

MINISTRY OF MINES AND ENERGY
UPDATED & FINAL PROCUREMENT PLAN (SBA Core budget)
Source of Funding: Government of Liberia
Fiscal Year: January 1, 2024 – December 31, 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/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		
								DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	DD/MM/YY	
PLANNED	1	IFB NO.MME/SBA/RB/001/2024	Petroleum Products (Diesel & Gasoline)	G4661	6,686.6 Gallons. @ \$5.01	33,500.00	RB	20/03/24	21/03/24	25/03/24	23/04/24	15/05/24	22/05/24	29/05/24	14/06/24	N/A	03/07/24	31/12/24		
UPDATE		IFB NO.MME/SBA/RB/001/2024	Petroleum Products (Diesel & Gasoline)	G4661	17,370 Gallons @ \$4.28	74,344.50	RB	20/03/24	21/03/24	25/03/24	16/04/24	16/05/24	20/05/24	22/05/24	05/06/24	N/A	19/06/24	31/12/24		
ACTUAL																				
PLANNED	2	IFB No: MME/SBA/NCB/001/2024	Rep. & Maint. of Non - Resident. Bldg.	F4100	1 Firm	52,000.00	NCB	20/03/24	21/03/24	25/03/24	23/04/24	21/05/24	28/05/24	31/05/24	21/06/24	N/A	03/07/24	31/12/24		
UPDATE		IFB No: MME/SBA/NCB/001/2024	Rep. & Maint. of Non -Resident. Bldg.	F4100	1 Firm	310,700.00	NCB	20/03/24	21/03/24	25/03/24	16/04/24	16/05/24	20/05/24	22/05/24	05/06/24	N/A	19/06/24	31/12/24		
ACTUAL																				
PLANNED	3	IFB NO. MME/SBA/NCB/002/2024	Printing & Binding Services	C1812	1 Firm	11,000.00	NCB	20/03/24	21/03/24	25/03/24	23/04/24	21/05/24	28/05/24	31/05/24	21/06/24	N/A	03/07/24	31/12/24		
UPDATED SUB TOTAL:						396,044.50														

Prepared by: James T. Snowea
Procurement Director/ Manager

WJMP
6/13/24


Approved by: Wilmot J.M. Paye
Head of Entity/Chairman Proc. Cmttee

Date: 11/06/2024




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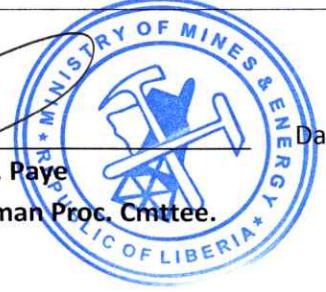

ITEM NO.	CONTRACT PACKAGE	CONTRACT CODE	PACKAGE DESCRIPTION
1.	Petroleum Products	IFB NO. MME /SBA/RB/001/2024	<p>This contract package comes from the budget lines, Fuel and Lubricants- Vehicle in the amount of \$15,000.00 USD, Fuel and Lubricants-Generator in an amount of \$13,500.00 USD and Domestic Means of Travel, \$5,000.00 USD. The summation of all the three amounts is \$33,500.00 USD and will be used to hire a firm to supply the MME with Gasoline and Diesel in coupons.</p> <p>Fuel & Lubricant-Vehicle amount is increased by \$32,344.50 USD amounting to \$47,344.50. Fuel and Lubricants-Generator was increased by \$11,500.00 USD amounting to \$25,000.00 USD. Additional \$2,000.00 USD is added from the Budget Line Domestic Travel Means of Travel. The summation of the three Budget Lines (Fuel & Lubricant-Vehicle & Fuel and Lubricants-Generator & Domestic Travel Means of Travel) is \$74,344.50 USD. The Ministry will hire a firm to supply the MME with Gasoline and Diesel in coupons for fiscal year 2024.</p>
2.	Repair and Maintenance of Non-Residential Building	IFB NO. MME/SBA/NCB/001/2024	<p>This package comes from the budget line Repairs and Maintenance – Civil is intended for the renovation of MME Buildings – Central Office at Capitol Hill, Liberia Hydrological Service and Liberian Geological Survey annexes on the Old Road, Sinkor. The amount of \$52,000.00 USD will be used to hire a firm to perform exclusive renovation services on the Ministry’s facilities as indicated above.</p> <p>This package comes from the budget line Repairs and Maintenance – Civil is intended for the renovation of MME Buildings – Central Office at Capitol Hill, Liberia Hydrological Service and Liberian Geological Survey annexes on the Old Road, Sinkor. The amount of \$52,000.00 USD was increased by \$258,700.00 USD amounting to \$310,700.00 to be used to hire a firm to perform exclusive renovation services on the Ministry’s facilities as indicated above.</p>
3.	Printing & Binding Services	IFB NO. MME/SBA/NCB/002/2024	<p>This package Printing & Binding comes from the budget line Printing, Binding & Publications Services. It is intended for printing of the Ministry’s Letter Heads, Headed Envelopes, Revenue & Expenditure reports, vouchers, official receipts, GDO booklets and binding of annual reports in the amount of \$11,000.00 USD. The amount of \$3,500.00 USD was subtracted from the Budget Line for Publication Services.</p>

Prepared by: _____

James T. Snowea
 Procurement Director/ Manager

WJE
6/13/24

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Wilmot J.M. Paye
 Head of Entity/Chairman Proc. Cmtee.

