

GUIDE
In order to fill in the APP XLS template you must save it in .xls or .
<b>DO NOT change the template's format</b>
<b>DO NOT change the order of columns</b>
<b>DO NOT change the column headers</b>
<b>DO NOT leave empty rows</b>
Fields in red highlight indicate mandatory fields, while fields in yell
If uncertain or requiring help, please consult the Buyer (Procureing
The rules to complete the template for creating a valid APP are lis
Fill in the "Plan" sheet of the APP template starting from Row 8

Field
Contract Package
Procurement Category
Package Number
Quantity
Estimated Amount (GHS)

### Procurement Method

## Prequalification

### Final Authority for Contract Award

Operation start date
2017-01-01
2017-02-01
2017-03-01
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2031-09-01</

## Tender Invitation to Date

## Tender closing

### Submission of Tender evaluation report

**Approval by Final Authority**

<b>Date Contract Award</b>	
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### Source of Funds

#### Comments

Project ID

URI

## Rationale

ON HOW TO FILL IN THE TEMPLATE
xlsx format
ow highlight indicate fields that are optional
g Entity) User Manual
ted below

Validation Type
Mandatory
Mandatory, values: <ul style="list-style-type: none"> <li>- Goods,</li> <li>- Works,</li> <li>- Technical Services,</li> <li>- Consulting Services,</li> <li>- Disposal of Public Assets</li> </ul>
Mandatory
Mandatory
Mandatory

Mandatory, values:
- International Competitive Tendering
- National Competitive Tendering
- International Restricted Tendering
- National Restricted Tendering
- International Two-stage Tendering
- National Two-stage Tendering
- International Restricted Two-stage Tendering
- National Restricted Two-stage Tendering
- Single Source Tendering
- Request for Quotation (RFQ)
- Disposal by Tender
- Disposal by Public Auction
- Least Cost Selection with EOI
- Least Cost Selection with RFP
- Quality-Cost Based Selection with EOI
- Quality-Cost Based Selection with RFP
- Quality Based Selection with EOI
- Quality Based Selection with RFP
- Selection Under Fixed Budget with EOI
- Selection Under Fixed Budget with RFP
- Selection Based on Consultant's Qualification (SBCQ)
- Individual Consultants (IC)
Mandatory (Yes/No)
Mandatory (applicable for bidding)
Mandatory
Mandatory
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Mandatory
Optional
An external identifier for the project that this contracting process forms part of, or is funded via (if applicable). Some organizations maintain a registry of projects, and the data should use the identifier from the relevant registry of projects.
A URI pointing directly to a machine-readable record about the related budget or projects for this contracting process.
The rationale for the procurement provided in free text. More detail can be provided in an attached document.

<b>Procuring Entity</b>	Ketu South Municipal Assembly
<b>Procurement Plan for financial year</b>	2023
<b>Date Last Updated</b>	11/30/22
<b>Comments</b>	

