

Chapter : 1505 Ministry of Finance/General Supplies Department

- Creation:** A special directorate for supplies management was established under Administrative Organization of the Ministry of Finance Bylaw No. (25) for the year 1972. In 1976, the General Supplies Department became an independent department whose administration is affiliated to His Excellency the Minister of Finance. In 1978, General Supplies Bylaw No. (37) for the year 1978 was issued. However in 1992, the scope of government procurement expanded, and its importance increased. Therefore, it became necessary to issue a new supplies bylaw, which was issued under No. (32) for the year 1993.
- Vision :** Efficient management of the E-government procurement and inventory according to the best international standards
- Mission:** The General Supplies Department seeks to provide the ministries and government departments with their needs of goods and services with appropriate quality, price and time in a manner that ensures that the ministries and government departments perform their tasks and functions through qualified human cadres and enhance the strategic partnership with the stakeholders using the best techniques and modern methods in procurement and storage.
- Legal Framework :** Supplies Bylaw No. (32) for the year 1993, and amendments thereto, and instructions issued hereunder

Tasks of the Ministry / Department:

- Develop legislation and draw up the general policy of supplies management in line with the local, regional and international developments by providing opinion and consultation to the ministries and departments in the field of supplies' management.
- Secure the needs of ministries and government departments of supplies and their services as well as providing maintenance and insurance for them at high quality and reasonable prices and on time.
- Good exploitation and management of government stock to realize reduction in government procurement bill and contribute to reducing the general budget deficit and verify the actual need for procurement.
- Contribute to providing a database for supplies and their specifications and coding, issue documents to form scientific reference for researchers and those interested in this field, establish database for procurement processes and a chronological record of suppliers and supplies and services prices.
- Maintain standard specifications for supplies of common and recurrent use.

- Control supplies and use of them properly by making inventories at the ministries and departments as the General Supplies Department deems fit.
- Provide the ministries and government departments with stationery, publications and financial forms through the central warehouses of the department.
- Provide the ministries and government departments with fit for use surplus and unused supplies.

Ministry/Department Contribution to the Achievement of the National Objectives:

- Contribute to stimulate the national economy and sustainable development.
- Institutionalize reform, development and modernization process in supplies management.
- Contribute to reducing the general budget deficit and controlling public expenditures.

Major Issues and Challenges which face the Ministry / Department:

- Align the applicable legislation to be in line with the developments and requirements of e-commerce and e-government procurement and e- government stock.
- The high financial cost for using international internet which leads to a digital gap in dealing with the e-government, especially e-commerce and e-procurement.
- Lack of available opportunities for enabling and building self-capacities for the employees of General Supplies Department and Supplies Units in the ministries and government departments.
- The shortage of staffs and technical equipment and the increase of enabling workers in government procurement and stock in the government ministries and departments.
- The necessity of availability of digital certificates and e-signatures for the bidders or the staff in the ministries and government departments working with the banking sector

