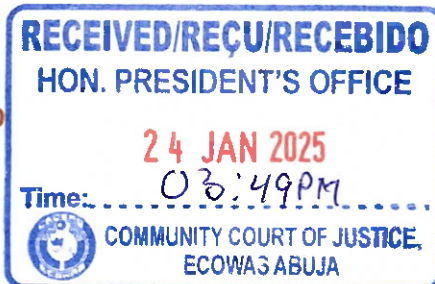




COMMUNITY COURT OF JUSTICE, ECOWAS
COUR DE JUSTICE DE LA COMMUNAUTE, CEDEAO
TRIBUNAL DE JUSTICA DA COMUNIDADE, CEDEAO



INTERNAL MEMO

To: Honorable President, CCJ, ECOWAS
From: Director of Administration and Finance
Ref: ECW/CCJ/DAF/Memo/Jan.008/2025/du
Subject: 2025 Procurement Plan for CCJ, ECOWAS
Date: 24th January 2025

1. Tome's Comprehensions.
2. Demand Procurement
for the President
Abuja, 07-02-25

Your Lordship,

In accordance with Article 24 of the Procurement Tender Code, which mandates all procurement entities to prepare an annual procurement plan, I hereby submit to you the 2025 Procurement Plan for the Court. This plan outlines the Court's activities related to the procurement of goods, works, and services.

Regards,

William Deiyan Towah, Ph.D
Director of Administration and Finance,
Community Court of Justice, ECOWAS
Abuja – Nigeria.

Om, pls dispatch plan
to all:
(1) Hon. Judges
(2) Directors
(3) HODs and heads of
units

COMMUNITY COURT OF JUSTICE ECOWAS PROCUREMENT PLAN (GOODS AND PHYSICAL SERVICES) FOR THE YEAR 2025

N	DIRECTORATE	Reference Budgetary	Description (Value cannot exceed 250 Characters)	Reference No. (Value cannot exceed 40 Characters)	Procurement Category	Procurement Method	Plan or Bid	Estimated Amount (UA) (Must be greater than zero, and a positive number; no points or commas)	Estimated Amount (USD) (Must be greater than zero, and a positive number; no points or commas)	Start Date (Must be in YYYY/MM/DD format)	End Date (Must be in YYYY/MM/DD format)
1	REGISTRY	671016	Supply of P-Touch Machines and Tapes	CJ2025-001	Goods and Physical Services	RFP	Plan Actual	2306 	3020	2025/02/03	2025/03/03
2	ADMIN & FIN	651002	Supply of Official outdoor flags	CJ2025-002	Goods and Physical Services	RFP	Plan Actual	4320 	5559	2025/02/03	2025/03/03
3	ADMIN & FIN	651020	Supply of Kaspersky anti-virus	CJ2025-003	Goods and Physical Services	RFP	Plan Actual	6381 	8359	2025/02/03	2025/03/03
4	ADMIN & FIN	211006	Supply of office Electronic Equipment for Staff use	CJ2025-004	Goods and Physical Services	RFP	Plan Actual	3054 	4000	2025/02/03	2025/03/03
5	OFFICE OF HON. PRESIDENT	652016	Supply of Gift Items	CJ2025-005	Goods and Physical Services	RFP	Plan Actual	8692 	11385	2025/02/10	2025/03/10
6	ADMIN & FIN	211007	Hosting of Websites, Domain Names & SSL Certificate	CJ2025-006	Goods and Physical Services	RFP	Plan Actual	8398 	11000	2025/02/10	2025/03/10
7	ADMIN & FIN	651020	Kamp Load Balancer	CJ2025-007	Goods and Physical Services	RFP	Plan Actual	9161 	12000	2025/02/10	2025/03/10
8	REGISTRY	241001	Supply of Translation / Interpretation software	CJ2025-008	Goods and Physical Services	RFP	Plan Actual	13655 	17900	2025/02/17	2025/03/17
9	ADMIN & FIN	652009	Supply of Driver's uniforms	CJ2025-009	Goods and Physical Services	RFP	Plan Actual	5229 	6850	2025/02/17	2025/03/17
10	ADMIN & FIN	120001	Supply of Printed stationery consumables	CJ2025-010	Goods and Physical Services	RFP	Plan Actual	3961 	5215	2025/02/28	2025/03/28
11	OFFICE OF HON. PRESIDENT	211009	Supply and installation of Household appliances etc. for the official residence of the Hon. President of the Court	CJ2025-011	Goods and Physical Services	RFP	Plan Actual	9650 	12641	2025/02/28	2025/03/28
12	ADMIN & FIN	211007	Supply of Laptops and all in one Printers for Staff of the Court	CJ2025-012	Goods and Physical Services	FWA	Plan Actual	17502 	23450	2025/02/28	2025/03/28
13	ADMIN & FIN	651007	Supply of Sophos firewall Security Platform	CJ2025-013	Goods and Physical Services	RFP	Plan Actual	19083 	24996	2025/03/03	2025/03/31
14	ADMIN & FIN	211011	Supply and installation of office tables, chairs for P&G staff and conference chairs	CJ2025-014	Goods and Physical Services	RT	Plan Actual	20331 	26632	2025/03/03	2025/05/03
15	ADMIN & FIN	120001	Supply of Ink & Toner's Consumables	CJ2025-015	Goods and Physical Services	RFP	Plan Actual	10880 	14252	2025/03/03	2025/03/31
16	ADMIN & FIN	651002	Supply of Basic Security Detection Equipment	CJ2025-016	Goods and Physical Services	RFP	Plan Actual	7505 	9831	2025/03/03	2025/03/31
17	ADMIN & FIN	651020	Supply of Opened Information Management System	CJ2025-017	Goods and Physical Services	RFP	Plan Actual	21221 	27797	2025/04/02	2025/05/02
18	ADMIN & FIN	211007	Court's Backup & Recovery System	CJ2025-018	Goods and Physical Services	FWA	Plan Actual	13738 	17995	2025/04/02	2025/05/02
19	REGISTRY	211007	Supply and installation of Court room Equipment and accessories	CJ2025-019	Goods and Physical Services	RFP	Plan Actual	4300 	5633	2025/04/02	2025/05/02

