

MAFINGA TOWN COUNCIL

PROCUREMENT PLAN FOR THE YEAR 2023


NO.	DESCRIPTION	UNIT	QTY	PROUREMENT METHOD	SOURCE OF FUNDS	ESTIMATED COST	PREQUALIFICATION	INVITATION FOR BIDS	BID CLOSING / OPENING	EVALUATION	AUTHORITY / APPROVAL	NOTIFICATION OF BEST EVALUATED	CONTRACT AWARD	CONTRACT EXECUTION	COMPLETION OF CONTRACT	COMMENTS
1 PLAN ACTUAL	STATIONERY	EACH	VARIOUS	SB	LGEF	369,110 N/A		03/01/2023	07/01/2023	08/01/2023	11/01/2023	N/A	11/01/2023	12/01/2023	13/01/2023	PROCURED QUARTERLY
2 PLAN ACTUAL	FUEL & OILS	LITRE	VARIOUS	DB	LGEF	321,220 N/A		13/01/2023	17/01/2023	20/01/2023	23/01/2023	N/A	23/01/2023	24/01/2023	23/01/2023	AS AND WHEN REQUIRED
3 PLAN ACTUAL	OTHER OFFICE MATERIALS	EACH	VARIOUS	DB	LGEF	4,800 N/A		02/01/2023	07/01/2023	10/01/2023	10/01/2023	N/A	10/01/2023	11/01/2023	13/01/2023	AS AND WHEN REQUIRED
4 PLAN ACTUAL	INTERNET CHARGES	EACH	VARIOUS	SB	LGEF	3,900 N/A		02/03/2023	06/03/2023	09/03/2023	12/03/2023	N/A	12/03/2023	13/03/2023	19/03/2023	PROCURED QUARTERLY
5 PLAN ACTUAL	POSTAGE CHARGES	EACH	VARIOUS	SB	LGEF	6,500 N/A		02/01/2023	06/01/2023	10/01/2023	10/01/2023	N/A	10/01/2023	11/01/2023	13/01/2023	AS AND WHEN REQUIRED
6 PLAN ACTUAL	COMPUTERS, PERIFERALS AND EQUIPMENT	EACH	VARIOUS	SB	LGEF	106,865 N/A		01/07/2023	06/07/2023	07/07/2023	10/07/2023	N/A	10/07/2023	11/07/2023	11/07/2023	AS AND WHEN REQUIRED
7 PLAN ACTUAL	MACHINE SPARE PARTS	EACH	VARIOUS	SB	LGEF	46,000 N/A		04/03/2023	06/03/2023	16/03/2023	19/03/2023	N/A	19/03/2023	20/03/2023	21/03/2023	AS AND WHEN REQUIRED
8 PLAN ACTUAL	OFFICE EQUIPMENT AND FURNITURE	EACH	VARIOUS	SB	LGEF	215,579 N/A		01/07/2023	06/07/2023	07/07/2023	10/07/2023	N/A	10/07/2023	11/07/2023	12/07/2023	AS AND WHEN REQUIRED
9 PLAN ACTUAL	BOOKS, MAGAZINES, NEWSPA PERS, DIARIES	EACH	VARIOUS	SB	LGEF	30,160 N/A		02/01/2023	06/01/2023	07/01/2023	10/01/2023	N/A	10/01/2023	11/01/2023	12/01/2023	AS AND WHEN REQUIRED
10 PLAN ACTUAL	DATA PROCESSING SERVICES	EACH	VARIOUS	SB	LGEF	40,290 N/A		15/01/2023	16/01/2023	17/01/2023	18/01/2023	N/A	20/01/2023	21/01/2023	22/01/2023	AS AND WHEN REQUIRED
11 PLAN ACTUAL	SERVICING OF VEHICLES	EACH	VARIOUS	SB	LGEF	176,000 N/A		20/02/2023	21/02/2023	22/02/2023	23/02/2023	N/A	25/02/2023	26/02/2023	27/02/2023	AS AND WHEN REQUIRED

