

Cooperative Development Agency (CDA)  
PROCUREMENT PLAN (SBA)  
Source of Funding: Gol. National Budget

Fiscal Year: 2022

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)	BUSINESS ACTIVITY CODE	CONTRACT PACKAGE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/ 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	
Planned	1	IFBNO:CD A/SBA/RB/001/2022	G-4661	Petroleum Products (Gas & Diesel)	4,570gals @ 4.20	19,194.00	RB	2/2/2022	2/7/2022	2/11/2022	2/25/2022	3/11/2022	3/18/2022	3/25/2022	3/27/2022	N/A	11/11/2022	12/30/2022	
UPDATE	1	IFBNO:CD A/SBA/RB/001/2022	G-4661	Petroleum Products (Gas & Diesel)	2,376.5gals @ 5.47	12,500	RB	5/2/2022	5/6/2022	5/12/2022	5/17/2022	5/31/2022	6/7/2022	6/14/2022	6/21/2022	N/A	11/11/2022	12/30/2022	
ACTUAL																			
PLAN NED	2	IFB: No. CDA/SBA/ RFQ/001/2022	C-1812	PRINTING BINDING & PUBLICATION	1 FIRM	2,000	RFQ	2/1/2022	2/4/2022	2/8/2022	2/25/2022	3/11/2022	3/18/2021	3/25/2022	3/27/2022	N/A	11/11/2022	12/30/2022	
UPDATE	2	IFB: No. CDA/SBA/ RFQ/001/2022	C-1812	PRINTING BINDING & PUBLICATION	1 FIRM	1,000	RFQ	5/2/2022	5/6/2022	5/12/2022	5/17/2022	5/31/2022	6/7/2022	6/14/2022	6/21/2022	N/A	11/11/2022	12/30/2022	
ACTUAL																			
Sub total						13,500													

Prepared by:

Mr. Jerome Gonkpa

Procurement Officer/ CDA

Date:

4/29/2022

Approved by:

Hon. Regina Sokan-Teah

Registrar General of Cooperatives / RL

Date:

4/29/2022

May 18, 2022

Cooperative Development Agency (CDA)  
PROCUREMENT PLAN (SBA)  
Source of Funding: GOL. National Budget

Calendar Year: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO	PACKAGE NUMBER (CODE)	BUSINESS ACTIVITY CODE	CONTRACT PACKAGE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DR AWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRAC T AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANTI AL COMPLETIO N)	ACCEPTANCE & FINAL PAYMENT	R
PLANNE D	3	IFB.No.CDA/S BA/SS/001/20 22	L-6810	OFFICE BUILDING RENTAL	3 BUILDIN GS	30,000	SS	1/10/2022	1/17/2022	1/24/2022	N/A	N/A	N/A	1/31/2022	2/7/2022	N/A	11/1/2022	12/30/2022	
UPDATE	3	IFB.No.CDA/S BA/SS/001/20 22	L-6810	OFFICE BUILDING RENTAL	3 BUILDIN GS	21,000	SS	1/10/2022	1/17/2022	1/24/2022	N/A	N/A	N/A	1/31/2022	2/7/2022	N/A	11/1/2022	12/30/2022	
ACTUAL																			
PLANNE D	4	IFB.No.CDA/S BA/Rfq/002/ 2022	L-6810	HALL RENTAL	1FIRM	2,000	Rfq	5/2/2022	5/6/2022	5/12/2022	5/17/2022	5/31/2022	6/7/2022	6/14/2022	6/21/2022	N/A	11/1/2022	12/30/2022	
UPDATE																			
ACTUAL																			
PLANNE D	5	IFB.No.CDA/S BA/Rfq/003/ 2022	I-5621	EVENT CATERING	1FIRM	6,000	Rfq	5/2/2022	5/6/2022	5/12/2022	5/17/2022	5/31/2022	6/7/2022	6/14/2022	6/21/2022	N/A	11/1/2022	12/30/2022	
UPDATE																			
ACTUAL																			
Grand Total:						42,500													

Prepared by: Jeffrey Date: 4/29/2022  
Mr. Jerome Gonkpaia  
Procurement Officer/ CDA

May 18, 2022

Approved by: [Signature] Date: 04/29/22  
(HOP, Regina Sokan-Teah  
Registrar General of Cooperatives / RL

OFFICE OF THE REGISTRAR  
GENERAL RL

[Signature]  
May 18, 2022



COOPERATIVE DEVELOPMENT AGENCY (CDA)  
SBA PROCUREMENT EXPLANATORY NOTE  
SOURCE OF FUNDING: GOL NATIONAL BUDGET  
CALENDER YEAR: 2022

PACKAGE CODE	CONTRACT PACKAGE	BUSINESS ACTIVITES CODE	DETAIL DESCRIPTION
RB/001/2022	Petroleum Products (Gas & Diesel)	G-4661	This package is intended to procure Petroleum Products to be used by CDA vehicles and generators. Upon the passage or final approval of the national budget, the amount for petroleum products was reduced to 10,000. Note; 2,500 USD was extracted from the budget line (Domestic Means of Travel) to procure fuel and it is added to this package thereby increasing the total amount to 12,500 USD.
RFQ/001/2022	Printing and Binding	C-1812	This package is intended to hire printing services to print and bind all CDA field works reports. Note: this budget was reduced to 1,000 upon the final approval.
SS/001/2022	Office Building and Rental	L-6810	This package is intended to pay the rent of three CDA office buildings, including Headquarters and two substations. Note: Upon the passage or final approval of the national budget, the amount for rent was reduced to 23,643 USD.
RFQ/002/2022	Hall Rental	L-6810	This package was extracted from the budget line workshops, conferences, seminars, and symposia and is intended to rent a hall for these events.
RFQ/003/2022	Event Catering	I-5621	This package was extracted from the budget line workshops, conferences, seminars, and symposia and is intended to hire catering services for all CDA events.

Prepared by: Jerome Gonkpala Date: 4/29/2022  
Mr. Jerome Gonkpala  
Procurement Officer/CDA

Approved by: Regina Sokan-Teah

Date: 04/29/22

Hon. Regina Sokan-Teah  
Registrar General/CDA

May 18, 2022