

ECOWAS PARLIAMENT PROCUREMENT PLAN (GOODS AND PHYSICAL SERVICES) FOR THE YEAR 2025

N	DIRECTORATE	Division	Description	Reference No.	Procurement Category	Procurement Method	Plan vs Real	Estimated Amount (UA)	Estimated Amount (USD)	Planned Start Date	Planned End Date
1	ADMINISTRATION AND FINANCE	General Administration & Conference Division	Purchase of Stationaries & Office Consumables (Bi-annual 1)	PP2025- 001	Goods and Services	RFQ	Plan	25,327	33,591	Mar-25	Apr-25
							Actual				
2			Purchase of Stationaries & Office Consumables (Bi-annual 2)	PP2025- 002	Goods and Services	RFQ	Plan	25,327	33,591	Sept-25	Oct-25
							Actual				
3		Human Resources	Supply of Complimentary Gifts	PP2025- 003	Goods and Services	RFQ	Plan	8,105	10,749	Jun-25	Jul-25
							Actual				
4			Provision of Staff Award/Parting Gifts	PP2025- 004	Goods and Services	RFQ	Plan	11,310	15,000	Oct-25	Nov-25
							Actual				
5			Purchase of Medical Supplies (1st session)	PP2025- 005	Goods and Services	RFQ	Plan	5,278	7,000	May-25	Jun-25
							Actual				
6			Purchase of Medical Supplies (2nd session)	PP2025- 006	Goods and Services	RFQ	Plan	5,278	7,000	Oct-25	Nov-25
							Actual				
7		Infrastructure Division	Purchase of Security Gadgets and Uniforms	PP2025- 007	Goods and Services	RFQ	Plan	4,016	5,326	Oct-25	Nov-25
							Actual				
8			Supply of AGO: Supply of Diesel for Generators (Bimonthly)	PP2025- 008	Goods and Services	RFQ	Plan	599,962	795,720	Mar-25	Bimonthly
							Actual				
9			Supply of Security Equipment	PP2025- 009	Goods and Services	RFQ	Plan	17,211	22,827	Mar-25	Apr-25
							Actual				
10			Replacement of tyres under vehicles maintenance	PP2025- 010	Goods and Services	RFQ	Plan	18,850	25,000	Jun-25	Jul-25
							Actual				
11			Painting of Official Vehicles under vehicle maintenance	PP2025- 011	Goods and Services	RFQ	Plan	25,032	33,200	Mar-25	Jul-25
							Actual				
12			Supply of Office Furniture	PP2025- 012	Goods and Services	RFQ	Plan	25,000	33,157	Mar-25	Apr-25
							Actual				
13			Low Value Asset Office Furniture Component	PP2025- 013	Goods and Services	RFQ	Plan	5,000	6,631	Jun-25	Jul-25
							Actual				
14			Design, Supply and Installation of Car Port under Maintenance of the ECOWAS Parliament Headquarters	PP2025- 014	Goods and Services	RFQ	Plan	15,000	19,894	Feb-25	Mar-25
							Actual				
15			Equipment Maintenance and Purchase of Consumables for Photocopiers (Biannual 1)	PP2025- 015	Goods and Services	RFQ	Plan	10,000	13,263	Jun-25	Jul-25
							Actual				
16			Equipment Maintenance and Purchase of Consumables for Photocopiers (Biannual 2)	PP2025- 016	Goods and Services	RFQ	Plan	10,000	13,263	Nov-25	Dec-25
							Actual				
17			Printing and Production of Public Relations Items for the Celebration of ECOWAS 50th and Parliament's 25th Anniversary	PP2025- 017	Goods and Services	LCB	Plan	75,399	100,000	Mar-25	Jun-25
							Actual				
18			Quarterly Airing of Thematic Documents	PP2025- 018	Goods and Services	RFQ	Plan	3,770	5,000	Nov-25	Dec-25
							Actual				
19			Printing and Production of Items: Video coverage for 1st Ordinary Session	PP2025- 019	Goods and Services	DP	Plan	2,262	3,000	Apr-25	May-25
							Actual				
20			Printing and Production of Items: Photo coverage for 1st Ordinary Session	PP2025- 020	Goods and Services	DP	Plan	1,508	2,000	Apr-25	May-25
							Actual				
21			Printing and Production of News Letters and Parliament Information Brochures for 1st Ordinary Session	PP2025- 021	Goods and Services	RFQ	Plan	5,278	7,000	Apr-25	May-25
							Actual				

