

## Chapter : 1505 Ministry of Finance/General Supplies Department

**Creation:** A directorate specializing in supplies was established as per the administrative organization regulation of the Ministry of Finance no. (25) for 1972. In 1976, the General Supplies Department became an independent department and its administration is affiliated with His Excellency the Minister of Finance. In 1978, the Supplies Regulation no. (37) for 1978 was issued and in 1992, the government procurement was extended and its importance was increased and entitled the preparation of a new supplies law issued under no. (32) for 1993.

**Vision :** Efficient management of the electronic government procurement and inventory.

**Mission:** Providing ministries, governmental departments and public institutions with their needs of supplies and services with sufficient quality, and at appropriate time and price.

### Tasks of the Ministry / Department:

- \_ Develop legislations and draw up the general policy of supplies management.
- \_ Good exploitation and management of government stock.
- \_ Control and proper use on supplies at government ministries and departments whenever the Supplies Department deems fit.
- \_ Contribute to providing database of supplies with their specifications and coding.
- \_ Ensure the needs of government ministries and departments such as supplies and services as well as maintain and insure them with high quality and reasonable prices and on time.

### Ministry/Department Contribution to the National Objectives:

- \_ Contribute to stimulate the national economy and sustainable development.
- \_ Institutionalism of reform, development and update process in the supplies management.
- \_ Contribute to reduce the general budget deficit and control the general expenditures.

### Major Issues and Challenges which face the Ministry / Department:

- \_ Lack technical staff and equipment and the increase in authorization degree of employees in government and public procurement and stock in government ministries and departments.
- \_ Harmonizing the applicable legislations in line with the updates and requirements of e-commerce and e-procurement and e- government stock.
- \_ High financial costs to use international internet which leads to digital gap to deal with e-government especially e-procurement and commerce.
- \_ The lack of available opportunities and build the self-abilities of the staff of public supplies department and supplies units in the government ministries and departments and the lack of any located appropriations.
- \_ The need to provide digital certificates and e-signatures either bidders or workers in the government ministries and departments and banking sector.
- \_ The necessity of secured networking to ensure information security and exchange safely.

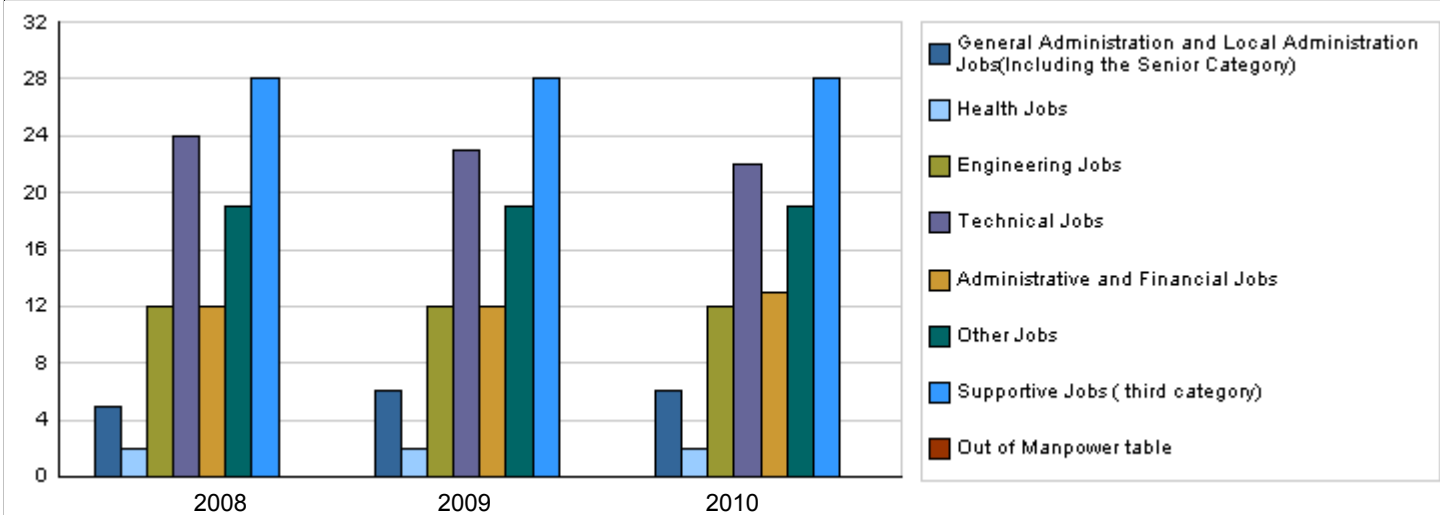
# Chapter : 1505 Ministry of Finance/General Supplies Department

## Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	base year	Value	Actual Value	Target Value	Primary Self Evaluation	Target Value		
				2008	2009	2009	2010	2011	2012
1 - Controlling governmental procurement operations, and providing what ministries and governmental departments need, according to the applicable supplies regulation	1 Percentage of accomplished procurement requests to the total requests received at the Department.	2008	92%	-	93%	93%	94%	95%	96%
	2 Saving amounts of money for the country's treasury (in million).	2008	9	-	10	10	11	12	13

## Number of Staff of the Ministry / Department

Group	Job	Actual 2008	Primary 2009	Estimated 2010
General Administration and Local Administration J	Leading and supervisory jobs	5	6	6
Health Jobs	Health jobs	2	2	2
Engineering Jobs	Engineering jobs	12	12	12
Technical Jobs	Technical jobs	24	23	22
Administrative and Financial Jobs	Other jobs(Accountant, administrative)	12	12	13
Other Jobs	Procurement officer, researcher	19	19	19
Supportive Jobs ( third category)	Administrative services jobs	23	22	23
	Electricity jobs	4	5	4
	Several jobs	1	1	1
Total		102	102	102
Out of Manpower table	Out of manpower table	0	0	0
Overall Total		102	102	102
Number of male staff		69	69	69
Number of female staff		33	33	33



## Key Information of the Ministry / Department

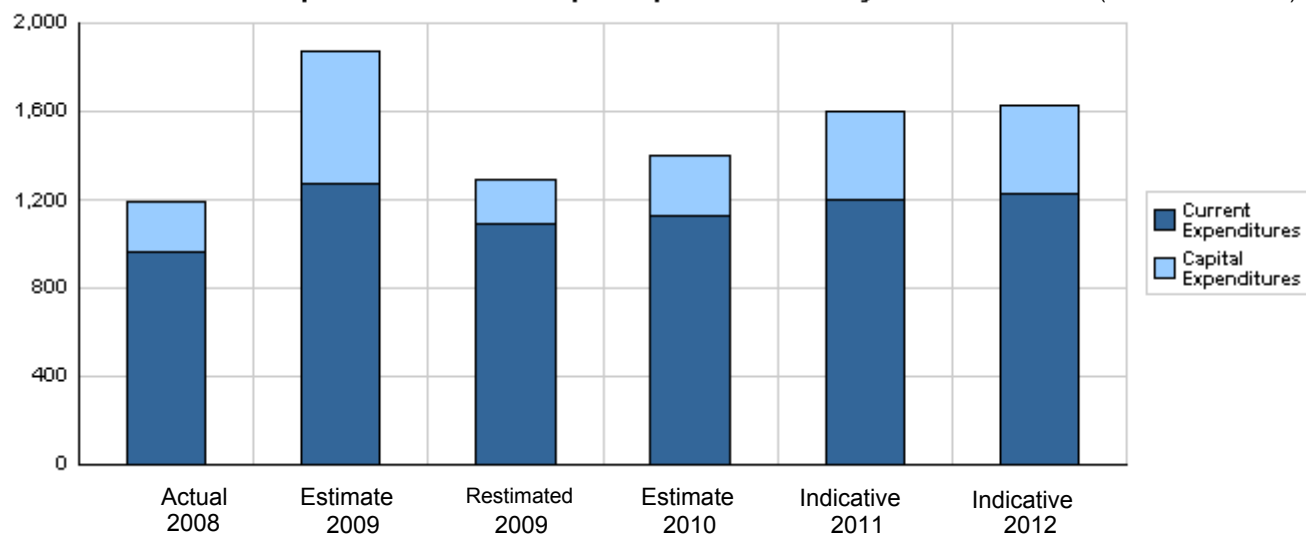
No.	Description	2006	2007	2008	2009	2010
1	Purchase medical supplies and treatments( million/JDs).	43	52	59	64	0
2	Purchase equipment, devices and heavy duty machines ( million/JDs).	4	2	4	6	0
3	Purchase vehicles, heavy duty machines, tires, spare parts and oils ( million/JDs).	4	6	11	12	0
4	Purchase agricultural and vaterinary supplies and vaccination (million/JDs).	12	3	3	4	0
5	Purchase several services and materials ( million/ JDs).	24	22	20	38	0

