

**MINISTÈRE
Y'ABAKOZI BA LETA
N'UMURIMO**

REPUBLIKA Y'U RWANDA



**MINISTRY
OF PUBLIC SERVICE
AND LABOR**

REPUBLIC OF RWANDA

ANNUAL PROCUREMENT PLAN 2016-2017 FOR MINISTRY OF PUBLIC SERVICE AND LABOUR

S/N ^o	Type	Title of tender	Source of Funds	Tendering method (ICB, NCB,IRT, NRT,RFQ, SS, Community Approach, framework contract, QCBS, etc.)	Planned tender document Preparation date	Planned Publication date	Planned Bid opening date	Planned Provisional Notification date	Planned Contract signing date	Recruitment of the supervising firm (Yes/No)	Planned Contract Management start date	Planned Contract closure date	Other information: Prior study, need of specialist for TS or TOR and/or contract management, Prequalification, Local preference, No objection from funding institution, etc.
1	Goods	Tender for codification of assets	Ordinary budget	NCB	15/8/2016	30/8/2016	30/9/2016	10/10/2016	20/10/2016	NO	20/10/2016	6/11/2016	
2	Goods	Tender related to acquisition of office stationeries	Ordinary budget	NCB	15/8/2016	30/8/2016	30/9/2016	10/10/2016	20/10/2016	NO	20/10/2016	20/01/2017	
3	Goods	Tender related to acquisition of office refreshment for period of one year	Ordinary budget	NCB	15/5/2017	19/5/2017	20/6/2017	28/6/2017	7/12/2017	NO	12/7/2017	12/7/2018	
4	Goods	Tender related to acquisition of office furnitures	Ordinary budget	NCB	15/8/2016	30/8/2016	30/9/2016	10/10/2016	20/10/2016	NO	20/10/2016	20/01/2017	
5	Goods	Tender related to acquisition of medals and trophies for labour day	Ordinary budget	NCB	16/01/2017	26/1/2017	27/2/2017	9/3/2017	22/3/2017	NO	22/3/2017	22/4/2017	
6	Goods	Tender related to acquisition of sportswear	Ordinary budget	NCB	15/8/2016	30/8/2016	30/9/2016	10/10/2016	20/10/2016	NO	20/10/2016	20/01/2017	
	Goods	Tender related to acquisition of spare parts of ICT equipment for one year period	Ordinary budget	Ordinary budget	10/15/2016	10/21/2016	11/25/2016	12/19/2016	12/28/2016	NO	12/28/2016	12/27/2016	
7	Goods	Acquisition of ICT Equipment and server	Ordinary budget	NCB	28/7/2016	10/8/2016	12/9/2016	20/09/2016	10/10/2016	NO	10/10/2016	10/1/2017	
8	Goods	Buying a professional camera and its accessories	Ordinary Budget	NCB	15/07/2016	20/07/2016	22/08/2016	30/8/2016	15/9/2016	NO	15/9/2016	18/10/2016	
9	Goods	Tender for acquisition newspapers for one year	Ordinary budget	NCB	10/3/2017	17/3/2017	18/4/2017	2/5/2017	15/5/2017	NO	15/5/2017	15/5/2018	

S/N°	Type	Title of tender	Source of Funds	Tendering method (ICB, NCB, RF, RFQ, QS, Community Approach, framework contract, QCBS , etc.)	Planned tender document Preparation date	Planned Publication date	Planned Bid opening date	Planned Provisional Notification date	Planned Contract signing date	Recruitment of the supervising firm (Yes/No)	Planned Contract Management start date	Planned Contract closure date	Other information: Prior study, need of specialist for TS or TOR and/or contract management, Prequalification, Local preference, No objection from funding institution, etc.
10	Goods	Acquisition software Development licenses and toolkits	Ordinary budget	NCB	4/7/2016	15/7/2016	16/8/2016	23/8/2016	31/8/2016	NO	31/8/2016	30/9/2016	
11	Goods	Tender for acquisition stationaries for: Honore of Directors of public service	Ordinary budget	RFQ	10/30/2016	10/31/2016	11/3/2016	11/4/2016	11/9/2016	NO	11/9/2016	11/16/2016	
12	Goods	Tender related to acquisition of archive boxes and antivirus	Ordinary budget	NCB	1/5/2017	1/11/2017	2/14/2017	3/8/2017	3/22/2017	NO	3/30/2017	5/15/2017	
13	Consultancy service	Hiring a national consultant for re-design MIFOTRA website	Ordinary budget	NCB	1/5/2017	1/11/2017	2/14/2017	3/8/2017	3/22/2017	NO	3/22/2017	6/21/2017	
14	Service	Hire a Studio for Adobe Premiere Trainings (Editing videos)	Ordinary budget	NCB	15/07/2016	22/07/2016	23/08/2016	31/08/2016	14/9/2016	NO	14/9/2016	14/9/2017	
15	Service	Re-configuration of IPPS call center	Ordinary budget	NCB	15/07/2016	22/07/2016	23/08/2016	31/08/2016	14/9/2016	NO	14/9/2016	14/9/2017	
16	Service	Upgrading server room to meet required security standards	Ordinary budget	NCB	15/07/2016	22/07/2016	23/08/2016	31/08/2016	14/9/2016	NO	14/9/2016	14/9/2017	
17	Service	Tender for Hotel services for period of one year	Ordinary budget	NCB	28/8/2017	8/9/2017	11/9/2017	19/9/2017	29/9/2017	NO	29/9/2017	29/9/2018	
18	Service	Tender for transport service of MIFOTRA Staff for a period of one year	Ordinary budget	NCB	1/6/2017	8/6/2017	10/7/2017	18/7/2017	28/7/2017	NO	28/7/2017	28/7/2018	
19	Service	Tender for maintenance of office equipment, ICT equipment, plumbing, electricity, generator for a period of one year	Ordinary budget	NCB	4/4/2017	12/4/2017	12/5/2017	19/5/2017	29/5/2017	NO	29/5/2017	29/5/2018	
20	Service	Tender related to the service of organising MIFOTRA archives.	Ordinary budget	NCB	29/7/2016	10/8/2016	12/9/2016	20/9/2016	29/9/2016	NO	29/9/2016	29/12/2016	
21	Service	Tender related to the insurance service of MIFOTRA assets	Ordinary budget	RFQ	15/9/2017	22/9/2017	24/10/2017	3/11/2017	15/11/2017	NO	15/11/2017	15/11/2018	
22	Service	Tender related to the service of lift maintenance for period of one year	Ordinary budget	NCB	10/2/2017	15/2/2017	15/3/2017	22/3/2017	31/3/2017	NO	31/3/2017	31/3/2018	
23	Service	Tender related to design and production of publicity spots advert on TV, Radio, photo, video coverage and documentary film for period of one (1) year	Ordinary budget	NCB	10/1/2017	17/1/2017	17/2/2017	27/2/2017	10/3/2017	NO	10/3/2017	10/3/2018	
24	Service	Tender for the services of production of brochures, banners, pull up banners, badges, document covers, printing books and binding MIFOTRA document for periode of one year	Ordinary budget	NCB	10/1/2017	17/1/2017	17/2/2017	27/2/2017	10/3/2017	NO	10/3/2017	10/3/2018	
25	Service	Tender related to the service of Simultaneous translation during MIFOTRA event for period of one year	Ordinary budget	NCB	12/17/2016	12/22/2016	1/26/2017	2/6/2017	2/18/2017	NO	2/18/2017	2/11/2018	