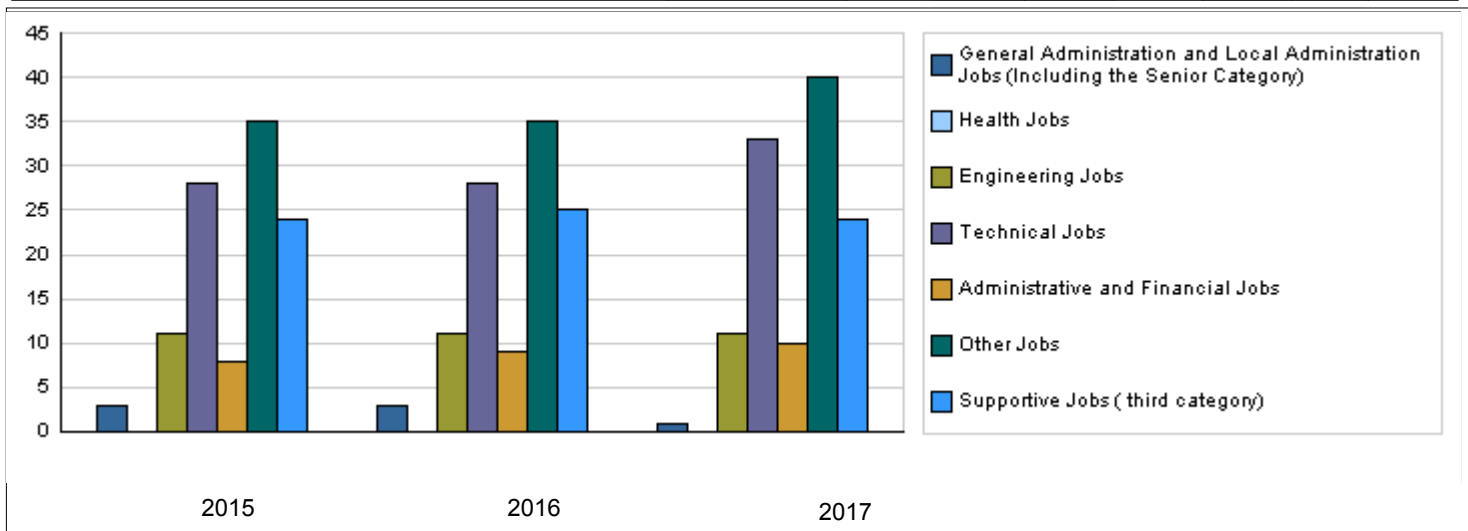
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Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	Base year	Value	Actual Value	Target Value	Preliminary Self Evaluation	Target Value		
				2015	2016	2016	2017	2018	2019
1 - To control government procurement operations and provide the needs of ministries and government departments, according to the applicable supplies bylaw	1 Percentage of accomplished procurement requests to the total requests received at the Department	2013	%93	%90	%92	%92	%92	%92	%93
	2 Saving amounts for the State's Treasury (million JDs)	2013	10	9	10	9	10	11	11

Number of Staff of the Ministry / Department

Group	Job	2015			2016			Preliminary 2017		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
General Administration and Local Administration Jobs (Including the Senior Category)	Leadership and supervisory jobs	3	0	3	3	0	3	1	0	1
Health Jobs	Health jobs	0	0	0	0	0	0	0	0	0
Engineering Jobs	Engineering jobs	10	1	11	10	1	11	10	1	11
Technical Jobs	Technical jobs	10	18	28	10	18	28	17	16	33
Administrative and Financial Jobs	Other jobs (Accountant, Administrative Officer)	5	3	8	5	4	9	6	4	10
Other Jobs	Procurement Officer, Researcher, Auditor	27	8	35	27	8	35	32	8	40
Supportive Jobs (third category)	Administrative services jobs	19	3	22	20	3	23	19	3	22
	Electricity jobs	2	0	2	2	0	2	2	0	2
Total		76	33	109	77	34	111	87	32	119
Total Cost of Salaries		710536	304515	1015051	750030	336970	1087000	848990	314010	1163000



Key Information of the Ministry / Department

No.	Description	2013	2014	2015	2016	2017
1	Purchasing medical supplies and treatments (million/ JDs)	43	52	27	30	30
2	Purchasing devices, equipment and machines (million/JDs)	4	2	4.1	6	5
3	Purchasing vehicles, equipment, tires, spare parts and oils (million/JDs)	4	6	3.5	4.5	5
4	Purchasing veterinary and agricultural supplies and vaccines (million/JDs)	12	3	0.5	0.5	1
5	Purchasing several materials and services (million /JDs)	24	22	56	25	35