**Overall Summary of Expenditures for Chapter 1505- Ministry of Finance/General  
Supplies Department  
for the years 2008 - 2012**

( JDs )

Description		Actual 2008	Estimate 2009	Re_Estimate 2009	Estimate 2010	Indicative 2011 2012	
Group	Current Expenditures						
2111	Salaries, Wages and allowances	560,672	641,700	597,700	651,000	660,000	693,000
2121	Social Security Contributions	24,540	32,000	30,000	30,000	32,000	34,000
2211	Use of Goods and Services	361,457	557,300	443,300	422,500	473,000	471,000
2821	Other current expenses	15,530	19,000	19,000	20,500	25,000	26,000
3113	Other Fixed Assets	270	20,000	0	5,000	10,000	5,000
Total current expenditures		962,469	1,270,000	1,090,000	1,129,000	1,200,000	1,229,000
Capital Expenditures							
2211	Use of Goods and Services	218,333	399,400	141,000	259,000	330,000	330,000
3112	Machinery and Equipment	13,291	198,600	57,000	15,000	65,000	65,000
3113	Other Fixed Assets	1,187	2,000	2,000	0	5,000	5,000
Total capital expenditures		232,811	600,000	200,000	274,000	400,000	400,000
Treasury		232,811	600,000	200,000	274,000	400,000	400,000
Total current and capital expenditures		1,195,280	1,870,000	1,290,000	1,403,000	1,600,000	1,629,000