20	ADMIN & FIN	120001	Supply of General office stationeries	CJ2025-020	Goods and Physical Services	RFQ	Plan	6947	9100	2025/04/02	2025/05/02
							Actual				
21	ADMIN & FIN	651020	Supply of Adobe Acrobat Professional & Electronic signature solution	CJ2025-021	Goods and Physical Services	DP	Plan	1935	2534	2025/05/02	2025/09/02
							Actual				
22	OFFICE OF HON.PRESIDENT	641700	Supply of Calendars and Diaries	CJ2025-022	Goods and Physical Services	RFQ	Plan	19890	26054	2025/05/02	2025/06/02
							Actual				
23	ADMIN & FIN	641700	Supply and installation of Bulletin Board system (BBS) with 5 Display Panels	CJ2025-023	Goods and Physical Services	RFQ	Plan	3968	5224	2025/06/02	2025/06/30
							Actual				
24	ADMIN & FIN	120001	Supply of A4 Photocopy Paper	CJ2025-024	Goods and Physical Services	RFQ	Plan	3854	5048	2025/06/02	2025/06/30
							Actual				
25	ADMIN & FIN	241001	Supply of Privilege Access Management Solution	CJ2025-025	Goods and Physical Services	FWA	Plan	7976	10448	2025/08/18	2025/09/18
							Actual				
26	ADMIN & FIN	651002	Supply of Electrical & Plumbing Consumables, spares & accessories	CJ2025-026	Goods and Physical Services	RFQ	Plan	3893	5099	2025/08/18	2025/09/18
							Actual				
27	ADMIN & FIN	652000	Supply of Security Regiments	CJ2025-027	Goods and Physical Services	RFQ	Plan	5724	7468	2025/09/01	2025/09/30
							Actual				
28	ADMIN & FIN	241001	Supply of Network Monitoring tools	CJ2025-028	Goods and Physical Services	FWA	Plan	8092	10600	2025/09/01	2025/09/30
							Actual				
29	OFFICE OF HON.PRESIDENT	641700	Supply of the Hon. President's Annual Report	CJ2025-029	Goods and Physical Services	RFQ	Plan	5077	6650	2025/10/02	2025/10/31
							Actual				
30	ADMIN & FIN	241001	Supply of General Operational Software (Zoom, OCR, CamScanner & Dragon Naturally Speaking)	CJ2025-030	Goods and Physical Services	RFQ	Plan	9924	13000	2025/10/02	2025/10/31
							Actual				
31	ADMIN & FIN	211007	Industrial Reproduction Machines	CJ2025-031	Goods and Physical Services	RFQ	Plan	14467	18950	2025/11/03	2025/11/30
							Actual				
32	REGISTRY	651019	Supply of Archive Boxes	CJ2025-032	Goods and Physical Services	RFQ	Plan	4897	6415	2025/11/03	2025/11/30
							Actual				
33	ADMIN & FIN	211007	Supply of Network and Computer repair kit	CJ2025-033	Goods and Physical Services	RFQ	Plan	3194	4184	2025/11/03	2025/11/30
							Actual				
34	ADMIN & FIN	211007	IT Standard Adoption Z7001	CJ2025-034	Goods and Physical Services	RFQ	Plan	3194	4184	2025/11/10	2025/12/10
							Actual				
			TOTAL					292851	383603		

