	Public Officers' Welfare Council					
	Indicative Procurement Plan for Financial Year 2021-2022					
No.	Type of Procurement - Items to be procured	Quantity Procurement Plan 2021- 2022	Proposed Cost Estimates Procurement Plan 2021-2022	Expected date of acquisition		
	Sports and Keep-Fit Activities Insurance cover (sport and keep-fit activities)	300 persons	25,000	Aug 2021		
		500 persons				
	Men Foot 5 Festival Trophies	4	17,500 4,000	Aug-Sept 2021		
	Medals	28	1,400			
	Banners Water Finals	2 C marks	2,400			
	Water - Finals First Aider -Finals	6 packs	500 2.000			
	Footballs	6	7,200			
	Ladies Foot 5 Festival		17,500	Aug-Sept 2021		
	Trophies	4	4,000	.0		
	Medals	28	1,400			
	Banners	2	2,400			
	Water - Finals	6 packs	500 3,000			
	First Aider -Finals Footballs	6	2,000 7,200			
		Ů	7,200			
	Men Volleyball Festival		17,000	Oct 2021		
	Trophies	4	4,000			
	Medals	60	3,000			
	Banners Water - Finals	2 S marks	2,400			
	First Aider -Finals	8 packs	600 2,000			
	Public Address System (Hiring)	1	5,000			
	Ladies Volleyball Festival		12,600	Oct 2021		
	Trophies Medals	2	2,000			
	Banners	30	700 2,400			
	Water - Finals	6 packs	500			
	First Aider -Finals	1	2,000			
	Public Address System (Hiring)	1	5,000			
1	Walking Football Festival - 6-A-Side		18,500	April 2022		
	Trophies	2	2,000			
	Medals	16	800			
	Footballs	2	4,800			
	Banners Water - Finals	20 packs	2,400 1,500			
	First Aider -Finals	1	2,000			
	Public Address System (Hiring)	1	5,000			
	7-A Side Men Football Festival		20,400	Oct 2021		
	Trophies	4	4,000	000 2021		
	Medals	36	1,700			
	Banners	2	2,400			
	Water - Finals	6 packs	500			
	First Aider -Finals Public Address System (Hiring)	1	2,000 5,000			
	Footballs	4	4,800			
	6-A-Side Ladies Football Festival		21,200	Oct 2021		
	Trophies Medals	4 32	4,000 1,500			
	Banners	2	2,400			
	Water - Finals	20 packs	1,500			
	First Aider -Finals	1	2,000			
	Public Address System (Hiring)	1	5,000			
	Footballs	4	4,800			
	Trails		43,800	Dec 2021 & April 2022		
	T-shirts	150	15,000	p		
	Water - Finals	30 packs	2,500			
	Medals	3	300			
	Caps	150	15,000			
	Shields Banners	5	3,000 6,000			
	Paint gallon for markings	4	2,000			
	<u> </u>		,			

	Literary & Cultural Activities			
	Scrabble		7,000	Aug/Sept 2021
	Shields	8	6,000	
	Scrabble set	5	1,000	
2	Ser abble Set	J	1,000	
_	Domino Competition		2,500	Aug/Sept 2021
	Shields	4	2,000	Aug/30pt 2021
	Domino set	6	500	
	Domino set	b	300	
	Information Education & Communication Assistate			
	Information, Education & Communication Activities		100.000	Wl-b D 2021
	Workshop/Talks	4	168,000	Workshop: Dec 2021 Talks: Feb 2022
_	Conference Hall (Hiring)	1	150,000	Talks: Feb 2022
3	Diaries	100	15,000	
	Pens	100	1,500	
	Tokens	100	1,500	
	Mega Blood Donation*		56,000	Oct 2021
4	Banners	4	6,000	
l -	Tokens (T-shirts, pen, energy drinks)		50,000	
	Reward Ceremony/Get Together with Stakeholders		172,000	Dec 2021
	neward ceremony/ det rogether with stakeholders		172,000	Dec 2021
1	Banners	1	2,000	
5	Catering Services	175 persons	90,000	
ľ	Refreshments		25,000	
	Entertainment		15,000	
	Renting Tents/Chairs/TresItes		40,000	
			,	
	Civil Service Kermesse*		1,078,000	Nov/Dec 2021
	Renting of Marquees, Podium, Chairs, Trestles, Water		580,000	
	Catering Services		54,000	
	Cleaning Services		75,000	
	Banners		15,000	
	Polo Shirts + Caps		22,000	
6				
	Tokens/Gifts for kids		5,000	
	Insurance		3,000	
	Name Badge & Thread (Pouch)		2,000	
	Helium Balloons		7,000	
	Bouncing Castles		40,000	
	Cultural Show/Sound System/Media Coverage		275,000	
7	Recreational Activities - Insurance Cover	100 persons	15,000	Aug 2021
7		100 persons		
