

GOVERNANCE COMMISSION
DRAFT PROCUREMENT PLAN (CORE BUDGET - SBA)
Source of funding: GOVERNMENT OF LIBERIA (GoL)
Budget Period: January 1 - December 31, 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA							IMPLEMENTATION DATES										
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QUANTITY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOO/ 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 L- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIALLY COMPLETE)	ACCEPTANCE & FINAL PAYMENT
PLANNED	IFB No. GC/SBA/RB/001/2 022	Petroleum Products	G4661	1,536.14 US Gallons Diesel @ \$4.20 & 1,075.30 Gallons Gasoline @ \$4.00	\$12,035.00	RB	2/7/2022	2/14/2022	2/21/2022	2/28/2022	3/14/2022	3/21/2022	3/28/2022	4/11/2022	N/A	12/16/2022	12/30/2022
UPDATE ACTUAL																	
PLANNED	IFB No. GC/SBA/RFO/001/ 2022	Stationery / Materials	G4761	Assorted	\$1,700.00	RFO	2/7/2022	2/14/2022	2/21/2022	2/28/2022	3/14/2022	3/21/2022	3/28/2022	4/11/2022	N/A	12/16/2022	12/30/2022
UPDATE ACTUAL																	
PLANNED	GC/SBA/RFO/002/ 2022	Event Catering	IS621	1 Firm	\$4,000.00	RFO	2/7/2022	2/14/2022	2/21/2022	2/28/2022	3/14/2022	3/21/2022	3/28/2022	4/11/2022	N/A	12/16/2022	12/30/2022
UPDATE ACTUAL																	
PLANNED	IFB No. GC/SBA/RFO/003/ 2022	Building Repairs & Maintenance	G4663	1 Firm	\$2,500.00	RFO	2/8/2022	2/15/2022	2/22/2022	3/1/2022	3/15/2022	3/22/2022	3/29/2022	4/12/2022	N/A	12/16/2022	12/30/2022
UPDATE ACTUAL																	
PLANNED	IFB No. GC/SBA/RFO/004/ 2022	Advertising and Public Relations	M7310	3 Firms	\$1,500.00	RFO	2/8/2022	2/15/2022	2/22/2022	3/1/2022	3/15/2022	3/22/2022	3/29/2022	4/12/2022	N/A	12/16/2022	12/30/2022
UPDATE ACTUAL																	
Grand Total					\$21,735.00												

Prepared by: 
 Quobai Z. Gayle
 PROCUREMENT DIRECTOR

Date: 01/26/22

Approved by: 
 Elizabeth W. Dorkin
 ACTING CHAIR, PROCUREMENT COMMITTEE

Date: 01/27/2022



02/02/2022
Feb. 2, 2022

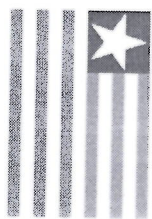
Robert W. Dorkin
Feb 6/21/2022





REPUBLIC OF LIBERIA

GOVERNANCE COMMISSION



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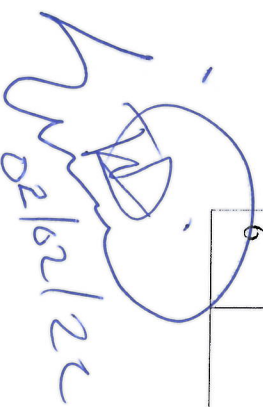
Core Budget SBA Procurement Plan Explanatory Note

Budget Year: January 1 – December 31, 2022

Item No.	Contract Package Code	Contract Package	Content of Contract Package
SBA Procurement Plan Explanatory Note			
1	IFB No. GC/SBA/RB/001/2022	Petroleum Products	This contract package will be used to procure 1,536.14 US gallons of diesel @ \$4.20 and 1,075.30 US gallons of gasoline @ \$4.00 (Total: 2,611.44 Gallons)
2	IFB No. GC/SBA/RFQ/001/2022	Stationery	This Contract Package is intended to procure the below listed Stationery items/materials. i. A4 Sheet -----25 Cartons ii. Legal Sheet-----5 Cartons iii. A4 Manila Folders-----5 packs iv. Stick on Pad-----20 Packs v. Note Pad-----6 Dozen

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			i. Ball Pens-----10 Packs ii. Staple Machine L/S-----6 Pieces iii. Staple Machine S/S-----6 Pieces iv. Staple Pin L/S-----10 Packs Staple Pin S/S-----15
3	IFB No. GC/SBA/RFQ/002/2022	Event Catering	This contract package comes from the budget line Workshops, Seminars and Symposium and will be used to Procure the Services of one (1) Catering Company or Entity to provide the following during meeting or workshop. i. Food ii. Soft Drinks iii. Bottles of Water
4	B No. GC/SBA/RFQ/003/2022	Building Repairs and Maintenance	This contract package will be used to procure the services of a firm to repair and maintain the Commission's Office Building.
5	IFB No. GC/SBA/RFQ/004/2022	Advertising and Public Relations	This Contract Package will be used to procure the services of three firms/institutions that will publish information or documents, as well as pay media practitioners or outlets for covering programs for the Commission.
6		Office Rental	This Contract Package with a value of US\$50,000.00 will be

 02/02/22

used to pay the yearly rent of the Commission.

Prepared by:



Quoquoi Z. Gayflor

PROCUREMENT DIRECTOR

Date:

01/26/22

Approved by:



Elizabeth Dorkin

ACTING CHAIR PC

Date:

01/27/2022



02/02/22