds on this line will be used for conducting research on agricultural processed of the country by agricultural Scientists
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Dec 17, 2020



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Dec/21/2020

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DRAFT CARI PROCUREMENT PLAN (SBA) EXPLANATORY NOTE

FISCAL PERIOD: 2020-2021



NO.	PACKAGE CODE	CONTRACT PACKAGE	EXPLANATORY NOTE
1	CARI/RB/001/20/21	PEROLEUM PRODUCTS	This contract package is intended for the purchase gallons of gasoline under the SBA Plan, based on the approved Ministry of commerce price for petroleum products, the procured gasoline and fuel will be used for CARRI's vehicles and generators. Given the number of vendors of gasoline in Liberia, the entity has decided to use the Restricted Bidding Method to in other to be more efficient.
2	CARI/RFO/SBA/001/20/21	VEHICLE INSURANCE	This contract package is intended for the procurement of vehicle insurance services for CARI Vehicles. US\$ 6,000.00 is charged to the budgetary line item vehicles insurance.
3	CARI/NCB/SBA/001/20/21	SECURITY GUARD SERVICES	This contract package is intended to procure security guard services under the SBA Plan. US\$99,600 is charged to the budgetary line item SECURITY GUARD SERVICES.

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