12 PLAN ACTUAL	ELECTRICITY CHARGES	EACH	VARIOUS	SB	LGEF	7,200 N/A	05/01/2023	06/01/2023	07/01/2023	08/01/2023	10/01/2023	11/01/2023	12/01/2023	ONE OFF
13 PLAN ACTUAL	TYRES	EACH	VARIOUS	SB	LGEF	80,000 N/A	03/02/2023	08/02/2023	10/02/2023	12/02/2023	14/02/2023	15/02/2023	17/02/2023	AS AND WHEN REQUIRED
14 PLAN ACTUAL	SPARES AND REPAIRS	EACH	VARIOUS	SB	LGEF	108,000 N/A	05/08/2023	09/08/2023	11/08/2023	13/08/2023	14/08/2023	15/08/2023	16/08/2023	AS AND WHEN REQUIRED
15 PLAN ACTUAL	INSURANCE	EACH	VARIOUS	SB	LGEF	122,650 N/A	07/01/2023	08/01/2023	09/01/2023	10/01/2023	12/01/2023	13/01/2023	14/01/2023	PROCURED ANNUALLY
16 PLAN ACTUAL	HAND TOOLS AND EQUIPMENT	EACH	VARIOUS	SB	LGEF	40,800 N/A	11/01/2023	12/01/2023	13/01/2023	14/01/2023	16/01/2023	17/01/2023	18/01/2023	AS AND WHEN REQUIRED
17 PLAN ACTUAL	PROTECTIVE WEAR	EACH	VARIOUS	SB	LGEF	18,780 N/A	07/03/2023	11/03/2023	13/03/2023	14/03/2023	15/03/2023	16/03/2023	14/01/2023	AS AND WHEN REQUIRED
18 PLAN ACTUAL	BORHOLE, PUMPS AND WATER RETICULATION MATERIALS	EACH	VARIOUS	SB	LGEF	300,000 N/A	02/04/2023	03/04/2023	04/04/2023	05/04/2023	07/04/2023	08/04/2023	09/04/2023	AS AND WHEN REQUIRED
19 PLAN ACTUAL	ROAD MAINTENANCE MATERIALS	EACH	VARIOUS	SB	LGEF	257,500 N/A	03/02/2023	07/02/2023	09/02/2023	11/02/2023	13/02/2023	15/02/2023	16/02/2023	AS AND WHEN REQUIRED
20 PLAN ACTUAL	WATER TREATMENT CHEMICALS	EACH	VARIOUS	SB	LGEF	639,265 N/A	03/09/2023	07/09/2023	09/09/2023	11/09/2023	13/09/2023	14/09/2023	15/09/2023	AS AND WHEN REQUIRED
21 PLAN ACTUAL	STREET LIGHTS EQUIPMENT	EACH	VARIOUS	SB	LGEF	100,000 N/A	12/01/2023	15/01/2023	17/01/2023	19/01/2023	21/01/2023	23/01/2023	24/01/2023	ONE OFF
22 PLAN ACTUAL	TRAFFIC LIGHTS EQUIPMENT	EACH	VARIOUS	SB	LGEF	2,000 N/A	02/10/2023	03/10/2023	04/10/2023	05/10/2023	07/10/2023	08/10/2023	09/10/2023	ONE OFF
23 PLAN ACTUAL	LABOUR DAY AWARDS	EACH	VARIOUS	SB	LGEF	14,588 N/A	02/04/2023	03/04/2023	04/04/2023	05/04/2023	07/04/2023	08/04/2023	09/04/2023	ONE OFF
24 PLAN ACTUAL	MOTOR CYCLE	EACH	3 SB	LGEF	LGEF	150,000 N/A	09/01/2023	12/01/2023	14/01/2023	16/01/2023	17/01/2023	20/01/2023	21/01/2023	ONE OFF
25 PLAN ACTUAL	HAND TOOLS AND EQUIPMENT	EACH	VARIOUS	SB	LGEF	2,600 N/A	02/04/2023	07/04/2023	08/04/2023	09/04/2023	09/04/2023	10/04/2023	13/04/2023	PROCURED QUARTERLY
26 PLAN ACTUAL	PROTECTIVE CLOTHING	EACH	VARIOUS	SB	LGEF	94,950 N/A	02/02/2023	07/02/2023	08/02/2023	09/02/2023	09/02/2023	10/02/2023	13/02/2023	ONE OFF
27 PLAN ACTUAL	ADVERTS	EACH	VARIOUS	SB	LGEF	48,000 N/A	03/06/2023	08/06/2023	09/06/2023	10/06/2023	10/06/2023	11/06/2023	15/06/2023	WHEN REQUIRED
28 PLAN ACTUAL	COMPLETION OF NYIKAMELA HOUSE	EACH	1 SB	LGEF	LGEF	32,500 N/A	03/04/2023	08/04/2023	09/04/2023	10/04/2023	10/04/2023	11/04/2023	15/04/2023	WHEN REQUIRED
29 PLAN ACTUAL	BORHOLE DRILLING	EACH	VARIOUS	SB	LGEF	630,000 N/A	03/06/2023	08/06/2023	09/06/2023	10/06/2023	10/06/2023	11/06/2023	15/06/2023	WHEN REQUIRED