PROCUREMENT METHOD

LCB: Local Competitive Bidding (2 months)

RCB: Regional Competitive Bidding (3 months)

IRCB: International Restrictive Competitive Bidding (2 months)

ICB: International Competitive Bidding (3 months)

RFQ: Request For Quotation (1 month)

DC: Direct Contracting (1 month)

DP: Direct Purchase (1 month)

FWA: Framework Agreement (1 month)

RT: Restrictive Competitive Bidding (2 months)

COMMUNITY COURT OF JUSTICE ECOWAS PROCUREMENT PLAN (WORKS) FOR THE YEAR 2025

N	DIRECTORATE	Reference Budgetaire	Description (Value cannot exceed 250 Characters)	Reference No. (Value cannot exceed 40 Characters)	Procurement Category	Procurement Method	Plan vs. Actual	Estimated Amount (UA) (Must be greater than zero, and a positive number; no points or commas)	Estimated Amount (USD) (Must be greater than zero, and a positive number; no points or commas)	Start Date (Must be in YYYY/MM/DD format)	End Date (Must be in YYYY/MM/DD format)
1	OFFICE OF THE HON. PRESIDENT	651004	Yearly General Renovation Works on the Official Residence of the Hon. President of the Court	CJ2025-033	Works	RFQ	Plan Actual	15070	19740	2025/04/01	2025/05/30
			TOTAL					15070	19740		

PROCUREMENT METHOD

LCB: Local Competitive Bidding (2 months)
 RCB: Regional Competitive Bidding (3 months)
 IRCB: International Restrictive Bidding (3 months)
 ICB: International Competitive Bidding (2 months)
 RFQ: Request For Quotation (1 month)
 DC: Direct Contracting (1 month)
 DP: Direct Purchase (1 month)
 RT: Restrictive Competitive Bidding (2 months)

COMMUNITY COURT OF JUSTICE ECOWAS PROCUREMENT PLAN (CONSULTANCY SERVICES) FOR THE YEAR 2025

N	DIRECTORATE	Reference Budgetaire	Description (Value cannot exceed 250 Characters)	Reference No. (Value cannot exceed 40 Characters)	Procurement Category	Procurement Method	Plan vs Actual	Estimated Amount (UA) (Must be greater than zero, no points or commas)	Estimated Amount (USD) (Must be greater than zero, no points or commas)	Planned Start Date (Must be in YYYY/MM/DD format)	Planned End Date (Must be in YYYY/MM/DD format)
1	ADMIN & FIN	621001	Selection of Individual Consultant in digital transformation as lead & technical consultant for the Court's Electronic case Management System (ECMS) and OpenText ECM	CJ2025-034	CS	ICS	Plan Actual	40000	52396	2025/03/02	2025/05/02
			TOTAL					40000	52396		

Procurement Method

- CQ: Consultant Qualifications - (3 months)
 ICS: Selection of Individual Consultant (3 months)
 QCBS: Quality Cost Based Selection (5 months)
 DC: Direct Contracting (2 months)
 LCS: Least Cost Selection (5 months)
 STC: Short Term Consultant