

Entity: Ministry of Local Government and Community Development
Procurement Plan for year 2013 / 2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification	Proc. Method [1]	Estimated dates			Status & Comments[2]
				Y / N		Publication	Award	Start	
	1. Goods								
1	Repair and Maintenance of Computer Hardware			N	LCB/RFQ	QTR1 - QTR4			
2	Acquisition of AMANDA software licence and other software	2	2	N	LCB/RFQ	QTR1-QTR4			
3	Implementation of Wide area network	1	1	N	LT/RFQ	QTR1-QTR4			
e	Development and Maintenance of Websites	Unit		N	LT/RFQ	QTR1 - QTR4			
5	Computer Software for the Pension Unit	Unit	1	N	LCB	QTR1			
6	Computers for the Pension Unit	Unit	4	N	LCB	QTR2			
7	Scanner for the Pension Unit	Unit	1	N	LCB	QTR1			
8	Computers for the Local Government Reform Unit	Unit	15	N	RFP	QTR2			
9	IP Switches for Local Government Reform Unit	Unit	2	N	RFP	QTR2			
10	Amanda Module LGR Unit	Unit	1	N	RFP	QTR2			
11	Accounting Software for LGR Unit	Unit	1	N	RFP	QTR2			
12	Project 2010 for LGR Unit	Unit	10	N					
13	Inventory Software for the Admin Unit	Unit	1	N	LCB	QTR2			
14	Payroll software for Technical Service Unit	Ea	1	N	LCB	QTR2			
15	Maintenance of Telecom Equipment	Unit	146	N	LCB	QTR1-QTR4			

16	Maintenance of Air Conditioning Unit	Unit	xx	N	LCB	QTR1-QTR4			contract
17	Fire Protection Supplies and Services	Bldg 1 & 2	1	N	LCB	QTR1-QTR4			
18	Switchboard	Unit	1	N	LCB	QTR2			
19	Small equipment and appliances			N	RFQ/LT/LCB	QTR1	QTR1	QTR1	
20	Radios for all members of the Communication Unit	Unit	2	N	RFQ				
21	Servicing of safes, cabinets	unit	4	N					
22	Contractual servicing of Printers, Photocopiers & typewriters			N	LCB				
23	Contractual Security Services	Hours		N	LCB	QTR1	QTR1	QTR1	
24	Contractual Janitorial Services	unit	1	N	LCB	QTR4	QTR4	QTR4	\$172,130.18 per month
25	Maintenance of Bathroom facilities			N	RFQ	QRT 1	QRT 2	QRT 3	as the needs arise
26	Electrical repairs, plumbing			N	RFQ	QRT1	QRT 2	QRT4	as the needs arise
27	Redesigning of office spaces to accommodate new staff			N	RFQ/LT/LCB	QTR1&2	QRT3	QRT4	as the needs arise
28	Ergonomic furniture for new offices	unit	6	N	RFQ	QTR3		QRT 4	
29	Ramp to accommodate customers in wheel chair	unit	2	N	RFQ	QTR2			
30	Tinting of Windows	unit	30	N	RFQ	QTR1			
31	Installation of Building 2 roof			N	LCB		QRT3		
32	Procurement of Solar System			N	LCB	QTR2	QRT3	QRT4	
33	Maintenance of Premises			N	RFQ/Direct	QRT 1	QRT 2	QRT 3	as the needs arise
34	Maintenance of Motor Vehicles			N	RFQ/Direct	QRT 1-2	QRT 2	Qrt 3	as the needs arise