**Graph of the current and capital expenditures for the years 2008 - 2012** ( Thousands of JDs )

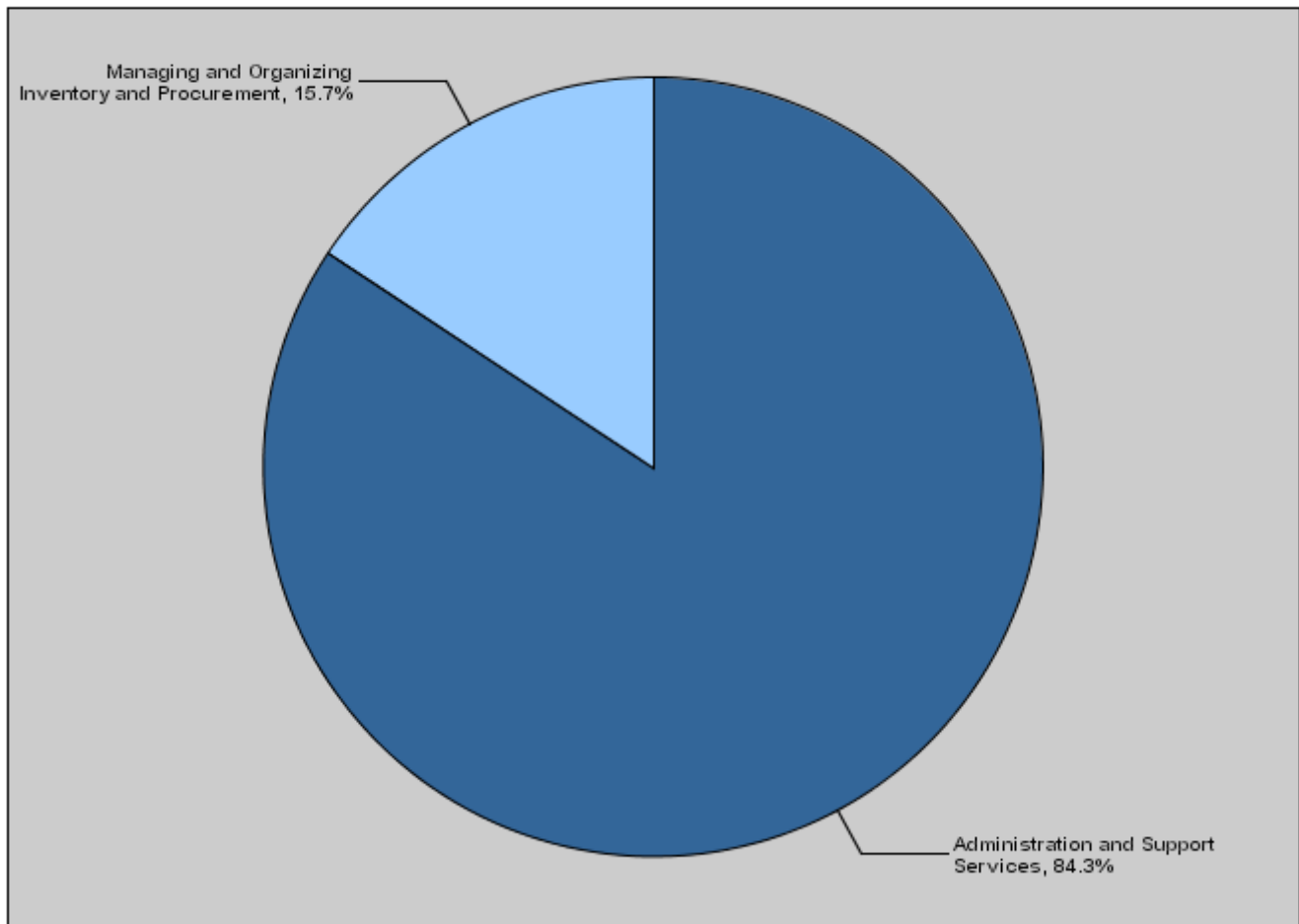


Budget of Chapter 1505 - Ministry of Finance/General Supplies Department  
For the Year 2010 Distributed According to Program

(In JD's )

Prog.	Description	Current Expenditures	Capital Expenditures	Total Expenditures
2601	Administration and Support Services	1,129,000	54,000	1,183,000
2605	Managing and Organizing Inventory and Procurement	0	220,000	220,000
Total		1,129,000	274,000	1,403,000

**Total Expenditures for the year 2010 Distributed According to Program**



2601

Administration and Support Services Program

Objective of the program :

Provide support, direction and services for all directorates.

The strategic objective related to the program :

Control the government procurement processes and ensure the needs of government ministries and departments as per applicable supplies regulation.

Directorates associated with the program :

- Financial and administrative affairs.

- Internal control.

- Administrative development and information.

Services provided by the program :

- Prepare training plan for the employees and qualify the staff.

- Computerize the activities of the department.

- Prepare the annual report.

- Recieve comments and complaints and solve them in transparent and accountable manner.

- Develop work and spread knowledge.

- Accelerate and improve the quality of services provided by the department through customer service center.

Staff working in the program :

The program is implemented through a functional staff in 2009 estimated with ( 102 ) staff, including ( 69 ) males and ( 33 ) females .