<b>Contract Package</b>	<b>Procurement Category</b>
CANTEEN SERVICES AND REFRESHMENT	Technical Services
PURCHASE OF LED STREETLIGHTS	Goods
CAPACITY BUILDING OF STAFF	Consulting Services
CELEBRATION OF FARMERS DAY	Goods
CONSTRUCTION AND COMPLETION OF 1NO. INSTITUTIONAL WORKS	Works
CONSTRUCTION OF 1NO. ANIMAL POUND AT KSMA	Works
CONSTRUCTION OF 1NO. ANIMAL POUND FOR A ZC	Works
CONSTRUCTION OF 1NO. RECREATIONAL CENTER WITH	Works
DODORKOPE WATER PROJECT	Works
EMPOWERMENT THROUGH ECONOMIC SUPPORT AND	Goods
FUMIGATION	Consulting Services
FURNISHING OF KLIKOR LIBRARY	Goods
INDEPENDENCE DAY CELEBRATION	Goods
LIQUID WASTE MANAGEMENT	Consulting Services
MAINTENANCE AND REPAIRS OF OFFICIAL VEHICLES	Technical Services
MAINTENANCE AND REPAIRS OF OFFICIAL VEHICLES	Technical Services
MAINTENANCE AND REPAIRS OF OFFICIAL VEHICLES	Technical Services
MAINTENANCE OF FURNITURE AND FITTINGS	Technical Services
MAINTENANCE OF FURNITURE AND FITTINGS	Technical Services
MAINTENANCE OF GENERAL EQUIPMENT	Technical Services
MAINTENANCE OF GENERAL EQUIPMENT	Technical Services
MAINTENANCE OF MARKETS	Technical Services
MAINTENANCE OF OFFICE EQUIPMENT	Technical Services
MAINTENANCE OF PUBLIC SANITARY FACILITIES	Technical Services
MAINTENANCE OF PUBLIC TOILETS	Technical Services
MAINTENANCE OF SCHOOLS	Technical Services
NATIONAL DAY CELEBRATION	Goods
OFFICE FACILITIES,SUPPLIES AND ACCESSORIES	Goods
OFFICE FACILITIES,SUPPLIES AND ACCESSORIES	Goods
OTHER OFFICE MATERIALS AND CONSUMABLES	Goods
PRINTED MATERIALS AND STATIONERY	Goods
PRINTED MATERIALS AND STATIONERY	Goods
PROCUREMENT OF CLEANING MATERIALS	Goods
PROCUREMENT OF FURNITURE AND FIXTURES FOR 2	Works
PROCUREMENT OF FURNITURE FOR DIFFERENT SCHOOLS	Goods
PROCUREMENT OF OFFICE EQUIPMENT AND LOGISTICS	Goods
PROCUREMENT OF OFFICE FACILITIES,SUPPLIES AND	Goods

PROCUREMENT OF OFFICE FACILITIES,SUPPLIES AND	Goods
PROCUREMENT OF UNIFORM AND PROTECTIVE CLOTHES	Goods
PROCUREMENT,INSTALLATION AND MAINTENANCE	Works
PROPERTY VALUATION	Technical Services
PURCHASE OF PETTY TOOLS	Goods
PURCHASE OF PETTY TOOLS/IMPLEMENTS	Goods
REHABILITATION OF SLAUGHTER HOUSES, MEAT SHOPS	Works
RENOVATION OF MARKET SHED - MUNICIPAL	Works
REPAIRS OF OFFICE BUILDINGS	Technical Services
REPAIRS OF OFFICE BUILDINGS	Technical Services
REPAIRS OF OFFICE BUILDINGS	Technical Services
REPAIRS OF RESIDENTIAL BUILDINGS	Technical Services
REPAIRS OF RESIDENTIAL BUILDINGS	Technical Services
SPORTS,RECREATIONAL AND CULTURAL MATERIALS	Goods
STAFF DEVELOPMENT	Consulting Services
STAFF DEVELOPMENT	Consulting Services
TOKOR AND ITS ENVIRONS WATER SUPPLY PROJECT	Works
TRAINING AND CAPACITY BUILDING ACTIVITIES	Consulting Services
VALUE BOOKS	Goods