35	Inks and Tonners			N	RFQ/Direct	QRT 1 - QRT 4			as the needs arise
36	Fuel, oil and Lubricant			N	RFQ/Direct	QTR1-4			monthly
37	Textbooks and Reference Books for Technical Services Unit			N	RFQ/Direct	QTR3			
38	Newspaper subscription			N	Direct	QTR1			
39	Stationery and Office Suplies			N	RFQ	QTR1-4			
40	Printing and Photocopy Services			N	RFQ/Direct	QTR1-4			
41	Updating Laws	Unit		N	Direct	QTR1	QTR1	QTR1	
42	Ziplaw CD	unit	1	N	Direct	QTR 1	QTR 1	QTR 1	
43	Purchasing of Revised Laws	Unit	1	N	Direct	QTR 1			
44	PR Initiatives (Newsletter)	Unit	4	N	LT	QTR1-4			
45	Local Government Month activities			N	LCB/LT/RFQ	QTR2			
46	Videography services for the Ministry and Ministreial activities			N					
47	Refreshments & training material for Local Authorities Communicators meetings/training	Monthly	12	N	RFQ	QTR 1			
48	Branded Press Kits for launches, functions & Press Conferences			N		QTR1-4			
49	Workshop for Local Authorities (Communication Unit)			N	LT/RFQ				
50	Publication of Sectorial Presentation		200	N	LT/RFQ				
51	Training for members of staff	Ea	25	N	Direct	QRT 1	QTR 1	QTR 1	
52	Training for members of staff	Ea	15	N	Direct	QTR 2	QTR 2	QTR 2	
53	Training & Workshop for members of staff	Ea	27	N	Direct	QTR 3	QTR 3	QTR 3	

54	Training & Workshop for members of staff	Ea	30	N	Direct	QTR 4	QTR 4	QTR 4	
55	Training arrangements for staff, Local Authorities & Agencies			N	LCB/RFQ/Direct				
56	Team building workshop for members of staff of LA's and key operatives in the PDCs			N	RFP	QTR2			
57	CFTC Specialized training			N	RFP	QTR2			
58	CFTC Municipal Management Workshop/Seminar			N	RFP	QTR2			
59	Commonwealth fund for Technical Cooperation (CFTC) Leadership Development			N	RFP	QTR1			
60	Advertisements		12	N					
61	Food & Drink			N	RFQ/Direct				
62	Drugs & Medical Supplies			N	RFQ/Direct				
	2. Works								
1	Engineering Services for Barnett Street Fire Station	Ea	3	N	LCB	QTR1	QTR1	QTR1	
2	Installation of Solar Water Heater for Infirmaries, St. Elizabeth, Portland, St Mary	Ea	3	N	ICB	QTR1	QTR1	QTR1	
3	Installation of Solar Electrical Panel for Infirmaries, St Elizabeth, Portland, St. Mary	Ea	3	N	ICB	QTR1	QTR1	QTR1	
4	Installation of Solar Water Heater for Infirmary, St. Thomas	Ea	1	N	LCB	QTR1	QTR1	QTR1	
5	Installation of Electrical Panel for Infirmary, St Thomas	Ea	1	N	LCB	QTR3	QTR3	QTR4	
	3. Equipment								
1	Office Furniture & Other Equipment	Lot	100	N	LCB	QTR3	QTR3	QTR4	
2	Repair to Machine & Equipment	Ea	1	N	RFQ/OF	QTR4	QTR4	QTR4	
3	Wheelbarrows, machetes and other related equipment	Lot	1	N	LCB	QTR2	QTR2	QTR2	

	4. Consulting Services								
1	Local Consultancy (GIS service)	Ea	2	N					
2	Local Economic Development Officers (LEDOs) to be deployed in the Local Authorities	Ea	4	N	LCB	QTR1			
3	Governance Institutional Strengthening Specialist	Ea	1	N	LCB	QTR1			
4	Senior Legal Officer	Ea	1	N	LCB	QTR1			
	Drinking Water	bottles	1400	N	RFQ	QRT 1 - QRT 4			

