

MONROVIA CONSOLIDATED SCHOOL SYSTEM [MCSS]

PROCUREMENT PLAN FOR FISCAL YEAR 2012 – 2013

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Item	Code	Cont. Package	Qty.	Est. Cost	Procurement Method	Tech Spec	Prepare Bidding Document	Entity/PC App. 1	Advertise Release Doc.	Bid Sub/Publish Opening	Bid Eva. Report	Entity PC App II	Cont. Award/Signature	Advance Payment	Delivery	Acceptance Final Payment	Remarks
Planned	1	IFB,NO,MCSS/N CB/001/12-13	Educ. Material & Supply	Assorted *	113,373	NCB	8/22/12	9/3/12	9/10/12	9/19/12	10/22/12	10/23/12	11/7/12	12/3/12	2/1/13	3/1/13	5/20/13	
Update																		
ACT.																		
Planned	2	IFB,NO,MCSS/SS /001/12-13	Electricity	*	5,041	SS	8/22/12	N/A	9/10/12	N/A	N/A	N/A	10/1/12	11/7/12	N/A	2/20/13	5/11/13	
Update																		
ACT.																		
Planned	3	IFB,NO,MCSS/N CB/002/12-13	Laboratory/Consumable	Assorted *	10,500	NCB	8/17/12	9/17/12	9/24/12	10/5/12	11/9/12	11/13/12	12/7/12	1/8/13	3/14/13	5/6/13	6/19/13	
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Item 1 * → Chalks, Papers, Stencils, Memo ink

Item 2 * → Administrative Building [MCSS Central Office - LEC]

Item 3 * → Scientific Materials for various MCSS Schools Labs.

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Planned	4	IFB,NO,MCSS/SS/002/12-13	Rent/Lease *	2	10,000	SS	8/20/12	9/17/12	9/24/12	N/A	N/A	N/A	12/10/12	1/8/13	N/A	5/7/13	6/20/13	
Update																		
ACT.																		
Planned	5	IFB,NO,MCSS/NCB/003/12-13	Petroleum *	1,000 gals	70,000	NCB	8/20/12	9/7/12	9/26/12	10/18/12	11/12/12	11/26/12	12/10/12	1/21/13	3/19/13	5/8/13	6/21/13	
Update																		
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Planned	6	IFB,NO,MCSS/SS/003/12-13	Water / Sewage	*	3,000	SS	N/A	N/A	9/26/12	10/8/12	N/A	N/A	N/A	N/A	N/A	5/2/13	6/5/13	
Update																		
ACT.																		
Planned	7	IFB,NO,MCSS/NCB/004/12-13	Printing & Publication	Assorted *	50,000	NCB	8/22/12	9/10/12	9/28/12	10/11/12	11/15/12	11/20/12	12/13/12	1/24/13	3/21/13	5/10/13	6/25/13	
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Item 4 * → Various existing leases of school buildings (2)

Item 5 * → Fuel & Gas

Item 6 * → Water Supply – Payment done from Ministry of Finance to Water & Sewage Corporation

Item 7 * → Printing materials such as Report Cards for 30 MCSS Schools, Letter Heads, Physical Education materials for students.

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Planned	8	IFB,NO,MCSS/ RFQ/002/12-13	Communication	100 Pcs. *	1,574	RFQ	8/27/12	9/13/12	10/1/12	10/15/12	10/19/12	12/3/12	12/17/12	1/28/13	3/25/13	5/6/13	6/27/13	
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Planned	9	IFB,NO,MCSS/ RFQ/003/12-13	Repair/ Maint. Machine Equipment	15 Pcs. *	3,927	RFQ	8/15/12	9/3/12	9/20/12	10/5/12	10/10/12	12/21/12	12/26/12	1/16/13	3/12/13	5/2/13	6/5/13	
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Planned	10	IFB,NO,MCSS/ RFQ/004/12-13	Veh./Insurance*	4 *	7,000	RFQ	8/20/12	9/10/12	9/24/12	10/5/12	10/8/12	12/24/12	12/26/12	1/17/13	3/13/13	5/13/13	6/4/13	
Update																		
ACT.																		
Planned	11	IFB,NO,MCSS/ RFQ/005/12-13	W/shop, Seminar	3	2,513	RFQ	8/22/12	9/12/12	9/24/12	10/19/12	11/21/12	12/24/12	12/26/12	1/15/13	3/13/13	5/14/13	6/10/13	
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Item 8 * → Scratch Cards for Administration.

Item 9 * → 15 Pieces of Office Equipment

Item 10 * → Insurance Services have been rendered the entity for the past years by vendor and there is no need to change to someone else.

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Planned	12	IFB,NO,MCSS/N CB/005/12-13	Stationeries *	assort	116,873	NCB	8/22/12	9/3/12	9/10/12	9/19/12	10/22/12	10/23/12	11/7/12	12/3/12	3/21/13	5/10/13	5/27/13	
Update																		
Act.																		
Planned	13	IFB,NO,MCSS/N CB/006/12-13	Cleaning Mats. *	assort	25,887	NCB	8/13/12	9/3/12	9/19/12	10/1/12	10/31/12	11/5/12	11/16/12	12/17/12	1/16/13	2/18/13	5/10/13	
Update																		
Act.																		
Planned	14	IFB,NO,MCSS/R FQ/006/12-13	Gifts *	30	1,000	RFQ	8/20/12	9/12/12	9/24/12	10/19/12	11/21/12	12/24/12	12/27/12	1/10/13	3/13/13	6/10/13	6/12/13	
Update																		
Act.																		
Planned	15	IFB,NO,MCSS/N CB/007/12-13	Vehicle Service / Repair	4 *	13,000	RFQ	8/27/12	9/18/12	10/18/12	11/19/12	12/19/12	1/2/13	2/16/13	3/8/13	5/1/13	6/12/13	6/25/13	
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Item 12* → Papers, Book, Computer ink, Papers clips, Envelope, Poster sheets, etc.

Item 13* → Cleaning materials for various schools such as soap, dettol, wiper, wheel barrow, etc.

Item 14* → Gifts to each of the school Principals at the end of the fiscal year for job well done

Item 15* → To maintain four [4] of the system's vehicles.

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Planned	16	IFB,NO,MCSS/RFQ/007/12-13	Employee Award	assort	1,960	RFQ	8/15/12	9/3/12	9/20/12	10/5/12	10/10/12	12/21/12	12/26/12	1/16/13	3/12/13	5/2/13	6/5/13	
Update																		
Act.																		

Signed: _____
Director/Procurement

Date: _____

Approved: _____
Superintendent

Date: _____