

ANNEXURE. 1

NPC ANNUAL PROCUREMENT PLAN - FY2017/18

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NATIONAL PLANNING COMMISSION

Items Description	Methods of Procurement	Code of Procurement	Planned Delivery Date	Quantities to be Delivered	Unit Price	Value of Procurement	Budgeted Amount	SAB (bidding)/Source Code	Optional Field
									Comments
GOODS									
General Office Supplies	Request for Sealed Quotations	RSQ	April 17 - March 18	18728	NS26.70	NS500,000.00	NS500,000.00	022	Provision for General Office Supplies such as tender box, tonners,printing papers, pens etc.
Photocopy hire and supplies	Open Advertising Bidding - National	OAB-N	July - March 18	3	NS56,666.00	NS200,000.00	NS200,000.00	025	Hiring of Photocopy machines
Cleaning Materials	Request for Sealed Quotations	RSQ	April 17 - March 18	8286	NS30.17	NS250,000.00	NS250,000.00	022	Provision for Cleaning Materials/ equipments
Protective Clothing and Uniforms	Execution by Public Entry	EPE	August 17 - November 17	78	NS1,282.05	NS100,000.00	NS100,000.00	022	Provision for Uniform and protective clothes
IT and Computers equipments	Ristricted Bidding	RB	July 17 - September 17	213	NS1,877.93	NS400,000.00	NS400,000.00	025	Provision of IT and computer equipments
News papers, periodicals and books	Direct Procurement	DP	April 17 - March 18		NS250,000.00	NS250,000.00	NS250,000.00	022	Provision of newspapers, periodicals and books to NPC
WORKS									
Maintenance of building	Ristricted Bidding	RB	April 17 - March 18	0	NS300,000.00	NS300,000.00	NS300,000.00	025	Provision for general building maintenance
CONSULTANCY SERVICES									
NON-CONSULTANCY SERVICES									
Servicing and repair of vehicles	Ristricted Bidding	RB	April 17 - March 18	0	NS1,080,000.00	NS1,080,000.00	NS1,080,000.00	023	Vehicles Servicing fees, and Repair and Maintenance of NPC Fleet
Fuels, lubricants and licencing fees	Direct Procurement	DP	April 17 - March 18	0	NS1,204,000.00	NS1,204,000.00	NS1,204,000.00	023	Provision for fuels, daily tariffs and licencing fees
Utilities	Direct Procurement	DP	April 17 - March 18	0	NS2,882,000.00	NS2,882,000.00	NS2,882,000.00	024	Provision for water, electricity, couler Telephones
Printing and Advertising	Request for Sealed Quotations	RSQ	July 17 - March 18	0	NS1,065,000.00	NS1,065,000.00	NS1,065,000.00	027	Printing of NDPS, IP, Development Budget book/M & E promotional material and M&E Framework & Manual,Printing and designing of the project appraisal guidelines, Advertising of positions and procurement purposes
Training, courses, workshops and symposium/ Campaigns	Request for Sealed Quotations	RSQ	July 17 - November 17	12	NS1,576,000.00	NS1,576,000.00	NS1,576,000.00	027	Provision of venue and catering services for NDPS campaigns, workshop on budget preparation, NDPS reporting template and monitoring modalities, workshop for policy focal persons, awareness workshop on Public Policy guidelines, Training on Budgetlines for Appraisal of Capital Projects, Training on socio-economic analysis, workshop to solicit inputs on Decentralization policy, Logistics string committee workshop, Development planning manual workshop, Training on Windows server 2012/16 and SharePoint training, Training in Advanced computer literacy (Microsoft office suite e.g. excel), Training in data collection methods and analysis, Training on financial budget and management, induction of the NPC's Commissioners.
Entertainment, Refreshment, Corporate Gifts and Donations, and Others	Request for Sealed Quotations	RSQ	April 17 - March 18	7	NS119,000.00	NS119,000.00	NS119,000.00	027	Provision for Entertainments, refreshments, Corporate Gifts and Donations under various main divisions
Air tickets	Execution by Public Entry	EPE	April 17 - March 18	0	NS723,757.00	NS723,757.00	NS723,757.00	021	Provision of flight tickets under various main divisions
Refuse removal	Open Advertising Bidding - National	OAB-N	August 17 - November 17	1	NS700,000.00	NS700,000.00	NS700,000.00	024	Provision of refuse removal at NPC

Items Description	Methods of Procurement	Code of Procurement	Planned Delivery Date	Quantities to be Delivered	Unit Price	Value of Procurement	Budgeted Amount	Sub-division/Source Code	Comments
Maintenance and servicing of computer equipments	Request for Sealed Quotations	RSQ	August 17 - October 17	1	NS100,000.00	NS100,000.00	NS100,000.00	025	servicing of laptops, servers, printers and clean-up of server room
S/A - IT services/ computer licences	Direct Procurement	DP	April 17 - March 18		NS100,000.00	NS100,000.00	NS100,000.00	025	S/A for IT support services and licensing fees
Subscriptions and membership fees	Direct Procurement	DP	April 17 - March 18	1	NS374,000.00	NS374,000.00	NS374,000.00	041	Membership/ subscriptions fees to DDEP, IBRD, CRT-nuggets
Subsidies to NSA	Execution by Public Entity	EPE	April 17 - March 18	12	NS105,984,000.00	NS105,984,000.00	NS105,984,000.00	043	Transfer of subsidy to NSA
TOTAL						NS117,907,757.00	NS117,907,757.00		

SIGNATURE:

HEAD: PROCUREMENT MANAGEMENT UNIT

CHAIRPERSON: PROCUREMENT COMMITTEE

FINANCIAL ADVISOR

CHAIRMAN: PROCUREMENT COMMITTEE