Entity: Portland Parish Council
Procurement Plan for year 2013/14

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Stationary			N	RFQ	q1-4			
	Janitorial Supplies			N	RFQ	q1-4			
	Medical Supplies			N	RFQ	q1-4			
	Equipment			N	RFQ	q1-4			
	Food & Drink			N	RFQ	q1-4			
	Uniforms (m/Police)			N	RFQ	q1-4			
	Printing Supplies			N	RFQ	q1-4			
	Furniture			N	RFQ	q2-4			
	fuel	135	12000 Lts.		D		A		
	Official Visit			N	RFQ	q1-4			
	2. Works								
	drain cleaning	480	31,583 M	N	RFQ	q1-4			
	Road Maintenance	440,000	104.4 Km	N	RFQ	q1-4			
	Building Maintenance			N	RFQ	q1-4			
	Cesspool			N	RFQ	q1-4			
	Maintenance of Markets/Cemeteries			N	RFQ	q1-4			
	Repairs to Furniture & Equipment			N	RFQ	q1-4			
	Burial			N	RFQ	q1-4			
	Telecommunication Maintenance								
	Repairs to Vehicle			N	RFQ	q2-4			
	3. Non-consulting services								
	Training for Employees (MIND)			N	Direct	q1-4			
	Workshops			N	Direct	q1-4			
	Software Maintenance			N	RFQ	q1-4			
	Audit Fees			N	Direct	q3			
	Security Services			N	RFQ	q1-4			
	Hotel Accomodation			N					
	Survey Services			N	Direct	q1-4			
	Advertising			N	RFQ	q1-4			
	Artistic Services			N					
	Janitorial Services			N	RFQ	q1-4			
	Insurance			N	RFQ	q1-4			
	4. Consulting Services								
	legal fees			N	Direct	q1			

Entity: St. Catherine Parish Council
Procurement Plan for year 2013/14

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Food, Drink & Groceries								
	coffee \ tea			y	RFQ	Q1-Q4			
	Seminars			y	RFQ	Q1-Q4			
	Council Meetings			y	RFQ	Q1-Q4			
	Functions(Civic Functions)			y	RFQ	Q1-Q7			
	Council's official guests			y	RFQ	Q1-Q8			
	Disaster Preparedness Training			y	RFQ	Q1-Q9			
	Food for Emergency Operation Centre (EOC)			y	RFQ	Q1-Q10			
	Grocery supplies for EOC shelters			y	RFQ	Q1-Q11			
	Retreat			y	RFQ	Q1-Q12			
	Training			y	RFQ	Q1-Q13			
	Food and Drink- Groceries for Infirmary			y	RFQ	Q1-Q14			
	Out Door Poor - Hot Meals			y	RFQ	Q1-Q15			One meal per day
	Petrol Oil & FUEL								
	Petrol , Oil & Fuel		9 units	y	RFQ	Q1-Q4			
	Tyres & Batteries								
	Tyres & Batteries		9 units	y	RFQ	Q1-Q4			
	Miscellaneous								
	Stamp for Councillors - 41			y	RFQ	Q1-Q4			
	stipend for Volunteers -EOC			y	RFQ	Q1-Q4			
	EOC supplies for shelter (Raincoats,Waterboots,Blankets etc)			y	RFQ	Q1-Q4			
	Maps (Parish Maps)			y	RFQ	Q1-Q4			
	Health inspection site fee Barbers and Hairdressers			y	RFQ	Q1-Q4			
	Postage & telegram			y	RFQ	Q1-Q4			
	Plants			y	RFQ	Q1-Q4			
	P. A. System			y	RFQ	Q1-Q4			
	Incidentals			y	RFQ	Q1-Q4			
	Services of Chaplain (Infirmary and Outdoor poor)			y	RFQ	Q1-Q4			
	Bed pans			y	RFQ	Q1-Q4			
	lamps & Bulbs for Infirmary			y	RFQ	Q1-Q4			
	New admissions to the infirmary								
	Untensils			y	RFQ	Q1-Q4			
	Home Care (Infirmary)			y	RFQ	Q1-Q4			
	Cooking Gas (Infirmary)			y	RFQ	Q1-Q4			
	Bottled water for staff & Councillors			y	RFQ	Q1-Q4			
	Handcuffs			y	RFQ	Q1-Q4			
	Batons			y	RFQ	Q1-Q4			
	Computers, Lap Top & Printers								
	Computers		23	y	RFQ	Q1-Q4			
	Lap Top		2	y	RFQ	Q1-Q4			