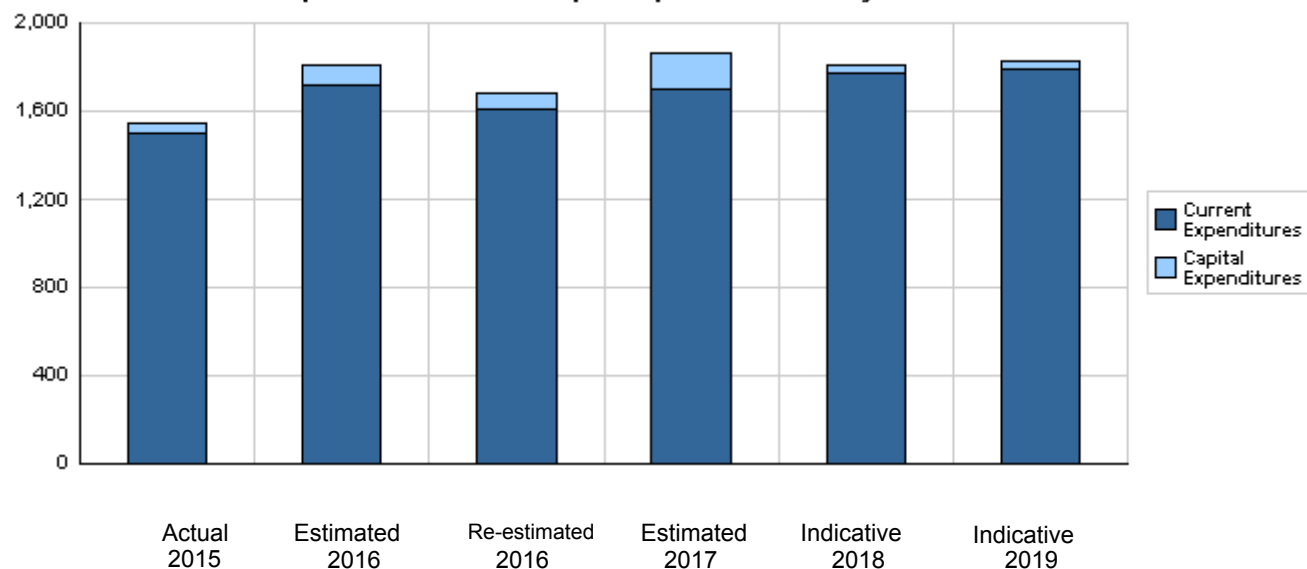
**Overall Summary of Expenditures for Chapter 1505- Ministry of Finance/General Supplies
Department
for the Years 2015 - 2019**

(In JDs)

Description		Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative		
						2018	2019	
Group	Current Expenditures							
2111	Salaries, Wages and Allowances	963,420	1,083,000	1,032,000	1,098,000	1,137,000	1,154,000	
2121	Social Security Contributions	51,631	58,000	55,000	65,000	70,000	72,000	
2211	Use of Goods and Services	463,367	565,000	505,000	507,000	535,000	535,000	
2821	Other Current Expenditures	23,034	15,000	15,000	16,000	16,000	16,000	
3112	Devices, Machinery and Equipment	0	0	0	14,000	14,000	14,000	
Total current expenditures		1,501,452	1,721,000	1,607,000	1,700,000	1,772,000	1,791,000	
		Capital Expenditures						
2211	Use of Goods and Services	36,386	40,000	31,700	30,000	20,000	20,000	
3112	Devices, Machinery and Equipment	11,521	45,000	40,300	130,000	15,000	15,000	
Total capital expenditures		47,907	85,000	72,000	160,000	35,000	35,000	
Treasury		47,907	85,000	72,000	160,000	35,000	35,000	
Total current and capital expenditures		1,549,359	1,806,000	1,679,000	1,860,000	1,807,000	1,826,000	

(Thousands of JDs)

