

MINISTRY OF FOREIGN AFFAIRS
SMALL BUSINESS ACT PROCUREMENT PLAN (SBA-Core Budget)
Source of Funding: GOVERNMENT OF LIBERIA (GOL)
Fiscal year: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	17	18	19	20
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	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	REMARKS
PLANNED	1 IFB No. MFA/SBA/RB/001/22	Airline tickets	N-7911	Four(4) firms	100,000.00	RB	12/20/2021	12/27/2021	1/3/2022	2/9/2022	3/11/2022	3/18/2022	3/25/2022	4/4/2022	N/A	11/4/2022	11/3/2022	
UPDATE																		
ACTUAL																		
PLANNED	2 IFB No. MFA/SBA/RFO/001/22	Vehicle Rental	N-7710	One(1) Firm	8,000.00	RFO	12/20/2021	12/23/2021	12/27/2021	2/8/2022	2/15/2022	2/22/2022	3/1/2022	3/8/2022	N/A	3/22/2022	10/21/2022	
UPDATE																		
ACTUAL																		
PLANNED	3 IFB No. MFA/SBA/RB/002/22	Petroleum Products	G-4661	7165.2 gal @3.80	27,000.00	RB	12/20/2021	12/27/2021	1/3/2022	2/9/2022	3/11/2022	3/18/2022	3/25/2022	3/28/2022	N/A	4/14/2022	15-11-22	
UPDATE																		
ACTUAL																		
PLANNED	4 IFB No. MFA/SBAS/001/22	Internet	J-6110	One(1) Firm	15,000.00	SS	12/21/2021	12/28/2021	1/4/2022	2/1/2022	3/4/2022	3/11/2022	3/18/2022	3/25/2022	N/A	4/8/2022	11/17/2022	
UPDATE																		
ACTUAL																		
PLANNED	5 IFB No. MFA/SBA/RFO/002/22	Repair and	F-4100	One(1) firm	15,000.00	RFO	12/22/2021	12/29/2021	1/5/2022	2/4/2022	2/11/2022	2/18/2022	2/25/2022	3/11/2022	N/A	3/18/1933	10/17/2022	
UPDATE																		
ACTUAL																		
PLANNED	6 IFB No. MFA/SBA/RFO/003/22	Supply of Uniform	C-1410	Assorted	10,000.00	RFO	12/22/2021	12/29/2021	1/6/2022	2/4/2022	2/11/2022	2/18/2022	2/25/2022	3/11/2022	N/A	3/18/2022	10/17/2022	
UPDATE																		
ACTUAL																		
				TOTAL	175,000.00													

Prepared By: 
Cyrus G. Pahn, Sr.
PROCUREMENT DIRECTOR

Approved by: 
Dee Maxwell Saah Kemjah, Sr.
MINISTER

Date: Jan 16, 2022

Jan 27, 2022



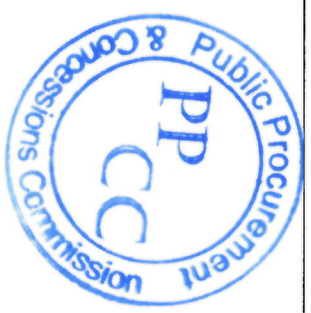
Jan 27, 2022



MFA-2020/2021 SBA PROCUREMENT PLAN EXPLANATORY NOTE

No.	Code	Contract Package	Contents
1	IFB No.MFA/SBA/RB/001/22	Airline tickets	This contract package is taken from the Foreign Means of Travel budget line item. It is intended to procure air tickets for senior MFA officials attending the UN, AU, ECOWAS General and other important foreign assignments of the Ministry of Foreign Affairs for the budget year 2022.
2	IFB No. MFA/SBA/RFQ/001/22	Vehicle Rental Service	This package is taken from the Domestic means of travel budget line . It is intended to procure the service in the very context of the contract package which has to do with rental of vehicle to facilitate local movement during visitation of foreign guest to Liberia for the budget year 2022
3	IFB No. MFA/SBA/RB/002/22	Petroleum Products	This contract package was derived from the budget lines (fuel & Lubricant vehicle and Generator) and is intended to to procure petroleum products (Diesel fuel & Gasoline) and lubricants for the Ministry' consumption for the budget year 2022.
4	IFB No. MFA/SBA/SS/001/22	Internet Service Provision	This contract package is taken from the Internet Provider Service budget line item and will be used to procure service in the context of the contract package for the budget year 2022/2023. The Single Source(SS) procurement method is being considered on ground that that LIBTELCO the Government of Liberia entity responsible for the provision of fiber optic internet service is anticipated to be contract.
5	IFB No. MFA/SBA/RFQ/002/22	Repair and maintenance service-CIVIL	The concerned contract package will be used to procure civil works of repair and maintenance nature at the Ministry for the Budget year 2022
6	IFB No. MFA/SBA/RFQ/003/22	Supply of uniforms	The concerned contract package as taken from the budget line uniforms and specialised clothes will be used to procure uniforms for : Security, Passport and protocol staff at the Ministry for the budget year 2022

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Jun, 27, 2022



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