

# ZAMBIA ENVIRONMENTAL MANAGEMENT AGENCY

## PROCUREMENT PLAN FOR GOODS, SERVICES, WORKS AND CONSULTANCY- 2019

### (A) GOODS

No.	Description	Unit	Qty	Procurement method	Source of funds	DATE FOR							
						Tender Invitation / Advertising	Tender Close/Opening	Tender Evaluation	Approval by Committee	Notification of Award	Contract Signing	Commencement of Contract Execution	Completion of contract
1.	Procurement of motor vehicles	Ea.	03		ZEMA	5Feb	8Mar	15Mar	22Mar	5Apr	19Apr	26Apr	26Aug
2.	Procurement of ordinary Refrigerators and for sample preservation	Ea.	01		ZEMA	6Jun	13Jun	20Jun	N/A	N/A	8Jul	8Jul	15Jul
3	Procurement of air, water and acid multiparater samplers	Ea.	02		ZEMA	8Jan	25Jan	8Feb	15Feb	22Feb	12Mar	17Mar	17Jul
4	Procurement of PPE( E.g.- Acid/heat/radiation resistant work	Ea.	Var		ZEMA	8Jan	25Jan	8Feb	15Feb	22Feb	12Mar	17Mar	15Apr

	suits, boots, Gumboots, raincoats, respirators, goggles, hard hats and ear muff)												
5	Procurement of printers, Note counter, Photocopi, binding machine and desk tops	Ea.	2/1/1 /8		ZEMA	8Jan	25Jan	8Feb	15Feb	22Feb	12 Mar	17Mar	15Apr
6	Procurement of Teledyne API 100E,200E,400E and 300E	Ea.	9,5,5 and 5		ZEMA	8Jul	22Jul	29Jul	7Aug	15 Aug	29Aug	4Sept	7Oct
7	Procurement of network attached storage, UPS and Routers	Ea.	3		ZEMA	6Jun	13Jun	20Jun	27Jun	15July	22July	29Jul	30 Aug
8	Procurement of Office cabinets, office desk, conference chairs/	Ea.	8,1, and 10		ZEMA	6Jun	13Jun	20Jun	27Jun	15Jul	22Jul	29Jul	30Aug

	table and visitors chairs												
9	Procurement of Home theater, PA ,	Ea.	2		ZEMA	8Jul	22Jul	29Jul	7Aug	N/A	7Aug	20Aug	27Aug
10	Procurement of water dispenser	Ea.	01		ZEMA	6Jun	13Jun	20Jun	N/A	N/A	8Jul	8Jul	15Jul
11	Procurement of stationery	Lot	var		ZEMA	2Jan	28Jan	5Feb	12 Feb	22Feb	26Mar	26Mar	31Dec ( Running contract)
12	Procurement of office supplies	lot	Var		ZEMA	2Feb	16Feb	23Feb	30Feb	12Mar	26Mar	26Mar	31Dec ( Running contract)
13	Procurement of tyres and tubes	Ea.	40		ZEMA	2Jan	16Jan	23Jan	30Jan	12Feb	19 Feb	26Mar	31Dec ( Running contract)
14	Procurement of vehicle service kits	Ea.	40		ZEMA	2Jan	16Jan	23Jan	30Jan	12Feb	19 Feb	26Feb	31Dec ( In accordance to amendments to circular

													No.1 of 2013)
15	Procurement of vehicle spare part	Ea.	var		ZEMA	2Jan	16Jan	23Jan	30Jan	12Feb	19 Feb	26Feb	31Dec ( In accordance to amendments to circular No.1 of 2013
16	Procurement of fuel and lubricants	Lts	var		ZEMA	2Jan	28Jan	5Feb	12Feb	22Feb	26Mar	26 Mar	31Dec ( Running contract
17	Procurement of newspapers					2Jan	16Jan	23Jan	30 Jan	4Feb	11 Feb	11Feb	31Dec ( Running contract
<b>SUB TOTAL</b>													

**(B) WORKS**











<b>SUB TOTAL</b>																			

**(D) CONSULTANCY SERVICES**

N o.	Description	Pro c met hod	Selec tion meth od	Source of funds	Adv ertisi ng EOI	App rova l of Sho rtlis t	Issue RFP	Open Tec Prop	Evaluat e Proposa l	Approv al	Open Fin Prop	DATE OF							Time for completi on of contract	Time for Comp of contract
												Approval	Negotiation	Approval	Notice of award	Contract Signing	Start of contract	Time for completion of contract		
1.	Developmen t of conservation plan for Lukanga swamp		COQ	World Bank	2jan	15 Feb	28Feb	12April	19April	26Apri	3May	10May	17M ay	24Ma y	4Jun	11Ju n	18Ju n	18 Nov		
2.	Developmen t of central Environment al information system		COQ	World Bank	2jan	15Fe b	28Feb	12April	19April	26April	3 May	10 May	17M ay	24Ma y	4Jun	11Ju n	18 Jun	18 Nov		
3	Consultancy to review communicati on strategy		COQ	World Bank	12jan	15Fe b	22 Feb	22Mar	29 Mar	8 Apr	15Apr	22Apr	29A pri	29Apr i	4May	18M ay	25M ay	25Aug		

4	Consultancy to establish information register		COQ	World Bank	13Mar	15Apr	22Apr	22May	29May	6Jun	17Jun	24Jun	3Jul	18Jul	25Jul	6Aug	13Aug	11Nov			
5	Consultancy to prepare Third National Communication		COQ	TNC	13Mar	15Apr	22Apr	22May	29May	6Jun	17Jun	24Jun	3Jul	18Jul	25Jul	2Aug	9Aug	11Nov			
6	Development of Environment management strategy		COQ	ZEMA	3Jul	17Jul	24Jul	22Aug	29Aug	5Sept	19Sept	26Sept	3Oct	17Oct	25 Oct	2Sept	9 sept	11Dec			
<b>SUB TOTAL</b>																					
<b>GRAND TOTAL( A+B+C+D)</b>																					

Key: Colour Code for Procurement Methods



Opening Bidding



Direct Bidding



Limited Bidding



Simplified Bidding