Printers		10	y	RFQ	Q1-Q4		
OFFICE FURNITURE/SUPPLIES							
Desks		27	y	RFQ	Q1-Q4		
Filing cabinets		22	y	RFQ	Q1-Q4		
Chairs		153	y	RFQ	Q1-Q4		
CARPET			y	RFQ	Q1-Q4		
BLINDS			y	RFQ	Q1-Q4		
Fans		15	y	RFQ	Q1-Q4		
Office Equipment							
AC Unit		6	y	RFQ	Q1-Q4		
Photocopy Machine		3	y	RFQ	Q1-Q4		
FAX Machine		2	y	RFQ	Q1-Q4		
Adding machine/calculators		12	y	RFQ	Q1-Q4		
Stand-by Generator		1	y	RFQ	Q1-Q4		
Digital camera		3	y	RFQ	Q1-Q4		
Overhead Projector and Screen		2	y	RFQ	Q1-Q4		
Drugs & Medical Supplies							
Drugs & Medical Supplies (First Aid Kit)			y	RFQ	Q1-Q4		
STATIONERY							
Stationery			y	RFQ	Q1-Q4		
Printing			y	RFQ	Q1-Q4		
Cleaning Material & Toilet Articles							
Cleaning Material & Toilet Articles			y	RFQ	Q1-Q4		
Plastic Bages for Storage Equip.			y	RFQ	Q1-Q4		
Uniforms and Clothing items							
Uniform- Cleaners & Plumbers			y	RFQ	Q1-Q4		
Mech. Unit Operators			y	RFQ	Q1-Q4		
Clothes and Shoes for Registered Poor			y	RFQ	Q1-Q4		
Uniform and boots for Municipal Officers			y	RFQ	Q1-Q4		
Chlorine							
Chlorine for Minor Water Supplies			y	RFQ	Q1-Q4		
Household Supplies							
Bedding for Infirmary and Out-Door Poor			y	RFQ	Q1-Q4		
Laundry & Powder soap			y	RFQ	Q1-Q4		
school Supplies							
School Supplies for Registered Poor			y	RFQ	Q1-Q4		
Appliances							
Four burner Gas Stove for Infirmary		2	y	RFQ	Q1-Q4		
Refrigerators for Infirmary		2	y	RFQ	Q1-Q4		
2. Works							
Drains	\$250.00	180,000 M	Y	SS	Q1-Q4		Cleaning & Repairs
Roads	\$2,200.00	168,000 M	Y	OT	Q1-Q4		Repairs & Maintenance
Minor W/S (Maintenance)			Y	SS	Q1-Q4		Mtc., Repairs & Services
Markets (Repairs)			Y	SS	Q1-Q4		Repairs & Maintenance
Infirmary			Y	SS	Q1-Q4		Repairs & Maintenance
Public Amenities (Parks etc.)			Y	SS	Q1-Q4		Repairs & Maintenance
Cemeteries			Y	OT	Q1-Q4		Development of Property
Maintenance rain water catchement tanks			Y	RFQ	Q1-Q4		
Additional work area			Y	RFQ	Q1-Q4		
Minor repairs and electrical works to building				RFQ	Q1-Q4		
Repairs to Registered Poor Houses				RFQ	Q1-Q4		
3. Non-consulting services							
Repairs & Service to vehicle		9 units	y	RFQ	Q1-Q4		
Licence & Examination Fees		9 units	y	RFQ	Q1-Q4		

