

MINISTRY OF POSTS AND TELECOMMUNICATIONS  
PROCUREMENT PLAN (SBA Core Budget)  
SOURCE OF FUNDING - GOL NATIONAL BUDGET  
FISCAL YEAR 2020/2021

| 1          | 2        | 3                             | 4                             | 5                          | 6      | 7                    | 8                  | 9                             | 10                    | 11                               | 12                                  | 13                             | 14                                  | 15                                  | 16                       | 17                             | 18  | 19                           | 20      |
|------------|----------|-------------------------------|-------------------------------|----------------------------|--------|----------------------|--------------------|-------------------------------|-----------------------|----------------------------------|-------------------------------------|--------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------------|---|------------------------------|---------|
| BASIC DATA |          |                               |                               |                            |        |                      |                    | IMPLEMENTATION DATES          |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
|            | ITEM NO. | PACKAGE NUMBER (CODE)         | CONTRACT PACKAGE              | Business Registration Code | QTY    | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/DOC/ DRAWINGS | PREP. OF BID DOCUMENT | PC BID APPROVAL - DDC/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 (SUBSTANTIAL COMPLETION) | ACCEPTANCE E & FINAL PAYMENT | REMARKS |
| PLANNED    | 1        | IFB NO.MPT/SBA RFQ 003/20/21' | Air Ticket                    | N7911                      | 1 Firm | 9,644                | RFQ                | 7/1/20                        | 7/15/20               | 7/27/20                          | 8/3/20                              | 8/10/20                        | 8/17/20                             | 8/28/20                             | 9/9/20                   | N/A                            | 6/16/21                                       | 6/30/21                      |         |
| UPDATE     |          |                               |                               |                            |        |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
| ACTUAL     |          |                               |                               |                            |        |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
| PLANNED    | 2        | IFB NO.MPT/SBA RFQ 003/20/21' | Event Catering                | H5621                      | 1 Firm | 500                  | RFQ                | 7/3/20                        | 7/17/20               | 7/28/20                          | 8/4/20                              | 8/11/20                        | 8/18/20                             | 9/1/20                              | 9/15/20                  | N/A                            | 6/15/21                                       | 6/30/21                      |         |
| UPDATE     |          |                               |                               |                            |        |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
| ACTUAL     |          |                               |                               |                            |        |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
| PLANNED    | 3        | IFB NO.MPT/SBA RFQ 003/20/21' | Printing and Binding services | C1812                      | 1 Firm | 10,000               | RFQ                | 7/1/20                        | 7/15/20               | 7/27/20                          | 8/3/20                              | 8/10/20                        | 8/17/20                             | 8/28/20                             | 9/9/20                   | N/A                            | 6/16/21                                       | 6/30/21                      |         |
| UPDATE     |          |                               |                               |                            |        |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
| ACTUAL     |          |                               |                               |                            |        |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |
| Sub-Total  |          |                               |                               |                            |        | 20,144               |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                              |         |

Prepared By: F.3.09/22/18c  
Floyd N. Foirvolo  
Director/Procurement

Date: 11/08/2020

9/9/20

Approved By: [Signature]  
Hon. Cooper W. Kruah, Sr. (Chair)  
Head / Procurement Committee

Date: 11/08/2020  
11/9/2020

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PROCUREMENT PLAN (SBA Core Budget)  
SOURCE OF FUNDING - GOL NATIONAL BUDGET  
FISCAL YEAR 2020/2021