Graph of the current and capital expenditures for the years 2015 - 2019

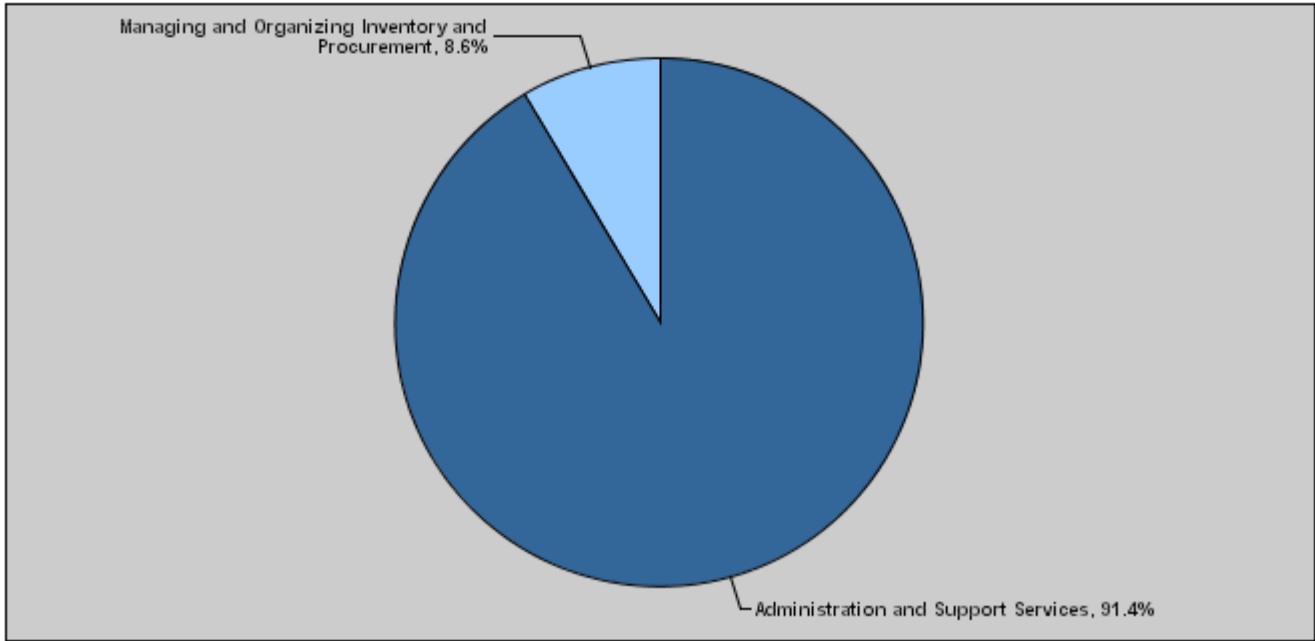


Budget of Chapter 1505 - Ministry of Finance/General Supplies Department
For the Year 2017 Distributed According to Program

(In JDs)

Prog.	Description	Current Expenditures	Capital Expenditures	Total Expenditures
2601	Administration and Support Services	1,700,000	0	1,700,000
2605	Managing and Organizing Inventory and Procurement	0	160,000	160,000
Total		1,700,000	160,000	1,860,000

Total Expenditures for the Year 2017 Distributed According to Programs



Estimated Allocations for Females distributed according to Programs for the Years 2015 - 2019

Program	2015	2016	2017	2018	2019
2601 Administration and Support Services	454940	493349	463500	476700	481800
Total	454940	493349	463500	476700	481800

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

2601	Administration and Support Services Program
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Objective of the program :

Provide support, guidance and services to all the Department's directorates.

The strategic objective related to the program :

Control the government procurement processes and secure the needs of ministries and government departments as per the applicable supplies bylaw.

Directorates associated with the program :

- 1- Administrative and Financial Affairs Directorate
- 2- Information Directorate.
- 3- Development and Training Directorate
- 4- Internal Control Directorate

Services provided by the program :

- Prepare training plan for the employees and qualify them.
- Computerize the activities of the Department.
- Prepare the annual report.
- Receive comments and complaints and solve them in transparent and accountable manner.
- Develop work and disseminate 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 2016 estimated with (111) staff, including (77) males and (34) females .

Performance Measurement Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
			2015	2016		2016	2017	2018
1 Degree of satisfaction of the Department clients from the public sector	2013	%85	%90	%95	%93	%95	%95	%95
2 Degree of satisfaction of the Department's clients from the private sector	2013	%75	%85	%92	%90	%92	%93	%94
3 Percentage of qualified employees to total number of employees	2013	%70	%85	%90	%90	%90	%90	%90

Appropriations Of Administration and Support Services Program as Per Activities and Projects.