Date: 11/06/2024

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PLANNED	4	IFB NO. MME/SBA/RFQ/001/2024	Publication Services	J5813	1 Firm	3,500.00	RFQ	20/03/24	21/03/24	25/03/24	23/04/24	07/05/24	15/05/24	22/05/24	29/05/24	N/A	12/06/24	31/12/24		
UPDATE																				
ACTUAL																				
PLANNED	5	IFB NO. MME/SBA/RFQ/002/2024	Refuse Collection	E3811	1 Firm	5,000.00	RFQ	20/03/24	21/03/24	25/03/24	23/04/24	07/05/24	15/05/24	22/05/24	29/05/24	N/A	12/06/24	31/12/24		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB NO. MME/SBA/RFQ/003/2024	Food Stuffs	G4711	1 Firm	10,000.00	RFQ	20/03/24	21/03/24	25/03/24	23/04/24	07/05/24	15/05/24	22/05/24	29/05/24	N/A	12/06/24	31/12/24		
UPDATE																				
ACTUAL																				
UPDATED SUB TOTAL:						18,500.00														

Prepared by: James T. Snowea
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James T. Snowea
 6/13/24

Approved by: Wilmot J.M. Payne
 Head of Entity/Chairman Proc. Committee.



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ITEM NO.	CONTRACT PACKAGE	CONTRACT CODE	PACKAGE DESCRIPTION
4.	Publication Services	IFB NO. MME/SBA/RFQ/001/2024	This Contract Package Publication Services come from the Budget Line Printing, Binding and Publication Services in an amount of 3,500.00 USD . The Ministry intends to utilize this contract package to procure publication services for Fiscal Year 2024. This amount (\$3,500.00) was subtracted from the above Budget Line.
5.	Refuse Collection	IFB NO. MME/SBA/RFQ/002/2024	The amount of 5,000.00USD is charged towards Garbage Collection and Disposal and it comes from the budget line Refuse Collection.
6.	Food Stuffs	IFB NO. MME/SBA/RFQ/003/2024	This Contract Package Food Stuffs come from the Budget Line Food and Catering Services in an amount of 10,000.00 USD . The Ministry intends to utilize this contract package to procure food stuffs, rice, and other food items for the employees and senior staff during the festival season / Fiscal Year 2024.

Prepared by: James T. Snowea
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6/13/24

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 Head of Entity/Chairman Proc. Cmtee

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PLANNED	IFB NO. MME/SBA/RFQ /004/2024	Vehicles Repair & Maintenance Services	G4520	1 Firm	4,283.00	RFQ	DD/MM/YY 20/03/24	DD/MM/YY 21/03/24	DD/MM/YY 25/03/24	DD/MM/YY 23/04/24	DD/MM/YY 07/05/24	DD/MM/YY 15/05/24	DD/MM/YY 22/05/24	DD/MM/YY 29/05/24	N/A	DD/MM/YY 12/06/24	DD/MM/YY 31/12/24		
UPDATE	IFB NO. MME/SBA/RFQ /004/2024	Vehicles Repair & Maintenance Services	G4520	1 Firm	10,000.00	RFQ	DD/MM/YY 20/05/24	DD/MM/YY 27/05/24	DD/MM/YY 27/05/24	DD/MM/YY 29/05/24	DD/MM/YY 05/06/24	DD/MM/YY 07/06/24	DD/MM/YY 10/06/24	DD/MM/YY 17/06/24	N/A	DD/MM/YY 12/06/24	DD/MM/YY 31/12/24		
ACTUAL																			
UPDATED GRAND TOTAL					\$424,544.50														

Prepared by: James T. Snowea
 Procurement Director/ Manager

Approved by:


 Wilmot J. M. Payne
 Head of Entity/Chairman Proc. Committee.



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7.	Vehicle Repair and Maintenance Services	IFB NO. MME/SBA/Rfq/004/2024	This procurement package comes from the budget line, Repair and Maintenance - Vehicles, in the sum of US\$4,283.00 . It is intended to be used for the repair and maintenance of the Ministry fleet of vehicles for the Fiscal Year 2024. An increase amount of \$5,717.00 USD to a summation amount US\$10,000.00 . It is intended to be used for the repair and maintenance of the Ministry fleet of vehicles for the Fiscal Year 2024.
8.	Office Building Rental & Lease	-	Due to insufficient office space, the Ministry over the years signed contracts with individuals for office building & lease and planned to maintain one of those contracts for Fiscal year 2024. The cost of office building & lease for the Ministry's sub office, the Liberia Geological Survey (LGS) located on the Old Road in the amount of 52,000.00 USD .
9.	Provision of Sewage Services	-	This package will be provided to the Ministry by the Liberia Water & Sewer Corporation (LWSC). The sum amount \$3,000.00 USD is paid directly through the Finance and Budget Section of the Ministry. This package derives from the Budget Line Water and Sewage.
10.	Electricity	-	This package comes from the Budget Line Electricity and will be provided to the Ministry by the Liberia Electricity Corporation (LEC). The amount of \$7,000.00 USD is paid to the Liberia Electricity Corporation (LEC) for the provision of electricity to the Ministry.

Prepared by: _____
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Approved by: _____ Date: 11/06/2024
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