

Ministry of Mines and Energy  
NON - SBA PROCUREMENT PLAN  
Source of Funding: Government of Liberia  
SPECIAL FISCAL YEAR: 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																		
ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/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 - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
1	IFB NO. MME/R FO/001/SF V/2021	Scratch Cards	16120	281 pcs. @ 5.00	1,408.00	RFQ	17/05/21	31/05/21	07/06/21	03/08/21	17/08/21	24/08/21	31/08/21	07/09/21	N/A	21/09/21	31/12/21	
UP DATE																		
ACTUAL																		
2	IFB NO. MME/NCB/001/SFV/2021	Stationery Supplies	C4761	Assorted	12,544.00	NCB	17/05/21	31/05/21	07/06/21	03/08/21	31/08/21	14/09/21	28/09/21	12/10/21	N/A	26/10/21	31/12/21	
UP DATE																		
ACTUAL																		
GRAND TOTAL:					\$13,952.00													

Prepared by: James T. Snowea  
Procurement Director/ Manager

Approved by: \_\_\_\_\_

Head of Entity/Chairman Proc. Committee

Date: July 29, 2021



MINISTRY OF MINES AND ENERGY  
NOTES TO THE PROCUREMENT PLAN (CORE BUDGET)  
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA  
SPECIAL FISCAL YEAR: 2021

ITEM NO.	CONTRACT PACKAGE	Package Number/Code	PACKAGE DESCRIPTION
1.	Scratch Cards	IFB NO. MME/RFQ/001/SFY/2021	This contract package comes from the Budget Line, Telecommunication & Internet. The amount of US\$1,408.00 will be used to procure scratch cards for the use of the ministry through the RFQ Method.
2.	Stationery Supplies	IFB NO. MME/NCB/001/SFY/2021	The Ministry is to procure office stationery items through National Competitive Bidding (NCB) Method limited to the following: Paper= Ink= Envelopes= Cartridges= Box Files= Pens= Ledgers= Note Pads= Laptops= Stapler= Staple Pins= Carbon Papers= Paper Clips= Record Book= Poster Sheets= Staple Remover= Marker= Manila Folder= Memory Stick= Yellow Pad=

Prepared by: James I. Showea  
Procurement Director/ Manager

Approved by: \_\_\_\_\_

Gesler E. Murray  
Head of Entity/Chairman (Proc. Committee)

Date: July 29, 2021