(In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2015	2016	2016	2017	2018	2019
Current Expenditures	1,501,452	1,721,000	1,607,000	1,700,000	1,772,000	1,791,000
601 Administrative and Support Services	1,501,452	1,721,000	1,607,000	1,700,000	1,772,000	1,791,000
Capital Expenditures	39,936	50,000	45,000	0	0	0
001 Institutional Capacities Enhancement Project	39,936	50,000	45,000	0	0	0
Program / Treasury	39,936	50,000	45,000	0	0	0
Total Program	1,541,388	1,771,000	1,652,000	1,700,000	1,772,000	1,791,000

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

2605	Managing and Organizing Inventory and Procurement Program
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Objective of the program :

Supply the ministries and government departments with high quality supplies and services and cover them with insurance and exploit and manage these supplies well using the technological means and information systems.

The strategic objective related to the program :

Control the government procurement processes and secure the needs of ministries and government departments as per the applicable supplies bylaw.

Directorates associated with the program :

- 1- Strategic Projects Follow-up Directorate
- 2- Medical Supplies and Equipment Procurement Directorate
- 3- Mechanical and Office Supplies Procurement Directorate
- 4- Central Warehouses Directorate

Services provided by the program :

- Reduce government procurement invoice through recycling surplus supplies and stagnant and identify the general inventory of the government stock in all ministries and government departments.
- Control supplies and extent of benefit therefrom.
- Minimize time, efforts and cost when securing the services and supplies requirements of ministries and departments.
- Increase the efficiency of achievement in procurement, storage and central control on procurement and inventory.

Staff working in the program :

The program is implemented through the Department's staff.

Performance Measurement Indicators for Program

Performance Measurement Indicator		Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
				2015	2016		2016	2017	2018
1	Percentage of objections to the initial award decisions	2013	%35	%25	%15	%20	%15	%15	%15
2	Percentage of objections to the specifications and conditions of tenders	2013	%35	%20	%15	%18	%15	%15	%15
3	Degree of clarity of procurement procedures and standards	2013	%85	%90	%95	%95	%95	%95	%95
4	Duration for tender awarding/ working day	2013	90	70	50	65	50	50	50
5	Percentage of coverage circulated among the ministries and government departments through the General Supplies Department	2013	%40	%65	%65	%65	%65	%70	%70

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

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2015	2016	2016	2017	2018	2019
Current Expenditures	0	0	0	0	0	0
Capital Expenditures	7,971	35,000	27,000	160,000	35,000	35,000
002 Updating and Developing the Government Warehouses Systems	6,231	20,000	15,000	40,000	20,000	20,000
005 Contribution of central procurement departments in e-procurement system	1,740	15,000	12,000	120,000	15,000	15,000
Program / Treasury	7,971	35,000	27,000	160,000	35,000	35,000
Total Program	7,971	35,000	27,000	160,000	35,000	35,000

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(In JDs)

Current Activities Appropriations According to Program								
Prog.	Activites		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2015	2016	2016	2017	2018	2019
2601	601	Administrative and Support Services	1501452	1721000	1607000	1700000	1772000	1791000
		Total of Program	1501452	1721000	1607000	1700000	1772000	1791000
		Total	1501452	1721000	1607000	1700000	1772000	1791000

Capital Projects Appropriations According to Program								
Prog.	Projects		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2015	2016	2016	2017	2018	2019
2601	001	Institutional Capacities Enhancement Project	39936	50000	45000	0	0	0
		Total of Program	39936	50000	45000	0	0	0
2605	002	Updating and Developing the Government Warehouses Systems	6231	20000	15000	40000	20000	20000
	005	Contribution of central procurement departments in e-procurement system	1740	15000	12000	120000	15000	15000
		Total of Program	7971	35000	27000	160000	35000	35000
		Total	47907	85000	72000	160000	35000	35000