Training for Shelter Managers (5 Zones)			y	RFQ	Q1-Q4			
Staff Training/Municipal Police			y	RFQ	Q1-Q4			
Security services for building			y	RFQ	Q1-Q4			
Insurance			y	OT	Q1-Q4			
Legal expenses			y	RFQ	Q1-Q4			
Service contract (photocopy Machine)		3 units	y	RFQ	Q1-Q4			Small Machines
Service contract (Duplicating Machine)		1 Unit	y	RFQ	Q1-Q4			Large Machine
Research and Development			y	RFQ	Q1-Q4			:Planning Dept.
AMANDA System Implimentation			y	RFQ	Q1-Q4			
Cleaning of Markets			y	RFQ	Q1-Q4			
Salaries for Cooks		5	y	RFQ	Q1-Q4			
Medical Attention			y	RFQ	Q1-Q4			
Transportation for Residents of the infirmary			y	RFQ	Q1-Q4			
Police escort for Dole payment- Outdoor Poor			y	RFQ	Q1-Q4			
Services of Fire Extinguishers			y	RFQ	Q1-Q4			
Repairs/maintenance to Equipment- infirmary			y	RFQ	Q1-Q4			
Pest Control Services- Infirmary			y	RFQ	Q1-Q4			
Funerals & Coffins - for Outdoor and Infirmary			y	RFQ	Q1-Q4			
Serviicing boiler dryer			y	RFQ	Q1-Q4			
Plumbing Service			y	RFQ	Q1-Q4			
Rehabilitation			y	RFQ	Q1-Q4			
Part time Cleaners (District office)			y	RFQ	Q1-Q4			
Overseas Training/Seminars			y	RFQ	Q1-Q4			
Advertising			y	RFQ	Q1-Q4			
Services of Chaplain			Y	RFQ	Q1-Q4			
Transportation of water to dry areas in drought season			Y	SS	Q1-Q4			
4. Consulting Services								
Consulting Services (AMANDA system support,FMAS support & Payroll system support)			y	S.S	Q1-Q4			

Entity: Westmoreland Parish Council
 Procurement Plan for year 2013/2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Stationery - 8.5X11	Carton	160	N	RFQ	Q1-4	Q1-4	Q1-4	
	Stationery-8.5x14	Carton	140	N	RFQ	Q1-4	Q1-4	Q1-4	
	Office Supplies			N	RFQ	Q1-4	Q1-4	Q1-4	Comp.Disc,Staplersetc
	Printing Supplies			N	RFQ	Q1-4	Q1-4	Q1-4	Tickets,Ledgers etc.
	Janitorial Supplies(Tioletries)			N	RFQ	Q1-4	Q1-4	Q1-4	
	Food & Drinks			N	RFQ	Q1-4	Q1-4	Q1-4	
	Medical Supplies			N	RFQ	Q1-4	Q1-4	Q1-4	
	Furniture & Equipment			N	RFQ	Q1-4	Q1-4	Q1-4	
	Petrol/Fuel			N					Advance Card
	Veicle Parts			N	RFQ	Q1-4	Q1-4	Q1-4	Tyres,Batteries etc.
	Construction Material			N	RFQ	Q1-4	q1-4	Q1-4	Grave Repetc.

