

PROCUREMENT PLAN FOR CONSULTANCY SERVICES - INTERNAL USE

Name of the Procuring Entity:

NAPSA

Financial Year:

2017

| Description* | Basic Data | | | | | USER | Request for Expression of Interest | | | | USER | Preparation of RFP Documents | | | | Invitation of proposals and approval for award | | | | | | | Contract Finalization | | | Plan vs. Actual | | | | | |
|---|------------|------------|------------------------|--------------------------------------|---------------|------|---|--------------------------------------|-----------------|------------------|----------|------------------------------|------------------------------|--|--------------------------|--|---|--|----------------------|----------------------------------|---|--|-----------------------------|---------------------------------|-------------------------------------|-----------------|-----------------------------------|--|---------------------------|----------------|--------------------|
| | Tender No. | Lot Number | Estimated Amount in K' | Procurement Method | Contract Type | | Submission of TORs by User to Procurement | Notice/ Advert Issued By Procurement | Invitation | | | Evaluation | | Submission of TORs/ functional specs by User | Prep & Submission by PSU | Approval by PCRC/ EMC | Approval of Direct/Limited Selection by MPC | Clearance by ZPPA for direct selection | Consultant Proposals | | Proposal Evaluation Technical (T) & Financial (F) | | | | | | Notice of intention to award Date | Vetting/ Ratification of contracts By AG | Contract Amount in K '000 | Contract award | Contract Signature |
| | | | | | | | | | Invitation Date | Closing- Opening | | Submission Eval. Rpt | Approval of Shortlist by MPC | | | | | | Invitation Date | Submission/ Closing Opening Date | Submission Evaluation Report (T) | Approval of Evaluation Report (T) by MPC | Opening Financial Proposals | Submission Eval. Report (T) (F) | Approval Eval Report (T) (F) by MPC | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | |
| Normal Duration of Proc. Steps | | | | | | | | 3-6 wks | 1-1.5 wks | 2- 3 wks | 1- 3 wks | 1 wk | | 1-2 wks | | | 1 wk | 2 to | 12 wks | 1-3 wks | 1 wk | 1-2 wks | 1-3 wks | 1 wk | | | | | | | |
| Consultancy (Treasury -investment income) | Investment | | | OS | | | | | | | | 20/02/17 | 1/03/17 | 7/03/17 | | | 13/03/17 | 14/04/17 | 24/04/17 | 28/04/17 | 5/05/17 | 15/05/17 | 19/05/17 | 22/05/17 | 19/06/17 | | 22/06/17 | 30/06/17 | Plan Actual | | |
| Conveyancing fees for housing units sales | Legal | | | DS | | | | | | | | | | | | N/A | | | | | | | | | | | | | | Plan Actual | |
| Consultancy Services/ occupational classification | HR & PR | | | OS | | | | | | | | 20/02/17 | 1/03/17 | 7/03/17 | | | 13/03/17 | 14/04/17 | 24/04/17 | 28/04/17 | 5/05/17 | 15/05/17 | 19/05/17 | 22/05/17 | 19/06/17 | | 22/06/17 | 30/06/17 | Plan Actual | | |
| Audit Services | Finance | | | OS | | | | | | | | 19/06/17 | 26/06/17 | 27/06/17 | | | 30/06/17 | 27/07/17 | 11/08/17 | 18/08/17 | 25/08/17 | 1/09/17 | 8/09/17 | 12/09/17 | 13/10/17 | | 17/10/17 | 30/10/17 | Plan Actual | | |
| Special Project Research | C&B & IT | | | LS | | | | | | | | 14/03/17 | 21/03/17 | 21/03/17 | 24/03/17 | | 30/03/17 | 11/04/17 | 20/04/17 | 21/04/17 | 27/04/17 | 3/05/17 | 5/05/17 | 9/05/17 | 31/05/17 | | 5/06/17 | 14/06/17 | Plan Actual | | |
| Mobile money solution | C&B | | | SB | | | | | | | | 18/01/17 | 23/01/17 | | | | 27/01/17 | 7/02/17 | 20/02/17 | 24/02/17 | 3/03/17 | 8/03/17 | 10/03/17 | 13/03/17 | 31/03/17 | | 4/04/17 | 14/04/17 | Plan Actual | | |
| SMS Alert transaction | C&B | | | OS | | | | | | | | 20/02/17 | 1/03/17 | 7/03/17 | | | 13/03/17 | 14/04/17 | 24/04/17 | 28/04/17 | 5/05/17 | 15/05/17 | 19/05/17 | 22/05/17 | 19/06/17 | | 22/06/17 | 30/06/17 | Plan Actual | | |
| E-collection Transaction | C&B | | | OS | | | | | | | | 20/02/17 | 1/03/17 | 7/03/17 | | | 13/03/17 | 14/04/17 | 24/04/17 | 28/04/17 | 5/05/17 | 15/05/17 | 19/05/17 | 22/05/17 | 19/06/17 | | 22/06/17 | 30/06/17 | Plan Actual | | |
| File Management System | IT | | | OS | | | | | | | | 19/06/17 | 26/06/17 | 27/06/17 | | | 30/06/17 | 27/07/17 | 11/08/17 | 18/08/17 | 25/08/17 | 1/09/17 | 8/09/17 | 12/09/17 | 13/10/17 | | 17/10/17 | 30/10/17 | Plan Actual | | |
| BSC Software | S&BP | | | DB | | | | | | | | 13/01/17 | 20/01/17 | 23/01/17 | 27/01/17 | 10/02/17 | 17/02/17 | 27/02/17 | 10/03/17 | 17/03/17 | 23/03/17 | 27/03/17 | 31/03/17 | 4/04/17 | 28/04/17 | | 3/05/17 | 15/05/17 | Plan Actual | | |
| Support to CSO toward NAE survey | C&B | | | Procurement from Another Govt Agency | | | | | | | | | | | | | N/A | | | | | | | | | | | | | Plan Actual | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Plan Actual | |