



ZCAS PROCUREMENT PLAN 2015							
No	Description	Quantity	Source of Funds	When to Procure	Invitation to bid/ Quotation Collec	Expected Delivery	Method of Procurement
Books & Study Materials							
1	Books & Study Materials	3,000	ZCAS	Q2	May-15	Jun-15	Limited/Simplified
2	Books & Study Materials	3,000	ZCAS	Q4	Nov-15	Dec-15	Limited/Simplified
Furniture and fittings							
1	Study chairs	300	ZCAS	Q1	Mar-15	Apr-15	Limited Bidding
2	Study Tables	250	ZCAS	Q1	Mar-15	Apr-15	Limited Bidding
3	White boards non magnetic	5	ZCAS	Q2	Apr-15	May-15	Simplified Bidding
4	Conference tables	2	ZCAS	Q1	Mar-15	Mar-15	Limited Bidding
5	Filing Cabinets	1	ZCAS	Q3	Aug-15	Sep-15	Simplified Bidding
6	Office table and chair	5	ZCAS	Q2	Apr-15	May-15	Simplified Bidding
7	Louvered Windows	75	ZCAS	Q3	Jul-15	Aug-15	Simplified Bidding
IT Equipment /Software							
1	LCD Projectors	10	ZCAS	Q2	Apr-15	May-15	Limited Bidding
2	Big UPS	2	ZCAS	Q2	Apr-15	May-15	Limited Bidding
3	ICT Tools	1	ZCAS	Q2	Apr-15	May-15	Simplified Bidding
4	Offsite Backup/ Recovery Site Implementation	1	ZCAS	Q2	May-15	Jun-15	Limited Selection
5	Student administration software	1	ZCAS	Q3	Jul-15	Jun-15	Limited Selection
6	Desk top computers	10	ZCAS	Q2	Apr-15	Jun-15	Limited Bidding
7	Laptops	7	ZCAS	Q1	Mar-15	Apr-15	Limited Bidding
8	Ipads	3	ZCAS	Q2	May-15	Jun-15	Limited Bidding
9	64" TV	1	ZCAS	Q4	Nov-15	Dec-15	Simplified Bidding
10	MS projects 2013	1	ZCAS	Q2	Apr-15	May-15	Limited Selection

11	Computer Lab Modificatio (Labs 1,2 & 3)	1	ZCAS	Q2	Apr-15	Jun-15	Limited Selection
12	Deep Freeze -EDU 150 Clients	1	ZCAS	Q3	Jul-15	Sep-15	Limited Bidding
13	PA System	1	ZCAS	Q2	Apr-15	May-15	Simplified Bidding
14	Printers	5	ZCAS	Q1	Mar-15	Apr-15	Simplified Bidding
15	Server Rooms Temp. monitoring device	2	ZCAS	Q1	Mar-15	Apr-15	Simplified Bidding
16	Scanner	2	ZCAS	Q2	Apr-15	Jun-15	Simplified Bidding
17	HRM Software	1	ZCAS	Q2	Apr-15	May-15	Limited Selection
18	Wifi Radios (Complete)	3	ZCAS	Q4	Oct-15	Dec-15	Simplified Bidding
19	Heavy Duty Printer	1	ZCAS	Q1	Mar-15	Apr-15	Limited Bidding
20	Speakers and Amplifiers	1	ZCAS	Q4	Oct-15	Dec-15	Simplified Bidding
Office Equipment							
1	Photocopier	1	ZCAS	Q1	Mar-15	Apr-15	Limited Bidding
2	Fax Machine	1	ZCAS	Q1	Feb-15	Feb-15	Simplified Bidding
3	Paper Shredder	1	ZCAS	Q1	Mar-15	Mar-15	Simplified Bidding
Plant and Equipment							
1	Washing Machine	1	ZCAS	Q1	Feb-15	Mar-15	Limited Bidding
2	Air-Cons	10	ZCAS	Q2	Apr-15	Jun-15	Limited Bidding
3	Fridges 195L	40	ZCAS	Q2	Apr-15	May-15	Limited Bidding
4	Geyser 150 Litres	5	ZCAS	Q1	Feb-15	Mar-15	Simplified Bidding
5	Fire Alarm System: 2 Fire Panels	1	ZCAS	Q3	Oct-15	Dec-15	Limited Bidding
6	Numatic Scrubbing Machine	2	ZCAS	Q1	Mar-15	Apr-15	Limited Bidding
Motor Vehicle							
1	Light Truck (3-4 tonnes)	1	Grant	Q1/Q2	Mar-15	Apr-15	Limited Bidding
Hostel Expenses and Maintenance							
1	Crocery	Various Items	ZCAS	Q1,Q3			Simplified Bidding

2	Painting of new hostels at the Centre Extenal	1	ZCAS	Q1/Q2	Apr-15	Jun-15	Limited Selection
Property Repairs and Maintenance							
1	Painting of all ZCAS Faded roofs	1	ZCAS	Q3	15-Aug	15-Oct	Limited Selection
2	Roof sealing-New Building	1	ZCAS	Q2	Apr-15	Jun-15	Limited Selection
3	Painting of the boundary wall with EHC/NIPA	1	ZCAS	Q2	15-May	Jun-15	Limited Selection
4	Laying of tiles in the new Gymnasium	1	ZCAS	Q1	15-Feb	15-Mar	Limited Selection
5	Painting of the administration block-old	1	ZCAS	Q2	Apr-15	May-15	Limited Selection
Protective Clothing							
1	Work suites	50	ZCAS	Q1	Feb-15	Apr-15	Limited Bidding
2	Safety Shoes	40	ZCAS	Q1	Feb-15	Apr-15	Limited Bidding
3	Dust coats	45	ZCAS	Q1	Feb-15	Apr-15	Limited Bidding
4	Ladies Dresses	6	ZCAS	Q1	Feb-15	Apr-15	Simplified Bidding
5	Ladies shoes	6	ZCAS	Q1	Feb-15	Apr-15	Simplified Bidding
6	Guards Uniforms	6	ZCAS	Q1	Feb-15	Apr-15	Simplified Bidding
7	Front line Staff unifroms	14	ZCAS	Q1	Feb-15	Apr-15	Simplified Bidding
8	Drivers attire	6	ZCAS	Q1	Feb-15	Apr-15	Simplified Bidding
Printing and Stationery							
1	General stationery	Various Items	ZCAS	Q1,Q2,Q3,Q4			Limited Bidding
Promotioanal Materials							
1	ZCAS Pens	5,000	ZCAS	Q2	Apr-15	Jun-15	Simplified Bidding
2	Brochures	15,000	ZCAS	Q2, Q3			Simplified Bidding
3	Office Shirts	500	ZCAS	Q2	Apr-15	Jun-15	Simplified Bidding
4	Calendars	1,200	ZCAS	Q4	Oct-15	Dec-15	Simplified Bidding
5	Diaries	750	ZCAS	Q4	Oct-15	Dec-15	Simplified Bidding

KEY

Q1	FIRST QUARTER
Q2	SECOND QUARTER
Q3	THIRD QUARTER
Q4	FOURTH QUARTER
	LIMITED BIDDING
	SIMPLIFIED BIDDING