Performance Measurement Indicators for program

Performance Measurement Indicator		Base Year	Value	Actual value	Target Value	First Self Evaluation	Target		
				2008	2009	2009	2010	2011	2012
1	Percentage of qualified employees to the total employees.	2008	70%	70%	75%	57%	80%	85%	87%
2	Satisfaction degree of department's clients.	-	-	-	75%	75%	80%	85%	90%

Appropriations OF Administration and Support Services Program as Per Activities and Projects. ( In JDs

Activities and Projects		Actual 2008	Estimate 2009	Re_Estimate 2009	Estimate 2010	Indicative 2011 2012	
Current Expenditures		962,469	1,270,000	1,090,000	1,129,000	1,200,000	1,229,000
2111	Salaries, Wages and allowances	560,672	641,700	597,700	651,000	660,000	693,000
2121	Social Security Contributions	24,540	32,000	30,000	30,000	32,000	34,000
2211	Use of Goods and Services	361,457	557,300	443,300	422,500	473,000	471,000
2821	Other current expenses	15,530	19,000	19,000	20,500	25,000	26,000
3113	Other Fixed Assets	270	20,000	0	5,000	10,000	5,000
Capital Expenditures		78,903	217,000	86,000	54,000	100,000	100,000
001	Administration Project	64,933	148,600	84,000	54,000	100,000	100,000
002	Contribution of the Government in C	2,968	57,000	0	0	0	0
003	Qualifying the government procurem	0	11,400	2,000	0	0	0
004	Qualifying the Department to particip	11,002	0	0	0	0	0
Program / Treasury		78,903	217,000	86,000	54,000	100,000	100,000
Total Program		1,041,372	1,487,000	1,176,000	1,183,000	1,300,000	1,329,000

2605	Managing and Organizing Inventory and Procurement Program
<p><b>Objective of the program :</b></p> <p>Supply the government ministries and departments with high quality supplies, services and insurance and to exploit and manage these supplies using the technological means and Information systems.</p> <p><b>The strategic objective related to the program :</b></p> <p>Control the government procurement processes and ensure the needs of government ministries and departments as per the applicable supplies regulations.</p> <p><b>Directorates associated with the program :</b></p> <ul style="list-style-type: none"> <li>- Procurement</li> <li>- Warehouses.</li> </ul> <p><b>Services provided by the program :</b></p> <ul style="list-style-type: none"> <li>- Reduce government procurement invoice through recycling surplus and stagnant and know the general assets of stock in all government ministries and departments.</li> <li>- Control on supplies.</li> <li>- Minimize time, efforts and cost when ensuring the requirements of ministries and departments of supplies and services.</li> </ul> <p><b>Staff working in the program :</b></p> <p>The program is implemented through the staff of the department.</p>	

## Performance Measurement Indicators for program

Performance Measurement Indicator		Base Year	Value	Actual value	Target Value	First Self Evaluation	Target		
				2008	2009	2009	2010	2011	2012
1	Number of petitions on the awarding decisions.	2008	40%	40%	30%	30%	27%	25%	20%
2	Period between the procurement request and the awarding decision(per day).	2008	90	90%	80	80	70	60	50
3	Degree of obviousness in procurement procedures.	-	-	-	85%	85%	90%	95%	100%

## Appropriations OF Managing and Organizing Inventory and Procurement Program as Per Activities and Projects. ( In JDs )

Activities and Projects		Actual 2008	Estimate 2009	Re_Estimate 2009	Estimate 2010	Indicative	
						2011	2012
Current Expenditures		0	0	0	0	0	0
Capital Expenditures		153,908	383,000	114,000	220,000	300,000	300,000
001	Computerizing the Government Proc	3,722	160,000	0	50,000	100,000	100,000
002	Updating and Developing the Govern	150,186	183,000	114,000	170,000	200,000	200,000
003	SMS Gateway	0	20,000	0	0	0	0
004	E-services	0	20,000	0	0	0	0
Program / Treasury		153,908	383,000	114,000	220,000	300,000	300,000
Total Program		153,908	383,000	114,000	220,000	300,000	300,000