

ECOWAS PARLIAMENT PROCUREMENT PLAN (GOODS AND NON-INTELLECTUAL SERVICES) FOR THE YEAR 2026

N	DIRECTORATE	Division	Description	Reference No.	Procurement Category	Procurement Method	Plan vs Real	Start Date	End Date
1	ADMINISTRATION AND FINANCE	General Administration & Conference	Purchase of Stationaries & Office Consumables (Bi-annual 1)	PP-GS-2026- 001	Goods	RFQ	Plan	2026-04-13	2026-06-30
2			Purchase of Stationaries & Office Consumables (Bi-annual 2)	PP-GS-2026- 002	Goods	RFQ	Actual		
3			Purchase of Medical Supplies for Parliamentary Sessions (May and November)	PP-GS-2026- 003	Goods	DP	Plan	2026-04-13	2026-10-30
4			Purchase of Complimentary Seasonal Greeting Cards/Gifts	PP-GS-2026- 004	Goods	RFQ	Actual		
5		Infrastructure	Installation of Conference Equipment and Touch Screens	PP-GS-2026- 005	Goods	LCB	Plan	2026-02-23	2026-06-30
6			Acquisition of 700 Multi-language Conference Headsets	PP-GS-2026- 006	Goods	RFQ	Actual		
7			Purchase of Photocopiers IM 400	PP-GS-2026- 007	Goods	LCB	Plan	2026-02-23	2026-04-30
8			Purchase of Ten (10) Uninterrupted Power Supply (UPS) Devices	PP-GS-2026- 008	Goods	LCB	Actual		
9			Purchase of Ten (10) Refrigerators	PP-GS-2026- 009	Goods	RFQ	Plan	2026-03-02	2026-06-30
10			Purchase of Fifteen (15) 60 " Smart Television Sets	PP-GS-2026- 010	Goods	RFQ	Actual		
11			Purchase of Fifty (50) Chairs for Security Guards	PP-GS-2026- 011	Goods	DP	Plan	2026-03-16	2026-06-30
12			Replacement of Faulty Fire Alarm System	PP-GS-2026- 012	Goods & Services	LCB	Actual		
13			Replacement of Faulty Public Address Systems	PP-GS-2026- 013	Goods & Services	RFQ	Plan	2026-03-16	2026-06-30
14			Supply and Installation of Office Furniture	PP-GS-2026- 014	Goods & Services	RFQ	Actual		
15			Purchase of Security Equipment: Internal routes traffic sign and parking marks barricades	PP-GS-2026- 015	Goods	RFQ	Plan	2026-03-16	2026-06-30
16			Purchase of First Aid Box and Essential 1st Line Medication Materials	PP-GS-2026- 016	Goods	RFQ	Actual		
17			Purchase of Security Uniforms and Kits (Ceremonial Uniforms, Safety Shoes, Under-vehicle Search Mirrors, Hand Scanners, Tactical LED Rechargeable mini flashlight)	PP-GS-2026- 017	Goods	DP	Plan	2026-03-01	2026-04-30
18			Purchase of IT Equipment	PP-GS-2026- 018	Goods	RFQ	Actual		
19			Purchase of Security Uniforms and Kits (Ceremonial Uniforms, Safety Shoes, Under-vehicle Search Mirrors, Hand Scanners, Tactical LED Rechargeable mini flashlight)	PP-GS-2026- 017	Goods	RFQ	Plan	2026-02-16	2026-03-30
20			Purchase of IT Equipment	PP-GS-2026- 018	Goods & Services	Framework Agreement (Piggy backing)	Actual		
21			Supply and Installation of Solar System & Car Port	PP-GS-2026- 019	Goods & Services	RFQ	Plan	2026-03-01	2026-06-01
22			Renewal of Network Security Solution Licenses/Subscription	PP-GS-2026- 020	Goods & Services	RFQ/SLA	Actual		
23			Provision of Microsoft 365 Licences for ECOWAS Mail and Support	PP-GS-2026- 021	Goods & Services	RFQ/SLA	Plan	2026-06-01	2026-08-30
24			Acquisition of windows server 2022 standard with RDS Client Access License	PP-GS-2026- 022	Goods & Services	RFQ/SLA	Actual		
25			Upgrade of the Network Infrastructure (Cabling)	PP-GS-2026- 023	Goods & Services	RFQ	Plan	2026-02-01	2026-03-30
26	Acquisition of Backup Synology Rack Station RS3617+ for External Data	PP-GS-2026- 024	Goods & Services	RFQ	Actual				
27	Installation of Language Trados Studio 2025 Professional (Single-User)	PP-GS-2026- 025	Goods & Services	RFQ	Plan	2026-04-01	2026-06-30		
28					Actual				

26	ADMINISTRATION AND FINANCE	Infrastructure	Purchase of Three (3) Vehicles for ECOWAS Parliament	PP-GS-2026- 026	Goods & Services	RCB	Plan	2026-03-02	2026-05-30
27			Equipment Maintenance and Purchase of Consumables for Photocopiers	PP-GS-2026- 027	Goods & Services	RFQ	Plan	2026-05-01	2026-06-30
28			Services for Routine Maintenance of Official Vehicles and Purchase of Tyres	PP-GS-2026- 028	Goods & Services	RFQ	Actual		
29	OFFICE OF THE SECRETARY GENERAL	Communications	Printing and Production of Annual Magazine	PP-GS-2026- 029	Goods & Services	RFQ	Plan	2026-06-01	2026-08-30
30			Printing and Production of Handbills/Flyers/Sticker/Posters/Information brochures	PP-GS-2026- 030	Goods & Services	DP	Actual		
31			Printing and Production of Annual Calendars	PP-GS-2026- 031	Goods & Services	RFQ	Plan	2026-09-01	2026-10-30
32			Printing and Production of Annual Journals/ Diaries	PP-GS-2026- 032	Goods & Services	RFQ	Actual		
33			Printing and Production of Directory	PP-GS-2026- 033	Goods & Services	DP	Plan	2026-03-01	2026-05-30
34			Printing and Production of Banners with stand for Session/Events	PP-GS-2026- 034	Goods & Services	RFQ	Actual		
35			Printing and Production of Information Guide	PP-GS-2026- 035	Goods & Services	DP	Plan	2026-05-01	2026-06-30
36			Audio Visual Coverage of Session/Events/Meetings	PP-GS-2026- 036	Goods & Services	RFQ	Actual		
37			Production of Promotional Gifts/Souvenirs	PP-GS-2026- 037	Goods	RFQ	Plan	2026-04-20	2026-10-20
38			Production of Flags and Signages	PP-GS-2026- 038	Goods	RFQ	Actual		
39			PARLIAMENTARY AFFAIRS	Parliamentary Affairs	Production of Communication and Visibility Materials for ECOFEPA Activities	PP-GS-2026- 039	Goods	RFQ	Plan
40	Library, Documentation & Research	Purchase of Library Books, Local and International Newspapers and Magazines		PP-GS-2026- 040	Goods	RFQ	Actual		

PROCUREMENT METHOD

- LCB: Local Competitive Bidding (2 months)
- RCB: Regional Competitive Bidding (3 months)
- ICB: International Competitive Bidding (3 months)
- RFQ: Request For Quotation (1 month)
- DP: Direct Purchase (1 month)