

House of Representatives
Procurement Plan (SBA National Budget)
Source of Funding: Government of Liberia National Budget
Fiscal Year: 2024

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH 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		
PLAN	1	IFB No. GoL.HOR/SBA/RB/001/2024	Petroleum Products (Diesel & Gasoline)	G-4661	450,918.83 gallons	1,832,351	RB	04/03/24	04/10/24	04/17/24	04/24/2024	05/22/24	05/29/24	05/31/24	06/08/24	N/A	N/A	12/31/24		
UPDATE					651,222.55	2,625,000														
ACTUAL																				
PLAN	2	IFB No.GoL.HOR/SBA/NCB/001/2024	Printing services	C-1812	1 Firm	150,380	NCB	04/03/24	04/10/24	04/17/24	04/24/2024	05/22/24	05/29/24	05/31/24	06/07/24	N/A	N/A	12/31/24		
UPDATE						3,000														
ACTUAL																				
PLAN	3	IFB No.GoL.HOR/SBA/RFQ/001/2024	Vehicles Rental	N7710	1Firm	5,730	RFQ	06/10/24	06/12/24	06/14/24	07/01/24	07/03/24	07/04/24	07/08/24	07/10/24	N/A	N/A	12/31/24		
UPDATE																				
ACTUAL																				
Sub total						4,616,461														

Signed: 
Jarwee M. Saywon
Head of Procurement Unit



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May 31, 2024



Approved: 
Hon. J. Marvin Cole
Chairman
Procurement Committee



House of Representatives
 Procurement Plan (SBA National Budget)
 Source of Funding: Government of Liberia National Budget
 Fiscal Year: 2024

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	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES												REMARKS
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH 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		
PLAN	4	IFB No.GoL.HOR/SBA/NCB/002/2024	Food Stuff	G-4711	Assorted	10,000	NCB	06/10/24	06/12/24	06/14/24	07/01/24	07/03/24	07/04/24	07/08/24	07/10/24	N/A	N/A	12/31/24		
UPDATE																				
ACTUAL																				
PLAN	5	IFB No.GoL.HOR/SBA/RB/002/2024	Insurance	K-651	1 Firm	71,000	RB	06/10/24	06/12/24	06/14/24	07/01/24	07/03/24	07/04/24	07/08/24	07/10/24	N/A	N/A	12/31/24		
UPDATE						71,000														
ACTUAL																				
Sub total						152,000														
GRAND TOTAL						4,768,461														

Signed:

Jarwee M. Saywom
 Head of Procurement Unit



Handwritten signature
 May 31, 2024

Approved:

Hon. J. Marvin Cole
 Chairman
 Procurement Committee



House of Representatives
Procurement Plan Explanatory Notes (SBA National Budget)
Fiscal year: 2024

Item No.	Contract package code	Contract package	Content of contract package
1	IFB No. GoL.HOR/SBA/RB/001/2024	Petroleum Products	<p>This object of procurement package is intended to procure the following quantities of petroleum products for the Honorable Members, Offices of the Speaker and Deputy Speaker of the House of Representatives:</p> <p>I. Speaker Additional for D/Speaker and Members</p> <p style="padding-left: 20px;">a. Pms-----\$ 31,707 @4.03-----7,867.74gals</p> <p style="padding-left: 20px;">b. ago-----\$ 20,300@4.56-----4,451.75 gals</p> <p>II.D/Speaker <u>D/Speaker</u></p> <p style="padding-left: 20px;">a. Pms-----\$ 26,914@4.03-----6,678.41gals PMS-----20,000 @4.03-----4,962.77gals</p> <p style="padding-left: 20px;">b. Ago-----\$ 10,030 @4.56-----2,199.56gals Ago-----5,000 @@4.56-----1,098.49gals</p> <p>III.Members <u>Members</u></p> <p style="padding-left: 20px;">a. PMS-----\$ 1,500,000 @4.03-----372,208.43gals PMS-----2,600,000.00 @4.03-----645,161.29gals</p> <p style="padding-left: 20px;">b. Ago-----\$ 100,000@4.56-----21,929.82gals <u>2,625,000 .00</u> <u>651,222.55</u></p> <p style="padding-left: 20px;">c. LBO-----\$ <u>143,400@4.03</u>-----<u>35,583.12gals</u></p> <p>Total -----\$<u>1,832,351</u>-----<u>450,918.83gallon</u></p> <p>Note: Legislative Budget Office has a Transfer of US\$1,046,571 for operation, out of that amount, USD \$143,400 for Fuel and Gasoline.</p>
2	IFB No.GoL.HOR/SBA/NCB/001/2024	Printing Services	<p>This object of Procurement package is from the budget line of Printing, Binding and Publication and intended to procure the following assorted items:</p> <p>Lot-1</p> <p style="padding-left: 20px;">a. Letter Head for Statutory Committee Heads-----150 BXS</p> <p style="padding-left: 20px;">b. General Letter Head for Members-----300 BXS</p> <p style="padding-left: 20px;">c. Letter Head for Speaker and Deputy Speaker-----20 BXS</p> <p style="padding-left: 20px;">d. Letter Head for the Office of the Chief Clerk & Deputy Chief Clerk-----40 BXS</p> <p style="padding-left: 20px;">e. Finance Department and Procurement Department-----30 BXS</p> <p style="padding-left: 20px;">f. Transmittal pad-----40 BXS</p>



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 May 31, 2024



3	IFB No.GoL.HOR/SBA/RFQ/001/2024	Vehicles Rental	This object of Procurement package is from budget line Domestic- Means and intended to hire vehicles services for the Offices of the Deputy Speaker for local travel. a. Total unit of Vehicles for D/Speaker-----15 Unit
4	IFB No.GoL.HOR/SBA/NCB/002/2024	Food Stuff	This object of procurement package is from the budget line Entertainment, Representation and Gifts and is intended to procure the following for the office of the Speaker: f. Bottle of Water (small) -----20 sack g. Bottle of Water (small) -----20 sack h. Biscuits mix -----20 CTN i. Biscuits mix -----20 CTN Other Mix snack -----40 PCS
5	IFB No.GoL.HOR/SBA/RB/002/2024	Insurance	This object of procurement package is from the budget line personnel Insurance, and intended to hire Insurance firm to insurance employees of the House of Representatives central administration staff.

Signed:

Jarwee M. Saywon
Director of Procurement



May 31, 2024

Approved:

Hon. J. Marvin Cole
Chairman
Procurement Committee

