


National Investment Commission
Procurement Plan - SBA
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	20
	Item	Code	Cont. Package	Business Activity Code	Qty	Est. Cost(USD)	Procure Method	Tech. Specs	Prepare Bidding Documents	Entry/PC App'l	Advertise	Bid Sub/Pub. Opening Same Date	Bid Eva Reports	Entry Pc App'l	Cont. Award/ Signature	Advance Payment/L C	Delivery	Acceptance & Final Payment	Remarks
Planned	1	RFQ No./NIC/SBA/001/20/21	Food Stuff	G 4/11	Assorted	2,000.00	RFQ	1-Aug-20	15-Aug-20	22-Aug-20	5-Sep-20	19-Sep-20	26-Sep-20	3-Oct-20	26-Oct-20	NIL	23-Nov-20	30-Jun-21	
Update																			
Acct.																			
Planned	2	RFQ No./NIC/SBA/002/20/21	Catering Services	15621	1 Firm	1,340.00	RFQ	1-Aug-20	15-Aug-20	22-Aug-20	5-Sep-20	19-Sep-20	26-Sep-20	3-Oct-20	26-Oct-20	NIL	23-Nov-20	30-Jun-21	
Update																			
Acct.																			
Planned	3	RFQ No./NIC/SBA/003/20/21	Vehicle Insurance	K6512	1 Firm	1,998.00	RFQ	4-Aug-20	18-Aug-20	25-Aug-20	8-Sep-20	22-Sep-20	29-Sep-20	6-Oct-20	27-Oct-20	NIL	24-Nov-20	30-Jun-21	
Update																			
Acct.																			
Planned	4	IFB No./NIC/SBA/RB/001/20/21	Security Guard Services	N8010	1 Firm	10,440.00	RB	16-Aug-20	30-Aug-20	13-Sep-20	11-Oct-20	8-Nov-20	22-Nov-20	29-Nov-20	14-Dec-20	NIL	25-Jan-21	30-Jun-21	
Update																			
Acct.																			
Planned	5	RFQ No./NIC/SBA/004/20/21	Scratch Cards	J 6190	852pcs	4,260.00	RFQ	4-Aug-20	18-Aug-20	25-Aug-20	8-Sep-20	22-Sep-20	29-Sep-20	6-Oct-20	27-Oct-20	NIL	24-Nov-20	30-Jun-21	
Update																			
Acct.																			
Planned	6	RFQ No./NIC/SBA/005/20/21	Internet Services	J 6120	1 Firm	7,500.00	RFQ	5-Aug-20	19-Aug-20	26-Aug-20	9-Sep-20	23-Sep-20	30-Sep-20	7-Oct-20	28-Oct-20	NIL	25-Nov-20	30-Jun-21	
Update																			
Acct.																			
Planned	7	RFQ No./NIC/SBA/006/20/21	Repair & Maint. of Air Conditioners	S9522	1 Firm/Individual	1,400.00	RFQ	7-Aug-20	14-Aug-20	21-Aug-20	4-Sep-20	18-Sep-20	25-Sep-20	2-Oct-20	23-Oct-20	NIL	6-Nov-20	30-Jun-21	
Update																			
Acct.																			
		Total				\$ 28,938.00													

Prepared By: 
Boimah K. Gibson
Head of Procurement/NIC


Approved by: 
Molevutah B. Gray Esq.
Chairman/Chairperson Proc. Comm'tt/NIC

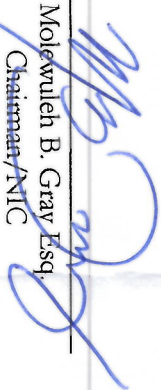
Date: Oct. 20, 2020


10/28/20

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PROCUREMENT PLAN Explanatory Notes SBA
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Item NO.	Contract Package Code	Contract Package	Content	Estimated Amount (USD)
1.	RFQ No: NIC/SBA/001/20/21	Food Stuff	Food Stuff is separated from the budget item Food and Catering Services to be single package to purchase food items from a reputable Supermarket for the Commission.	\$2,000.00
2.	RFQ No: NIC/SBA/002/20/21	Catering Services	The Management will hire a Catering firm to render Catering Services for in house workshop, and Training Programs from the budget line item Food and Catering Services.	\$1,340.00
3.	RFQ No: NIC/SBA/003/20/21	Vehicle Insurance	The Management will hire an insurance firm the National Competitive Bidding process to provide Insurance services for the Commission's eight (8) vehicles per the amount indicated for this package.	\$1,998.00
4.	RFQ No: NIC/SBA/RB/001/20/21	Security Guard Services	The amount indicated under this package is geared towards hiring a Security firm to provide security personnel to protect NIC Offices and Assets.	\$10,440.00