S/N ^c	Type	Title of tender	Source of Funds	Tendering method (ICB, NCB, RF, NRT, RFP, Q, SS, Community Approach, framework contract, QCBS , etc.)	Planned tender document Preparation date	Planned Publication date	Planned Bid opening date	Planned Provisional Notification date	Planned Contract signing date	Recruitment of the supervising firm (Yes/No)	Planned Contract Management start date	Planned Contract closure date	Other information: Prior study, need of specialist for TS or TOR and/or contract management, Prequalification, Local preference, No objection from funding institution, etc.
26	Service	Tender to hire cultural troop and artist for period of one year	Ordinary budget	NCB	10/2/2017	15/2/2017	15/3/2017	22/3/2017	31/3/2017	NO	31/3/2017	31/3/2018	
27	Service	Tender for services of decoration and Hire of ceremonial clothes for ushers and sound system for one year period	Ordinary budget	NCB	10/2/2017	15/2/2017	15/3/2017	22/3/2017	31/3/2017	NO	31/3/2017	31/3/2018	

S/N	Type	Title of tender	Source of Funds	Tendering method (ICB, NCB, RF, NRT, RFQ, SS, Community Approach, framework contract, QCBS , etc.)	Planned tender document Preparation date	Planned Publication date	Planned Bid opening date	Planned Provisional Notification date	Planned Contract signing date	Recruitment of the supervising firm (Yes/No)	Planned Contract Management start date	Planned Contract closure date	Other information: Prior study, need of specialist for TS or TOR and/or contract management, Prequalification, Local preference, No objection from funding institution, etc.
28	Service	Tender for sport facilities(GYM-TONIC, Swimming, Aerobic)	Ordinary budget	NCB	15/5/2017	23/5/2017	23/6/2017	30/6/2017	10/7/2017	NO	10/7/2017	10/7/2018	
29	Service	Tender related to hire a reporter person for employment forum 2017	Ordinary budget	RFQ	16/2/2017	23/2/2017	8/3/2017	15/3/2017	30/3/2017	NO	30/3/2017	30/4/2017	
30	Services	Hiring event manager during African Public Service day	Ordinary budget	RFQ	28/07/2016	8/8/2016	8/8/2016	15/8/2016	30/8/2016	NO	30/8/2016	15/9/2016	
31	Consultancy service	Hire a Consultant to ensure customization and implementation of the competence framework (phase II)	Ordinary Budget	NCB	1/8/2016	8/8/2016	8/9/2016	28/09/2016	6/10/2016	No	6/10/2016	6/1/2017	
32	Consultancy service	Hire a consultant to assure the quality and Design business intelligence based reports generation tools	Ordinary Budget	NCB	1/8/2016	8/8/2016	8/9/2016	28/09/2016	6/10/2016	No	6/10/2016	6/5/2017	
33	Consultancy service	Hire a consultant to evaluate the impact of IPPIS in the Government Institution	Ordinary Budget	NCB	3/10/2016	12/10/2016	15/11/2016	30/11/2016	15/12/2016	NO	15/12/2016	15/4/2017	
TOTAL													


 M.L.INDWA Samuel
 Permanent Secretary
 Ministry of Public Service and Labour