ACTUAL	COMPLETION OF	EACH	VARIOUS	SB	LGEF	330,000 N/A	03/06/2023	08/06/2023	09/06/2023	10/06/2023	10/06/2023 N/A	10/06/2023	11/06/2023	15/06/2023	WHEN REQUIRED
30 PLAN ACTUAL	THE LODGE	EACH	VARIOUS	SB	LGEF	330,000 N/A	03/06/2023	08/06/2023	09/06/2023	10/06/2023	10/06/2023 N/A	10/06/2023	11/06/2023	15/06/2023	WHEN REQUIRED
31 PLAN ACTUAL	OPENNING UP OF ROADS	EACH	VARIOUS	SB	LGEF	76,583 N/A	03/07/2023	08/07/2023	09/07/2023	10/07/2023	10/07/2023 N/A	10/07/2023	11/07/2023	15/07/2023	WHEN REQUIRED
32 PLAN ACTUAL	CONSTRUCTION OF WATERBORNE TOILETS	EACH	VARIOUS	SB	LGEF	390,000 N/A	03/05/2023	08/05/2023	09/05/2023	10/05/2023	10/05/2023 N/A	10/05/2023	11/05/2023	15/05/2023	WHEN REQUIRED
33 PLAN ACTUAL	MAINTENANCE OF THE CIVIC CENTRE	EACH	VARIOUS	SB	LGEF	64,000 N/A	03/02/2023	08/02/2023	09/02/2023	10/02/2023	10/02/2023 N/A	10/02/2023	11/02/2023	15/02/2023	WHEN REQUIRED
34 PLAN ACTUAL	MAINTENANCE OF MUYOMBE HOUSE	EACH	VARIOUS	SB	LGEF	39,000 N/A	03/04/2023	08/04/2023	09/04/2023	10/04/2023	10/04/2023 N/A	10/04/2023	11/04/2023	15/04/2023	WHEN REQUIRED
35 PLAN ACTUAL	CDF PROJECTS	EACH	VARIOUS	SB	CDF	28,500,000 N/A	04/01/2023	09/01/2023	12/01/2023	15/01/2023	15/01/2023 N/A	17/01/2023	19/01/2023	23/01/2023	WHEN REQUIRED
TOTAL						33,368,840									

Prepared By: Carlos Lwiindi
 Designation: Procurement Officer
 Signed: 
 Date: 19/12/2022

Checked By: Matthews Simukonda
 Designation: Council Treasurer
 Signed: 
 Date: 19/12/2022

Approved By: Henry Siwakwi
 Designation: Council Secretary
 Signed: 
 Date: 19/12/2022