

**THE NELSON MANDELA
AFRICAN INSTITUTION OF SCIENCE AND TECHNOLOGY
(NM - AIST)
WATER INFRASTRUCTURE AND SUSTAINABLE ENERGY
FUTURES (WISE - Futures)**



ANNUAL PROCUREMENT PLAN 2019

Annual Procurement Plan (APP) is a guiding tool in any Procuring Entity. It is a layout of what should be procured and the methods of procurement to be used. All items to be procured emanate from the Annual Work Plan of the Centre. All items/activities with procurement elements are included in the plan by consolidating items of similar nature, assigning a common name and then determine the method of procurement focusing on the amount budgeted. Preparation and implementation of the Annual Procurement Plan is mandatory to all procuring entities according to Public Procurement Act No.7 of 2011 and Regulation No. 446 of 2013

In the Financial Year 2019 the WISE-Futures Centre of has prepared its APP which comprises of four parts: -

- Procurement of Goods
- Procurement of Non-Consultancy Services
- Procurement of Consultancy Services

A detailed report of the APP is detailed below.

ANNUAL PROCUREMENT PLAN

A: GOODS

Description	Tender No.	Lot Number	Procurement Method	PRE-QUALIFICATION			Invitation for Tender and Contract Signature				
				Invitation Date	Closing-Opening	Notification of Applicants	Tender Invitation Date	Tender Closing-Opening	Notice of Intention to Award Date	Vetting/Ratification of Contracts	Notification of Award
1	2	3	4	5	6	7	8	9	10	11	12
TENDER FOR SUPPLY OF STATIONERY	PA/112/2018-19/HQ/G/01	01	FWA-GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR SUPPLY OF OFFICE CONSUMABLES	PA/112/2018-19/HQ/G/02	01	FWA-GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR SUPPLY OF OFFICE EQUIPMENT AND ACCESSORIES	PA/112/2018-19/HQ/G/03	01	FWA-GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR SUPPLY OF FUEL	PA/112/2018-19/HQ/G/04	01	SINGLE SOURCE	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR SUPPLY OF FURNITURE AND FITTINGS	PA/112/2018-19/HQ/G/05	01	FWA-GPSA	NA	NA	NA	NA	NA	NA	NA	NA
SUPPLY OF FACILITIES FOR WATER PURIFICATION & SANITATION	PA/112/2018-19/HQ/G/06	01	NCT	NA	NA	NA	01.04.2019	22.04.2019	07.05.19	15.05.2019	20.05.2019
SUPPLY OF FACILITIES FOR HYDROLOGY LABORATORY	PA/112/2018-19/HQ/G/07	01	NCT	NA	NA	NA	01.04.2019	22.04.2019	07.05.19	15.05.2019	20.05.2019
TENDER FOR FACILITIES FOR UPGRADING THE ENERGY LABORATORY	PA/112/2018-19/HQ/G/08	01	NCT	NA	NA	NA	01.04.2019	22.04.2019	07.05.19	15.05.2019	20.05.2019
PROCUREMENT OF CENTRE VEHICLE	PA/112/2018-19/HQ/G/09	01	SINGLE SOURCE	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROCUREMENT OF VARIOUS SOFTWARE	PA/112/2018-19/HQ/G/10	01	FWA-GPSA	NA	NA	NA	NA	NA	NA	NA	NA

C: NON- CONSULTANCY SERVICES

Description	Tender No.	Lot Number	Procurement Method	PRE-QUALIFICATION			Invitation for Tender and Contract Signature				
				Invitation Date	Closing-Opening	Notification of Applicants	Tender Invitation Date	Tender Closing-Opening	Notice of Intention to Award Date	Vetting/ Ratification of Contracts	Notification of Award
1	2	3	4	5	6	7	8	9	10	11	12
TENDER FOR PROVISION OF CATERING SERVICES	PA/112/2018-19/HQ/NC/01	01	FWA - GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF PRINTING SERVICES	PA/112/2018-19/HQ/NC/02	01	MVP	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF AIR TRAVEL AND HOTEL RESERVATION SERVICES	PA/112/2018-19/HQ/NC/03	01	MVP	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF ADVERTISING AND PUBLICATION SERVICES	PA/112/2018-19/HQ/NC/04	01	SINGLE SOURCE	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF COURIER, FREIGHT FOWARDING AND CLEARING SERVICES	PA/112/2018-19/HQ/NC/05	01	MVP	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR SERVICING AND MAINTANACE OF MOTOR VEHICLES	PA/112/2018-19/HQ/NC/06	01	TEMESA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF TRANSPORT SERVICES	PA/112/2018-19/HQ/NC/07	01	FWA - GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF INSURANCE SERVICES	PA/112/2018-19/HQ/NC/08	01	FWA - GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR SERVICING AND MAINTANANCE OF OFFICE EQUIPMENT & ACCESSORIES	PA/112/2018-19/HQ/NC/09	01	FWA - GPSA	NA	NA	NA	NA	NA	NA	NA	NA
TENDER FOR PROVISION OF CONFERENCE SERVICES	PA/112/2018-19/HQ/NC/10	01	FWA - GPSA	NA	NA	NA	NA	NA	NA	NA	NA
MAINTANANCE OF CENTRE WEBSITE	PA/112/2018-19/HQ/NC/11	01	MVP	NA	NA	NA	NA	NA	NA	NA	NA

C: CONSULTANCY SERVICES

Description	Basic Data					Request for Expression of Interest			Invitation of proposals and approval for award			
	Tender No.	Lot Number	Procurement Method	Selection Method	Contract Type	Invitation Date	Closing-Opening	Notification Date	Consultant Proposals		Notice of Intention to Award	Notification Date
									Invitation Date	Submission/Opening Date		
1	2	3	4	5	6	7	8	9	10	11	12	13
TENDER FOR CONSULTANCY SERVICES FOR TRAINING LAB STAFF	PA/112/2018-19/HQ/C/01	01	IS	QS	Lump sum	NA	NA	NA	4/3/19	11/3/19	25/3/19	01/4/19
TENDER FOR CONSULTANCY SERVICES FOR LEADERSHIP TRAINING FOR CENTRE STAFF	PA/112/2018-19/HQ/C/02	01	IS	QCBS	Lump sum	NA	NA	NA	4/3/19	11/3/19	25/3/19	01/4/19
DESIGNING AND DEVELOPMENT OF MONITORING AND EVALUATION SOFTWARE	PA/112/2018-19/HQ/C/04	01	IS	QCBS	Lump sum	NA	NA	NA	3/6/19	10/6/19	24/6/19	01/7/19
CONSULTANCY FOR WISE FUTURES STRATEGIC NEED ASSESSMENT	PA/112/2018-19/HQ/C/05	01	IS	QCBS	Lump sum	NA	NA	NA	4/3/19	11/3/19	25/3/19	01/4/19

FWC GPSA- FRAMEWORK AGREEMENT -GOVERNMENT PROCUREMENT SERVICES AGENCY
 MVP - MINOR VALUE POUREMENT
 TEMESA - TANZANIA ELECTRICAL, MECHANICAL AND ELECTRONICS SERVICES AGENCY
 NA- NOT APPLICABLE
 IS- INDIVIDUAL SELECTION
 QS - QUALITY SELECTION
 QCBS - QUALITY COST BASED SELECTION