Liberia Intellectual Property Office (LIPO)

PROCUREMENT PLAN (SBA Core budget)

Source of Funding: GOL
Fiscal Year:2019/2020

1	2	3	4	5	6	7	8	9	10	11		12	13 14	15	16	17	18	
		BASIC DATA						IMPLEMENTATION DATES										
	ITE	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activi	QTY	ESTIMATED COST	PROCUREMENTMETH	TECHNICAL SPECS/	PREP. OF BID DOCUM	PC APPROVAL-BID	BID INVITATION & RELEASE	BID SUBMISSION/PUBLI	SUBMISSION OF BID EVALUATION	PC APPROVAL - BID	CONTRACT AWARD	ADVANCE PAY	DELIVERY, INSPECTI	ACC (F
PLANNED	1	IFB No. LIPO/SBA/RFQ/001/19/20	Clearing Materials & Services	G-4773	1 Firm	2,100	RFQ	6/9/19	21/9/19	30/9/19	15/10/19	12/11/19	16/11/19	18/11/19	20/11/19	N/A	25/11/19	25/6
UPDAT																		
ACTUAL																		
PLANN	2	IFB No. LIPO/SBA/RFQ/002/19/20	Stationery	G - 4761	1 Firm	3,100	RFQ	6/9/19	21/9/19	30/9/19	15/10/19	12/11/19	16/11/19	18/11/19	20/11/19	N/A	25/11/19	25/6
UPDAT																		
ACTUA																		
PLANN	3	IFB No. LIPO/SBA/RFQ/003/19/20	Internet Connectivity	J-6120	1 Firm	1,321	RFQ	6/9/19	21/9/19	30/9/19	15/10/19	12/10/19	16/11/19	18/11/19	20/11/19	N/A	25/11/19	25/6
UPDAT																		
Actual																		
TOTAL :						6,521												

[illegible] 03/09/2020 march

[illegible] 03-05-2[illegible]

Prepared by: ______________________

Procurement Director/ Manager

Approved by: ______________________

OFFICE OF THE DIRECTOR GENERAL
LIPO

Head of Entity/Chairman Proc. Cmttee

Date: 03-03-202

03-05-2020

march 9/2020

LIBERIA INTELLECTUAL PROPERTY OFFICE (LIPO)

PROCUREMENT PLAN EXPLANTORY NOTES

Fiscal Year: 2019/2020

Item No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. LIPO/SBA/RFQ/001/19/20	Cleaning Material	This Contract Package is from the budget line item Cleaning material services and it's intended to procure the following items: A. Towels .... 10 packs B. Air Freshener .... 5 Ctn C. Hand Sanitizer m/s......... 5 Ctn D. Clorox .... 3 Ctn E. Tissue .... 20 Sks F. Dettol .... 3 Doz G. Bath Soap .... 3 Doz H. Tile Soap .... 3 Ctn I. Rug Broom .... 6 pcs J. Office Broom .... 6 pcs K. Yard Broom .... 6 pcs L. Floor Mob .... 6 pcs
2	IFB No. LIPO/SBA/RFQ/002/12/20	Stationery Package	This contract package is intended to procure the following items:

mad 08/2020

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			A. A4 Sheet ………….. . 15 Cartoons B. A4 Manila Folder ……. 15 Packs C. A4 Envelope ……………… 10 Packs D. Legal Sheet …………………10 Packs E. White Envelope ………….. 10 Packs F. Note Pad ………………………… 20 Packs G. Ball Pen …………………………… 5 Packs H. Toner ……………………………….. 7 Pieces I. Stick on Pad ………………………… 10 Packs J. Marker …………………………………… 5 Packs K. Paper Glue …………………………….. 5 Packs L. Box File ………………………………….. 25 Pieces M. Cartridge 728 ………………………….. 3 pcs N. Cartridge HP 61…………………………… 10 sets
3	IFB No. LIPO/SBA/RFQ/003/19/20	Internet Connectivity	This Contract Package is from the budget line item Telecommunication & Internet service and is intended to procure internet service for six (6) months.

March 09/2020

03-05-20

			One month $220@6 =1,320.00USD

Prepared by: C. Zodoi

Procurement Director/ Manager

Approved by:

Head of Entity/Chairman Proc. Cmttee

OFFICE OF THE DIRECTOR GENERAL
LIPO
LIBERIA INTELLECTUAL PROPERTY OFFICE

Date: 03-03-202

03-05-20

March 09/2020