7	Karaoke Competition		99,000	Aug 2021 May/June 2022
7	Karaoke Competition Shields	3	99,000 4,000	
7	Karaoke Competition Shields Speakers (500 W)	3 4	99,000 4,000 50,000	
7	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on)	3 4 4	99,000 4,000 50,000 2,500	
7	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier)	3 4 4 1	99,000 4,000 50,000 2,500 30,000	
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer	3 4 4 1 1	99,000 4,000 50,000 2,500 30,000 8,000	
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer)	3 4 4 1 1 2	99,000 4,000 50,000 2,500 30,000 8,000 500	
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones	3 4 4 1 1 2 5	99,000 4,000 50,000 2,500 30,000 8,000	
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer)	3 4 4 1 1 2	99,000 4,000 50,000 2,500 30,000 8,000 500	
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones	3 4 4 1 1 2 5	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000	
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts	3 4 4 1 1 2 5	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000	
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone)	3 4 4 1 1 2 5	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000	May/June 2022
	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts	3 4 4 1 1 2 5 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000	May/June 2022
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils	3 4 4 1 1 2 5 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 1,000	May/June 2022
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads	3 4 4 1 1 2 5 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 1,000 2,000	May/June 2022
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads	3 4 4 1 1 2 5 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 1,000 2,000	May/June 2022
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons	3 4 4 1 1 2 5 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 2,000 2,000 20,000	May/June 2022 Jun 2022
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition	3 4 4 1 1 2 5 2 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 1,000 2,000 20,000 4,600	May/June 2022 Jun 2022
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields	3 4 4 1 1 2 5 2 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 1,000 2,000 20,000 4,600 4,000	May/June 2022 Jun 2022
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields	3 4 4 1 1 2 5 2 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 1,000 2,000 20,000 4,600 4,000	May/June 2022 Jun 2022
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses	3 4 4 1 1 2 5 2 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 2,000 2,000 2,000 4,600 4,000 600	May/June 2022 Jun 2022
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals	3 4 4 1 1 2 5 2 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 2,000 2,000 4,600 4,000 600	Jun 2022 Jan/Feb 2022
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items	3 4 4 1 1 2 5 2 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 2,000 20,000 4,600 4,000 63,100 40,000	Jun 2022 Jan/Feb 2022 When required
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services	3 4 4 1 1 2 5 2 2 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 2,000 2,000 20,000 4,600 4,000 600	Jun 2022 Jan/Feb 2022
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys	3 4 4 1 1 2 5 2 2	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 20,000 20,000 4,600 4,000 600 63,100 40,000 6,000 2,000 2,000	Jun 2022 Jan/Feb 2022 When required Monthly
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office)	3 4 4 1 1 2 5 5 2 100 100	99,000 4,000 50,000 2,500 30,000 8,000 50,000 1,000 1,000 2,000 2,000 4,600 4,000 60,000 6,000 2,000 15,000	Jun 2022 Jan/Feb 2022 When required