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22	OFFICE OF THE SECRETARY GENERAL	Communications Division	Printing and Production of Banner and Roll up for 1st Ordinary Session	PP2025- 022	Goods and Services	DP	Plan	1,131	1,500	Apr-25	May-25
							Actual				
23			Printing and Production of Items: Video coverage for 2nd Ordinary Session	PP2025- 023	Goods and Services	DP	Plan	2,262	3,000	Apr-25	May-25
							Actual				
24			Printing and Production of Items: Photo coverage for 2nd Ordinary Session	PP2025- 024	Goods and Services	DP	Plan	1,508	2,000	Apr-25	May-25
							Actual				
25			Printing and Production of News Letter and Anniversary Edition Magazine	PP2025- 025	Goods and Services	RFQ	Plan	22,620	30,000	Apr-25	May-25
							Actual				
26			Printing and Production of Banner and Roll up for 2nd Ordinary Session	PP2025- 026	Goods and Services	DP	Plan	1,131	1,500	Apr-25	May-25
							Actual				
27			Printing and Production of 2026 Calendar and Diary	PP2025- 027	Goods and Services	RFQ	Plan	30,000	39,789	May-25	Jun-25
							Actual				
28			Purchase of 10 nos. 65 inch Screen Digital Kiosk Stand for Information Display (under Media Outreach: Communication Policy and web social media communication)	PP2025- 028	Goods and Services	RFQ	Plan	6,032	8,000	Mar-25	Apr-25
							Actual				
29			Supply of notice Board for Internal communications (under Media Outreach: Communication Policy and web social media communication)	PP2025- 029	Goods and Services	DP	Plan	754	1,000	Mar-25	Apr-25
							Actual				
30			Visibility activities and Parliamentary Press Corps: Digitalization of Communication Materials	PP2025- 030	Goods and Services	RFQ	Plan	7,540	10,000	Apr-25	May-25
							Actual				
31			Branding of Items for Visibility activities and Parliamentary Press Corps (logos, flags etc)	PP2025- 031	Goods and Services	RFQ	Plan	7,540	10,000	Mar-25	Apr-25
							Actual				
32	Parliamentary Affairs	Library	Library and Documentation (Purchase of Text and E-books, Journals References, and Local Newspaper and Magazines) (Q1)	PP2025- 032	Goods and Services	RFQ	Plan	6,250	8,289	Mar-25	Apr-25
							Actual				
33			Library and Documentation (Purchase of Text and E-books, Journals References, and Local Newspaper and Magazines) (Q2)	PP2025- 033	Goods and Services	RFQ	Plan	6,250	8,289	Jun-25	Jul-25
							Actual				
34			Library and Documentation (Purchase of Text and E-books, Journals References, and Local Newspaper and Magazines) (Q3)	PP2025- 034	Goods and Services	RFQ	Plan	6,250	8,289	Sept-25	Oct-25
							Actual				
35			Library and Documentation (Purchase of Text and E-books, Journals References, and Local Newspaper and Magazines) (Q4)	PP2025- 035	Goods and Services	RFQ	Plan	6,250	8,289	Nov-25	Dec-25
							Actual				

PROCUREMENT METHOD

LCB: Local Competitive Bidding (2 months)

RCB: Regional Competitive Bidding (3 months)

IRCB: International Restrictive Competitive Bidding (2 months)

ICB: International Competitive Bidding (3 months)

RFQ: Request For Quotation (1 month)

DC: Direct Contracting (1 month)

DP: Direct Purchase (1 month)

RT: Restrictive Competitive Bidding (2 months)