Package Number	Quantity	Estimated Amount (GHS)
VR/KSMA/DACF/WK/05/2	1	40000
VR/KSMA/MP/GDS/03/23		
VR/KSMA/DACF-RFG/SERV	1	54378
VR/KSMA/DACF/WK/011/	1	70000
VR/KSMA/IGF/WKS/021/2	1	200000
VR/KSMA/IGF/WKS/022/2	1	20000
VR/KSMA/DACF/WK/03/2	1	20000
VR/STDA/DACF-RFG/WKS,	1	945134.8
VR/KSMA/GOG-WATER/W	1	45966.68
VR/KSMA/PWD/GDS/053/	1	300000
VR/STDA/DACF/GDS/019/	1	470000
VR/KSMA/MP/GDS/054/2	1	100000
VR/KSMA/DACF/GDS/020,	1	93000
VR/KSMA/DACF/GDS/018,	1	70000
VR/KSMA/IGF/GDS/029/2	1	33000
VR/KSMA/GOG/SERV/043	1	5100
VR/KSMA/MAG/SERV./05:	1	6210
VR/KSMA/DACF/WK/014/	1	20000
VR/KSMA/IGF/GDS/032/2	1	5500
VR/KSMA/DACF/WK/015/	1	20000
VR/KSMA/IGF/SERV./033/	1	5500
VR/KSMA/DACF/WK/016/	1	50000
VR/KSMA/GOG/SERV./041	1	10000
VR/KSMA/IGF/SERV./S/03	1	1678.02
VR/KSMA/DACF/WK/017/	1	30000
VR/KSMA/DACF/WK/016/	1	60000
VR/KSMA/IGF/GDS/038/2	1	1100
VR/KSMA/ DACF/ WK/08/	1	87000
VR/KSMA/IGF/GDS/025/2	1	61000
VR/KSMA/DACF/WK/07/2	1	40000
VR/KSMA/DACF/WK/06/2	1	160000
VR/KSMA/IGF/GDS/024/2	1	108000
VR/KSMA/IGF/GDS/S/035,	1	30000
VR/KSMA/DACF/WK/04/2	1	33861.3
VR/STDA/DACF-RFG/SERV	1	100487.2
VR/KSMA/UNICEF/GDS/05	1	8000
VR/KSMA/MAG/GDS/050,	1	4000

VR/KSMA/GOG/GDS/S/03	1	9660
VR/KSMA/IGF/GDS/036/2	1	550
VR/KSMA/DACF/WK/02/2	1	150000
VR/KSMA/IGF/GDS/028/2	1	2200
VR/KSMA/DACF/GDS/017,	1	60000
VR/KSMA/GOG/GDS/042/	1	2800
VR/KSMA/DACF/WK/01/2	1	100000
VR/KSMA/IGF/WKS/023/2	1	246745.93
VR/KSMA/DACF/WK/013/	1	30000
VR/KSMA/IGF/GDS/031/2	1	11000
VR/KSMA/GOG/GDS/S/04	1	21300
VR/KSMA/DACF/WK/012/	1	40000
VR/KSMA/IGF/GDS/030/2	1	5500
VR/KSMA/IGF/GDS/037/2	1	550
VR/KSMA/DACF/WK/09/2	1	30500
VR/KSMA/IGF/GDS/027/2	1	22000
VR/KSMA/GOG-WATER/W	1	86524.44
VR/KSMA/DACF/WK/010/	1	20000
VR/KSMA/IGF/GDS/026/2	1	49500



Procurement Method	Prequalification	Final Authority for Contract Award
Request for Quotation (RFQ)	No	Head of Entity
Individual Consultants (IC)	No	Entity Tender Committee
National Restricted Tendering	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
National Competitive Tendering	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
National Competitive Tendering	No	Entity Tender Committee
Individual Consultants (IC)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Entity Tender Committee
Individual Consultants (IC)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
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Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
National Competitive Tendering	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
National Competitive Tendering	No	Entity Tender Committee
National Competitive Tendering	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
National Competitive Tendering	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity

Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Entity Tender Committee
National Competitive Tendering	No	Entity Tender Committee
Request for Quotation (RFQ)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
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Request for Quotation (RFQ)	No	Head of Entity
Individual Consultants (IC)	No	Head of Entity
Individual Consultants (IC)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity
Individual Consultants (IC)	No	Head of Entity
Request for Quotation (RFQ)	No	Head of Entity



03/01/2023	04/01/2023	25/01/2023
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Source of Funds	Comments	ProjectId	URI	Rationale
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DACF

DACF-RFG

DACF

IGF

IGF

DACF

DACF-RFG

GOG-WATER

PWD

DACF

MPCF

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