

Ministry of Mines and Energy
SBA PROCUREMENT PLAN
Source of Funding: Government of Liberia
Fiscal Year: 2020/2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA			PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSION EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION & SUBSTANTIATION	ACCEPTANCE & FINAL PAYMENT
				BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)												
PLAN NED	1	IFB NO. MME/SBA/RF Q/001/20/21	Building Materials	C4663	Assorted	1,500	RFQ	15/6/20	22/6/20	29/6/20	06/7/20	13/7/20	20/7/20	27/7/20	03/8/20	N/A	10/8/20	30/6/21
UPD ATE																		
ACTU AL																		
PLAN NED	2	IFB NO. MME/SBA/RF /001/20/21	Petroleum Products & (Diesel & Gasoline)	C4661	5,990 Gallons @ 3.50	20,968.00	RB	15/6/20	22/6/20	29/6/20	06/7/20	20/7/20	10/8/20	17/8/20	07/9/20	N/A	21/9/20	30/6/21
UPD ATE																		
ACTU AL																		
PLAN NED	3	IFB NO. MME/SBA/RF Q/002/20/21	Vehicle Rental & Lease	H4922	1 Firm	4,000.00	RFQ	15/6/20	22/6/20	29/6/20	06/7/20	13/7/20	20/7/20	27/7/20	03/8/20	N/A	10/8/20	30/6/21
UPD ATE																		
ACTU AL																		
SUB TOTAL:						26,468.00												

Prepared by:

Jamey I. Snowea

Procurement Director/ Manager

Approved by:

Cesler E. Murray

Head of Entity/Chairman Proc. Cmtee.

Date:

31/07/2020

August 17/20
R. Roberts

Ministry of Mines and Energy
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BASIC DATA																		
ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/DRAWINGS	PREP. OF BID DOCUMENT	PC - BID APPROVAL - DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC - BID APPROVAL - EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIATION)	ACCEPTANCE & FINAL PAYMENT	
PLAN NED 4	IFB NO. MME/SBA/RF Q/003/20/21	Refuse Collection	M8110	1 firm	1,500	RFQ	15/6/20	22/6/20	29/6/20	06/7/20	13/7/20	20/7/20	27/7/20	03/8/20	N/A	10/8/20	30/6/21	
UPD																		
ACTUAL																		
GRAND TOTAL:					27,968.00													

Prepared by: 
James T. Snowea
Procurement Director/ Manager

Approved by: 
Geofrey E. Murray
Head of Entity/Chairman Proc. Cmtee.



Date: 31/07/2020


31/07/2020


8/12/20

MINISTRY OF MINES AND ENERGY
NOTES TO THE SBA PROCUREMENT PLAN
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1.	Building Materials	IFB NO. MME/SBA/RFQ/001/20/21	This Contract Package derived from the Budget Line Repair and Maintenance Civil. The sum of US\$1,500 will be used to purchase civil works materials for Repair and Maintenance at MME facilities; located at Capitol Hill (Head Office) and Old Road (Liberia Geological Survey & Liberia Hydrological Service). Building materials to be procured include and not limited to: Zinc=, plank=, nail=, ceiling tide=, cement=, wire=, pipe=, shovel=, wheel barrow=, air condition=, pole=, light bulb=, stripes=, paint=, paint brush=, tinny=, wall putty=, scrapper=, roller=, white wash=, steel=, etc.
2.	Petroleum Products (Diesel & Gasoline)	IFB NO. MME/SBA/RB/001/20/21	An amount of US\$20,968.00 will be utilized for Petroleum Products. This contract package comes from the Budget Lines Fuel-Vehicles and Fuel-Generators. (Fuel-Vehicles=US\$18,968.00; Fuel-Generators=US\$2,000.00). A firm will be hired to supply the Ministry with Diesel coupons at the estimated rate of US\$3.50 per gallon using the Restricted Bidding (RB) Method.
3.	Vehicle Rental & Lease	IFB NO. MME/SBA/RFQ/002/20/21	This Contract Package, Vehicle Rental & Lease, is from the Budget Line Domestic Travel - Means of Travel; the amount of US\$4,000 is apportioned for vehicle rental for MME personnel local field trips.
4.	Refuse Collection	IFB NO. MME/SBA/RFQ/003/20/21	This package in the sum of US\$1,500.00 is intended toward garbage collection and disposal.

Prepared by:


James I. Snowea
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Approved by:



Gesler E. Murray
Head of Entity/Chairman Proc. Cmtee.


Date:


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5.	Office Building Lease	-	Due to insufficient office space, the Ministry over the years signed contracts with individuals for office building & lease and planned to maintain such contracts for Fiscal Year 2020/2021. US\$42,500 will be utilized for such building & lease. These buildings are located on the Old Road, Sinkor (Liberia Geological Survey & Liberia Hydrological Service). This package derives from the Budget Line Office Building Rental and Lease.
6.	Provision of Sewage Services	-	This package will be provided to the Ministry by the Liberia Water and Sewer Corporation (LWSC). The sum of US\$7,000 is paid directly through the Finance Section of the Ministry. This package derives from the Budget Line Water and Sewage.

Prepared by: 
James A. Snowea
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Approved by: 
Gester E. Murray
Head of Entity/Chairman Proc. Committee



Date: 31/07/2020


8/12/20

2020 Aug 17/2020