Overall Summary of Current Expenditures for the Years 2015 - 2019

Chapter: 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative 2018	Indicative 2019
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	92737	95000	88000	90000	89000	88000
	102	Unclassified Employees	169283	182000	172000	180000	185000	190000
	103	Comprehensive Contract Employees	30672	32000	31000	32000	33000	34000
	105	Personal Cost of Living Allowance	151691	170000	160000	180000	192000	195000
	106	Family Cost of Living Allowance	15338	18000	16000	17000	18000	18000
	111	Additional Allowance	152114	168000	161000	178000	190000	197000
	113	Transportation Allowance	28440	31000	31000	33000	35000	37000
	114	Transport Allowance	9780	12000	10000	10000	12000	12000
	116	Employees' Bonuses	313152	350000	350000	350000	350000	350000
	120	Contract Employees	213	25000	13000	28000	33000	33000
		Total	963420	1083000	1032000	1098000	1137000	1154000
2121		Social Security Contributions						
	301	Social Security	51631	58000	55000	65000	70000	72000
		Total	51631	58000	55000	65000	70000	72000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	215000	215000	215000
	202	Telecommunications Services	4774	5000	5000	5000	6000	6000
	203	Water	3354	5000	4000	4000	4000	4000
	204	Electricity	68914	63000	63000	65000	70000	70000
	205	Fuels	6809	12000	12000	13000	13000	13000
	206	Maintenance of Machines, furniture and accessories	641	5000	4000	5000	10000	10000
	207	Maintenance of vehicles, equipment and accessories	3693	3000	3000	3000	4000	4000
	208	Repair and maintenance of buildings and accessories	63	2000	2000	2000	2000	2000
	209	Office Supplies, publications and various stationery	116769	207000	150000	145000	160000	160000
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	334	1000	1000	1000	1000	1000
	211	Cleaning services and supplies including cleaning contracts	19592	22000	22000	23000	24000	24000
	212	Insurance	3055	4000	3000	4000	4000	4000
	213	Official Travel Missions	0	1000	1000	500	500	500
	214	Goods and services expenses	20655	20000	20000	21500	21500	21500
		Total	463367	565000	505000	507000	535000	535000
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	35	1000	1000	2000	2000	2000
	305	Non-Employees' Bonuses	22999	14000	14000	14000	14000	14000
		Total	23034	15000	15000	16000	16000	16000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	0	0	0	14000	14000	14000
		Total	0	0	0	14000	14000	14000
		Total of Chapter	1501452	1721000	1607000	1700000	1772000	1791000

Current Expenditures According to Program and Activities for the Years 2015 - 2019

Chapter : 1505 - Ministry of Finance/General Supplies Department

(In JDs)