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys	3 4 4 1 1 2 5 2 2 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 23,000 20,000 20,000 4,600 4,000 600 63,100 40,000 6,000 2,000 2,000	Jun 2022 Jan/Feb 2022 When required Monthly
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plastic Basket	3 4 4 1 1 2 5 5 2 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 2,000 20,000 4,000 6,000 40,000 6,000 2,000 1,000	Jun 2022 Jan/Feb 2022 When required Monthly
9	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plostic Basket Office Furniture and Equipment	3 4 4 1 1 1 2 5 2 100 100 100	99,000 4,000 50,000 8,000 8,000 500 3,000 1,000 1,000 2,000 20,000 4,600 4,000 600 63,100 40,000 6,000 2,000 15,000 100	Jun 2022 Jan/Feb 2022 When required Monthly
9 10	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plastic Basket Office Furniture and Equipment Laptop	3 4 4 1 1 1 2 5 5 2 100 100 100 100	99,000 4,000 50,000 2,500 30,000 8,000 50,000 1,000 23,000 23,000 20,000 20,000 4,600 40,000 60,000 2,000 15,000 100 215,000 180,000	Jun 2022 Jan/Feb 2022 When required Monthly When required
8	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plastic Basket Office Furniture and Equipment Laptop Mobile phone	3 4 4 4 1 1 2 5 5 2 100 100 100	99,000 4,000 50,000 2,500 30,000 8,000 50,000 1,000 1,000 2,000 2,000 2,000 4,600 4,000 6,000 40,000 15,000 100 215,000 180,000 12,000	Jun 2022 Jan/Feb 2022 When required Monthly
9 10	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plastic Basket Office Furniture and Equipment Laptop Mobile phone Scaffold	3 4 4 4 1 1 2 5 2 2 100 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 1,000 2,000 2,000 4,000 4,000 600 63,100 40,000 6,000 2,000 15,000 100 215,000 180,000 12,000 12,000	Jun 2022 Jan/Feb 2022 When required Monthly When required
9 10	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plastic Basket Office Furniture and Equipment Laptop Mobile phone Scaffold Fan	3 4 4 1 1 2 5 2 100 100 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 1,000 2,000 20,000 4,600 4,000 6,000 2,000 25,000 15,000 100 215,000 12,000 12,000 12,000 12,000 12,000 10,000 9,000	Jun 2022 Jan/Feb 2022 When required Monthly When required
9 10	Karaoke Competition Shields Speakers (500 W) Connecting cables (speak on) Power (Amplifier) Mixer Connecting cables (Mixer) Microphones Connecting cables (Microphone) Basic Training in Dramatic Arts Pens/Pencils Writing pads Fees to resource persons Dictation Competition Shields Tokens (pens) Administrative Expenses Office Expenses & Incidentals Petty Items Sanitary services Trolleys Mineral water (Civil Service House & Head Office) Plastic Basket Office Furniture and Equipment Laptop Mobile phone Scaffold	3 4 4 4 1 1 2 5 2 2 100 100 100	99,000 4,000 50,000 2,500 30,000 8,000 500 3,000 1,000 1,000 2,000 2,000 4,000 4,000 600 63,100 40,000 6,000 2,000 15,000 100 215,000 180,000 12,000 12,000	Jun 2022 Jan/Feb 2022 When required Monthly When required

	Money In Transit Insurance Cover		5,000	Aug 2021
	•			
	Printing & Stationery		200,000	
	Stationeries		40,000	As and when required
	Photocopy papers	200 reams	30,000	As and when required
	Cartridges/Toners		130,000	As and when required
12	Civil Service House - Quarters B7 & B12**		370,000	Jan 2022
	Renovation			
	Roofing (Quarter B7)		300,000	
	Water Pressure Cleaner		15,000	
	Gate		25,000	
	Electrical & Plumbing Works		20,000	
	Microwave	1	10,000	
_	Total		2,671,700	

^{*}Conduct of these activities will be subject to sanitary measures.
**Pending future decisions.