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|------------|----------|------------------------------|---------------------------------------|----------------------------|---------------------|----------------------|--------------------|-------------------------------|-----------------------|----------------------------------|-------------------------------------|--------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------------|---|----------------------------|---------|
| BASIC DATA |          |                              |                                       |                            |                     |                      |                    | IMPLEMENTATION DATES          |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                            |         |
|            | ITEM NO. | PACKAGE NUMBER (CODE)        | CONTRACT PACKAGE                      | Business Registration Code | QTY                 | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/DOC/ 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 (SUBSTANTIAL COMPLETION) | ACCEPTANCE & FINAL PAYMENT | REMARKS |
| PLANNED    |          | IFB NO.M/PT/SBA RB 001/20/21 | Petroleum Product (diesel & gasoline) | G4661                      | 2,033.9 gal. @ 2.95 | 6,000                | RB                 | 7/10/20                       | 7/17/20               | 7/29/20                          | 8/28/20                             | 9/11/20                        | 9/25/20                             | 10/9/20                             | 10/23/20                 | N/A                            | 6/17/21                                       | 6/28/21                    |         |
| UPDATE     |          |                              |                                       |                            |                     |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                            |         |
| ACTUAL     |          |                              |                                       |                            |                     |                      |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                            |         |
|            |          | Subtotal                     |                                       |                            |                     | 6,00.00              |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                            |         |
|            |          | Grand Total                  |                                       |                            |                     | 26,144.00            |                    |                               |                       |                                  |                                     |                                |                                     |                                     |                          |                                |   |                            |         |

Prepared By: F. S. 09/24/85  
Floyd N. Foiryolo  
Director/Procurement

Date: 11/08/2020

9/9/20

Approved By: [Signature]  
Hon. Cooper W. Kruah, Sr. (Cllr)  
Head / Procurement Committee

Date: Dec. 11, 2020

9/9/20



MINISTRY OF POST AND TELECOMMUNICATIONS  
PROCUREMENT PLAN EXPLANATORY NOTES (SBA Core Budget)  
FISCAL YEAR: 2020/2021

| Item NO | Contract package Code         | Contract Package            | Content of Contract Package  |
|---------|-------------------------------|-----------------------------|--|
| 1.      | IFB NO.MPT/SBA/RFO/001/20/21' | Air Ticket                  | This Procurement package is from the budget line Foreign Travel - Means of Travel and it is intended to procure air tickets for travels to the following conferences:<br>A. UPU Conference<br>B. ATU<br>C. Financial Services<br>D. WAPCO<br>E. PAPU   |
| 2.      | IFB NO.MPT/SBA/RFO/002/20/21' | Event Catering              | This contract package comes from the budget line Workshop, Conference, Symposia & Seminars and it is intended to hire a firm to perform catering services for these events: Workshop, Conference, Symposia & Seminars.   |
| 3.      | IFB NO.MPT/SBA/NCB/003/20/21' | Printing & Binding Services | This Procurement Package comes from the budget line Printing, Binding and Publications and is intended to procure the following items:<br>A. Postal receipt Books for Counters Agents-----200pcs<br>B. Post cards-----20pcs<br>C. Season Greeting cards-----30pcs<br>D. Year-end Calendars-----100pcs<br>E. Letter heads for Ministers-----7reams<br>F. Call Cards for Ministers-----7 boxes |

Prepared By: F.S.07/22/18  
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9/9/20

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Hon. Cooper W. Kruah, Sr. (Cllr)  
Head of Procurement Committee

9/9/2021

MINISTRY OF POST AND TELECOMMUNICATIONS  
PROCUREMENT PLAN EXPLANATORY NOTES (SBA Core Budget)  
FISCAL YEAR: 2020/2021

| Item NO                           | Contract package                       | Contract Package  |
|-----------------------------------|--|---|
| 4.<br>IFB NO.MPT/SBA/R8/001/20/21 | Petroleum Products (gasoline & diesel) | <p>This Procurement package is from budget lines fuel and lubricant – vehicles and it is intended to procure Petroleum Product (diesel and gasoline) from Ministry budget @2.95 will constitute a value 2,711.9 gallons. The prices of petroleum products are determined by National Government and coupons are usually procured in dollars. The products will be used for the following:</p> <p>A. 4 -----three mail vans<br/>B. 8 -----motors bikes<br/>C. 250KVA ----Generator<br/>D. Utilities<br/>E. 1-----Employees Bus</p> |

Prepared by: F.3.09/22/186  
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9/2/20

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Head of Procurement Committee

9/9/2020  
[Signature]