Entity: St. Elizabeth Parish Council
Procurement Plan for year 2013/14

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Stationary			N	RFQ	Q1 -Q4			
	Janitorial Supplies	Allow		N	RFQ	Q1 -Q4			
	Medical Supplies	Allow		N	RFQ	Q1 -Q4			
	Furniture & Equipment			N	RFQ	Q1 -Q4			
	Fuel for motor vehicles	Litres	25,852.69	N	RFQ	Q1 -Q4	Awarded		G.O.J. (M.C.I.S.)
	Food & Drink	Allow		N	RFQ	Q1 -Q4			
	Uniforms (m/Police)	suits		N	RFQ	Q1 -Q4			
	Printing Supplies	Allow		N	RFQ	Q1 -Q4			
					RFQ	Q1 -Q4			
									A
	2. Works								
	Drain cleaning	1000	30000	N	RFQ	Q1 -Q4			
	Road Maintenance	3000	7000	N	RFQ	Q1 -Q4			
	Building Maintenance			N	RFQ	Q1 -Q4			
	Cesspool services			N	RFQ	Q1 -Q4			
	M.I.N.D.Training			N	Direct	Q1 -Q4			G.O.J institution
	Maintenance of Parks/Cemeteries								
	repairs to Furniture								
	Burial								
	Repairs to Vehicle			N	RFQ	q2-4			
	3. Non-consulting services								
	Audit Fees				Direct	Q1-Q4			
	Security Services				RFQ	Q1-Q4			
	Hotel Accomodation				RFQ	Q1-Q4			

Entity: SOCIAL DEVELOPMENT COMMISSION
Procurement Plan for year 2013/2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Stationery Supplies- toners, paper, pens pencil envelopes, letter heads, file folders etc. (Varying quantities)			N	RFQ				Monthly procurement based on minimum quantity
	Subscription to Newspaper - Gleaner and Observer (7 each daily per department)			N	DC				Last Quarter
	Cleaning Supplies - soap, disinfectant, lysol bleach, airfreshner, tissues, handtowel etc. (varying quantities for all 14 Offices)			N	RFQ				Monthly
	Stamps, postage and wireless			N	DC				Monthly
	Coffee, chocolate, tea, milk sugar etc. (varying quantities for all offices)			N	RFQ				Monthly
	2. Works								
	General plumbing and electrical repairs			N	LT/RFQ				Based of project

	General servicing of air condition units			N	RFQ				Bi-annually
	General servicing & repairs of printers, photocopy machines, fax machines			N	RFQ				As the need arise
	Repairs to Government Facilities (all 14 locations)			N	RFQ/LT				As the need arise
	3. Non-consulting services								
	Local Consultancy - Accounting software			N	DC				As the need arise
	Janitorial Services			N	LT				End of Contract

Entity: Jamaica Fire Brigade Headquarters
Procurement Plan for year 2013/2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification	Proc. Method [1]	Estimated dates			Status & Comments[2]
				Y / N		Publication	Award	Start	
	GOODS:								
1	Tyres		226	N	RFP	May-13	Jul-13	Jul-13	Processing
2	Uniform-Walking Boots		600 Pairs	N	Sole Source	May-13	Jul-13	Jul-13	Processing
3	Uniform-Stripe Shirt		2000	N	RFP	May-13	Jul-13	Jul-13	Processing
	-Twill Trousers		2000	N	RFP	May-13	Jul-13	Jul-13	Processing
4	Uniform-Daily Station Wear			N	RFP	May-13	Jul-13	Jul-13	Processing
									Processing
5	Uniform Material-Terylene		1200 yards	N	RFP	May-13	Jul-13	Jul-13	Processing
	\$ Wool								
6	Uniform Material-Navy Blue		10,000 yards	N	RFP	June 2013	Jul-13	Aug-13	Processing
	Twill								
7	Uniform-Polo Shirts		1900	N	RFP	Jul-13	Jul-13	Aug-13	
8	Stationery & Office Supplies		Varying Quantity	N	RFP	Aug-13	Aug-13	Sept	
9	Sanitation Supplies		Varying Quantity	N	RFP	Jul-13	Jul-13	Aug-13	
10	Accommodation Lockers		300	N	RFP	Jun-13	Jul-13	Aug-13	
11	Uniform - Accoutrements		Varying Quantity	N	Sole Source	Jul-13	Aug-13	Aug-13	
12	Uniform- Walkings Boots		600 Pairs	N	Sole Source	Aug-13	Aug-13	Sep-13	
13	Fire Hose	Lenghts	93 lenghts	N	Sole Source	Jun-13	Jul-13	Aug-13	