Program : 2601 - Administration and Support Services								
Activity : 601 - Administrative and Support Services								
Group	Item	Description	Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative 2018	Indicative 2019
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	92737	95000	88000	90000	89000	88000
	102	Unclassified Employees	169283	182000	172000	180000	185000	190000
	103	Comprehensive Contract Employees	30672	32000	31000	32000	33000	34000
	105	Personal Cost of Living Allowance	151691	170000	160000	180000	192000	195000
	106	Family Cost of Living Allowance	15338	18000	16000	17000	18000	18000
	111	Additional Allowance	152114	168000	161000	178000	190000	197000
	113	Transportation Allowance	28440	31000	31000	33000	35000	37000
	114	Transport Allowance	9780	12000	10000	10000	12000	12000
	116	Employees' Bonuses	313152	350000	350000	350000	350000	350000
	120	Contract Employees	213	25000	13000	28000	33000	33000
		Total	963420	1083000	1032000	1098000	1137000	1154000
2121		Social Security Contributions						
	301	Social Security	51631	58000	55000	65000	70000	72000
		Total	51631	58000	55000	65000	70000	72000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	215000	215000	215000
	202	Telecommunications Services	4774	5000	5000	5000	6000	6000
	203	Water	3354	5000	4000	4000	4000	4000
	204	Electricity	68914	63000	63000	65000	70000	70000
	205	Fuels	6809	12000	12000	13000	13000	13000
		001 Heating	3000	7000	7000	8000	8000	8000
		002 Saloon vehicles	3809	5000	5000	5000	5000	5000
	206	Maintenance of Machines, furniture and accessories	641	5000	4000	5000	10000	10000
	207	Maintenance of vehicles, equipment and accessories	3693	3000	3000	3000	4000	4000
	208	Repair and maintenance of buildings and accessories	63	2000	2000	2000	2000	2000
	209	Office Supplies, publications and various stationery	116769	207000	150000	145000	160000	160000
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	334	1000	1000	1000	1000	1000
	211	Cleaning services and supplies including cleaning contracts	19592	22000	22000	23000	24000	24000
	212	Insurance	3055	4000	3000	4000	4000	4000
	213	Official Travel Missions	0	1000	1000	500	500	500
	214	Goods and services expenses	20655	20000	20000	21500	21500	21500
		Total	463367	565000	505000	507000	535000	535000
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	35	1000	1000	2000	2000	2000
	305	Non-Employees' Bonuses	22999	14000	14000	14000	14000	14000
		Total	23034	15000	15000	16000	16000	16000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	0	0	0	14000	14000	14000
		Total	0	0	0	14000	14000	14000
		Total of Activity	1501452	1721000	1607000	1700000	1772000	1791000
		Total of Program	1501452	1721000	1607000	1700000	1772000	1791000
		Total of Chapter	1501452	1721000	1607000	1700000	1772000	1791000

Overall Summary of Capital Expenditures for the Years 2015 - 2019

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative 2018	Indicative 2019
		Expenditures						
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures	36386	40000	31700	30000	20000	20000
Total			36386	40000	31700	30000	20000	20000
		Fixed Assets						
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices	11521	40000	37000	130000	15000	15000
	506	Vehicles and Equipment	0	5000	3300	0	0	0
Total			11521	45000	40300	130000	15000	15000
Total of Chapter			47907	85000	72000	160000	35000	35000

Capital Expenditures According to Program and Projects for the Years 2015 - 2019

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Program 2601 Administration and Support Services								
Project		001 Institutional Capacities Enhancement Project						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative 2018	Indicative 2019
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	011	Capacity building expenses	6848	25000	21700	0	0	0
	999	n.e.c	23307	0	0	0	0	0
		Total of Item	30155	25000	21700	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	4885	20000	20000	0	0	0
	999	n.e.c	4896	0	0	0	0	0
		Total of Item	9781	20000	20000	0	0	0
	506	Vehicles and Equipment						
	010	Motorcycles	0	5000	3300	0	0	0
		Total of Item	0	5000	3300	0	0	0
		Total of Project / Treasury	39936	50000	45000	0	0	0
		Total of Program	39936	50000	45000	0	0	0

Capital Expenditures According to Program and Projects for the Years 2015 - 2019

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Program 2605 Managing and Organizing Inventory and Procurement								
Project		002 Updating and Developing the Government Warehouses Systems						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative 2018	Indicative 2019
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	015	Operating systems and software	6231	15000	10000	20000	10000	10000
		Total of Item	6231	15000	10000	20000	10000	10000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	0	5000	5000	20000	10000	10000
		Total of Item	0	5000	5000	20000	10000	10000
		Total of Project / Treasury	6231	20000	15000	40000	20000	20000
Project		005 Contribution of central procurement departments in e-procurement system						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2015	Estimated 2016	Re-estimated 2016	Estimated 2017	Indicative 2018	Indicative 2019
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	035	Technical and administrative support	0	0	0	10000	10000	10000
		Total of Item	0	0	0	10000	10000	10000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	1740	15000	12000	110000	5000	5000
		Total of Item	1740	15000	12000	110000	5000	5000
		Total of Project / Treasury	1740	15000	12000	120000	15000	15000
		Total of Program	7971	35000	27000	160000	35000	35000
		Total of Chapter	47907	85000	72000	160000	35000	35000