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Boimah K. Gibson
Head of Procurement/NIC

Approved By: 
Molewuleh B. Gray Esq.
Chairman/NIC

Date: Oct 20, 2020



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5.	RFQ No: NIC/SBA/004/20/21	Scratch Cards	The amount allocated to this Budget Line item will utilized towards purchase of scratch cards for use by the Commission for official communication purposes.	\$4,260.00
6.	SS No: NIC/001/20/21	Internet Services	The internet Services will be provided the GOL through LIBTECO to the Commission for the amount allocated.	\$7,500.00
7	RFQ No: NIC/RFQ/005/20/21	Repair & Maintenance of Air Conditioners.	Repair & Maintenance of Air Conditioners is disintegrated from the package of Repair & Maintenance of Mach, Equip. & Furniture. Management will hire a firm render repair services of NIC air conditioners through the request for quotations for FY- 2020/2021.	\$1,400.00
Total				\$28,938.00

**** NON-Residential Building (Office Building):** The National Investment Commission has an existing contract with the Outland family for the use of the building currently hosting the Commission. Amount indicated under this budget package is, One hundred twenty five thousand United States dollars (\$ 125,000.00).

**** Local Staff Training:** The NIC staff will undertake professional training at the Liberia Institute of Public Administration (LIPA) under this budget item (Staff Training- Local) in the estimated amount of Four Thousand Five Hundred United States Dollars (\$ 4,500.00).

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Head of Procurement/NIC

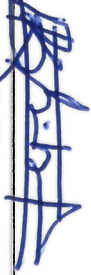
Approved By: 
Molewuleh B. Gray Esq.
Chairman/NIC

Date: Oct. 20, 2020


10/28/20

National Investment Commission
SBA PROCUREMENT PLAN - Consultancy services
 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	20	
BASIC DATA								REQUEST FOR PROPOSALS AND APPROVAL OF AWARD												
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS REGISTRATION CODE	No. of FIRMS / PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT		
PLAN/ED	1	RFP No./NIC/FBS/001/20/21	Agricultural Sector Profile Dev.	M6910	1 Firm	11,700.00	FBS	4-Jul-20	25-Jul-20	15-Aug-20	29-Aug-20	5-Sep-20	19-Sep-20	26-Sep-20	3-Oct-20	24-Oct-20	31-Oct-20	7-Nov-20	21-Nov-20	30-Jun-21
UPDATE																				
ACTUAL																				
PLAN																				
UPDATE																				
ACTUAL																				
GRAND TOTAL						11,700.00														

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Approved By: 
 Molewuleh B. Gray Esq
 Chairman/Chairperson Proc. Committee/NIC

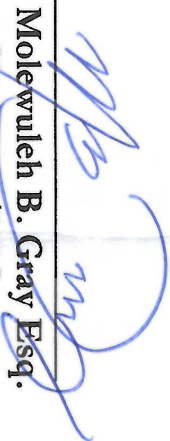
Date: Oct 20, 2020


 10/25/20

National Investment Commission
PROCUREMENT PLAN Consultancy Services Explanatory Notes SBA
Source of Funding: Government of Liberia
Fiscal Year: 2020/2021

Item NO.	Contract Package Code	Contract Package	Content	Estimated Amount (USD)
1.	RFP No. NIC/SBA/FBS/001/20/21	Agricultural Sector Profile Dev.	<i>Management will hire a qualified firm or individual to perform research work on the agricultural sector profile development with regards to the budget item Consultancy Service with the indicated amount.</i>	\$11,700.00

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Approved By: 
Molewuleh B. Gray Esq.
Chairman/NIC

Date: Dec 20, 2022


12/28/20