

Entity: Office of His Excellency the Governor General and Staff

Procurement Plan for Financial Year: 2013/14

0350 - Statutory

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Drugs & Medical Supplies (panadol, exceedrin, rubbing alcohol etc.)			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Food & Drinks (Coffee, tea, juice grocery etc)			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Colthing , Bedding (Linen, tablecloth,napkin etc.)			N	LT	Q2 - Q3	Q2 -Q3	Q2 -Q3	
	Subscriptions to Magazines, Periodical, official publication etc.			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Stationery (pen, paper, ink etc.)			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Fuel, Oil & Lubricants			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Motor Vehicle, Boats and Aircraft			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Electrical Materials & Fittings			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Toilet Articles (mops, broom, chemicals etc.)			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Ironmongery Cutlery Utensils & General Stores			N	LT	Q2 & Q4	Q2 & Q4	Q2 & Q4	
	Argricultural & Gardening Supplies& Services (plants, seeds, hose etc.)			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	

	Cooking Fuel			N	D	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Miscellaneous (HE's flag, pennents, other goods and services)			N	LT	Q2	Q2	Q2	
	Purchase of Double Cab Pick-up			N	LT	Q2	Q2	Q2	
	Purchase of Landscaping Equipment			N	LT	Q1	Q2	Q2	
	2. Works								
	Repairs to Government Offices			N	LT	Q2 -Q3	Q2 -Q3	Q2 -Q3	
	Replacement of Fuel Tank			N	LT	Q2	Q2	Q2	
	Retro-fitting of Containers into Office Space			N	LT	Q2	Q2	Q2	
	Installation of Perspect in Ballroom			N	LT	Q1	Q1	Q2	
	Repairs to Perimeter Fencing			N	LT	Q1	Q1	Q2	
	3. Non-consulting services								
	Courier Services			N	D	Q2 -Q4	Q2 -Q4	Q2 -Q4	
	Maintenance of Telecom Equipment			N	D	Q2	Q2	Q2	
	Licence/Taxes			N	G to G	Q1 & Q3	Q1 & Q3	Q1 & Q3	
	Laundry & Cleaning			N	D	Q1 - Q4	Q1 - Q4	Q1 - Q4	

	Repairs to Service Vehicles			N	LT	Q1 & Q4	Q1 & Q4	Q1 & Q4	
	Insurance Motor Vehicle			N	LT	Q2 & Q4	Q2 & Q4	Q2 & Q4	
	Wireless, Cable & Postal Charges			N	D	Q3 & Q4	Q3 & Q4	Q3 & Q4	
	Printing & Photocopying Services			N	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Official Entertainment (meetings, luncheon etc.)			N	LT	Q2 -Q4	Q2 -Q4	Q2 -Q4	
	Repair & Maintenance of Computer Hardware			N	D	Q1 - Q4	Q1 - Q4	Q1 - Q4	
	Transportation (Haulage)			N	D	Q1 - Q4	Q1 - Q4	Q1 -Q4	
	Airconditioning Servicing			N	LT	Q1 - Q4	Q1 - Q4	Q1 -Q4	
	Elevator Servicing			N	LT	Q1 - Q4	Q1 - Q4	Q1 -Q4	
	Janitorial Servicing			N	LT	Q1 - Q4	Q1 - Q4	Q1 -Q4	
	Pest Control Service			N	LT	Q1 - Q4	Q1 - Q4	Q1 -Q4	
	Waste Disposal			N	LT	Q1 - Q4	Q1 - Q4	Q1 -Q4	
	Locksmith Services			N	D	Q2	Q2	Q2	
	Maintenance of Security System			N	LT	Q2 & Q4	Q2 & Q4	Q2 & Q4	
	Fire Protection Supplies & Service			N	LT	Q1 - Q4	Q1 - Q4	Q1 -Q4	

