

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 sectors 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

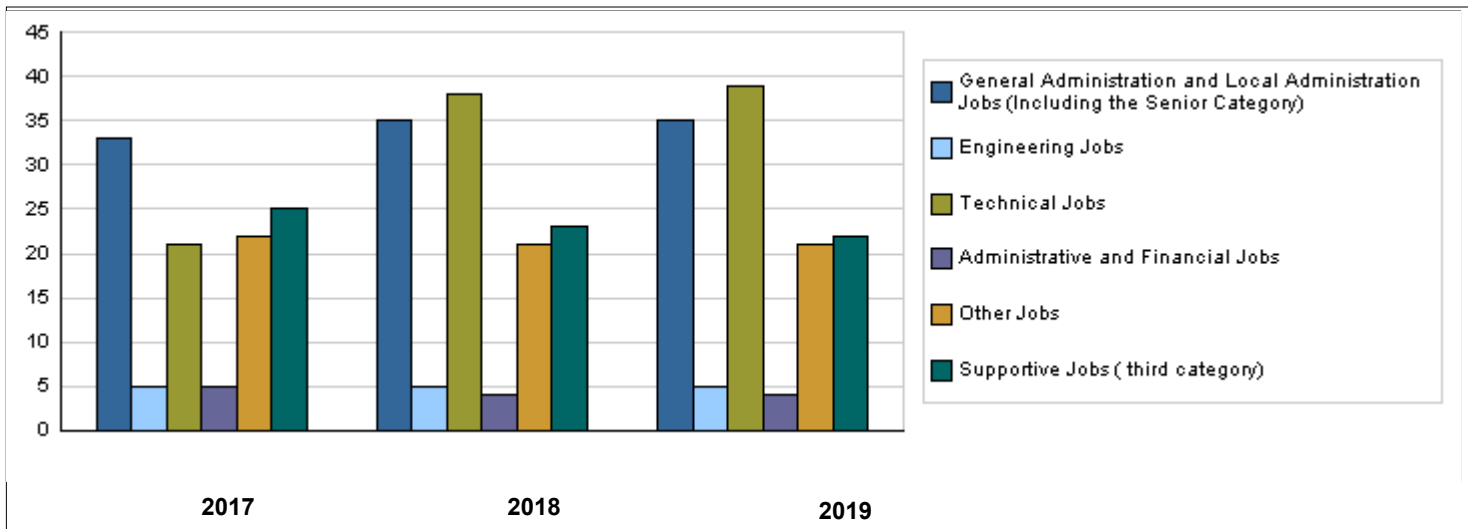
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Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	Base year	Value	Actual Value	Target Value	Preliminary Self Evaluation	Target Value		
				2017	2018	2018	2019	2020	2021
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	%93	%93	%94
	2 Saving amounts for the State's Treasury (million JDs)	2013	10	9	11	10	10	11	11

Number of Staff of the Ministry / Department

Group	Job	2017			2018			Preliminary 2019		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
General Administration and Local Administration Jobs (Including the Senior Category)	Leadership and supervisory jobs	26	7	33	26	9	35	26	9	35
Engineering Jobs	Engineering jobs	4	1	5	4	1	5	4	1	5
Technical Jobs	Technical jobs	9	12	21	19	19	38	19	20	39
Administrative and Financial Jobs	Other jobs (Accountant, Administrative Officer)	3	2	5	3	1	4	3	1	4
Other Jobs	Procurement Officer, Researcher, Auditor	17	5	22	17	4	21	17	4	21
Supportive Jobs (third category)	Administrative services jobs	20	3	23	19	2	21	18	2	20
	Electricity jobs	2	0	2	2	0	2	2	0	2
Total		81	30	111	90	36	126	89	37	126
Total Cost of Salaries		775063	287060	1062123	832143	332857	1165000	877992	365008	1243000



Key Information of the Ministry / Department

No.	Description	2015	2016	2017	2018	2019
1	Purchasing medical supplies and treatments (million/JDs)	29.5	25	18.1	20	24
2	Purchasing medical devices and equipment (million/JDs)	1.7	6.3	5.6	5	7
3	Purchasing mechanic supplies (vehicles, equipment, tires, spare parts and oils) /million JDs	6.8	6.2	5.5	3	4
4	Purchasing electronic supplies and systems / million JDs	10.8	8.4	6.6	7.5	8
5	Purchasing office equipment, periodical contracts and several services (million /JDs)	32.4	49.4	32.7	42	45

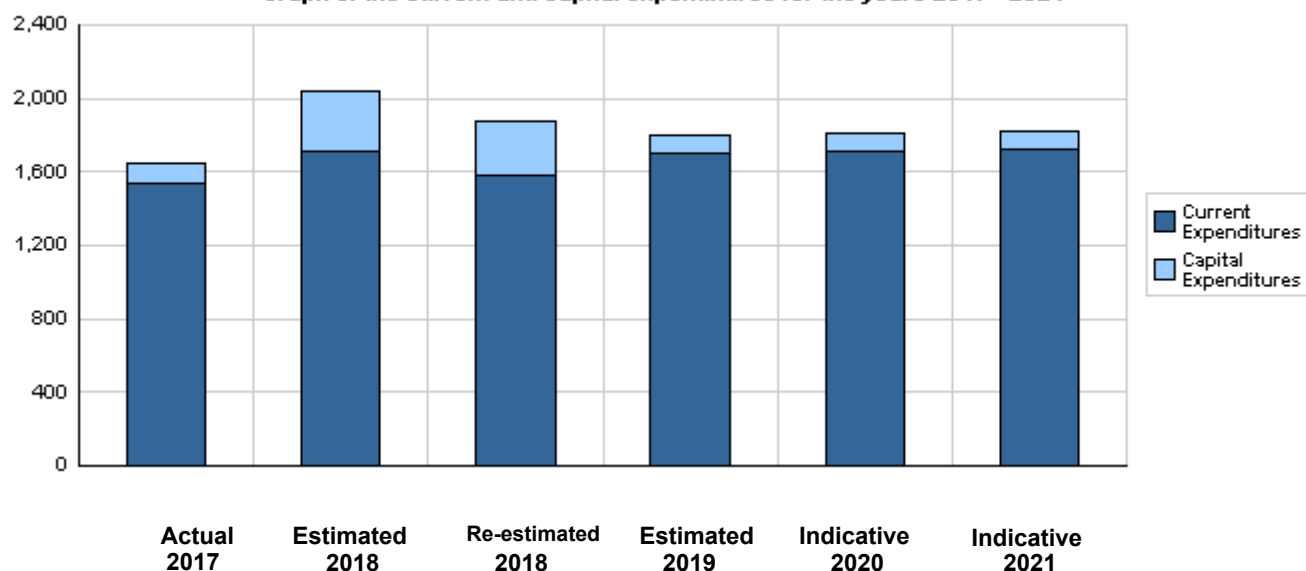
**Overall Summary of Expenditures for Chapter 1505- Ministry of Finance/General Supplies Department
for the Years 2017 - 2021**

(In JDs)

Description		Actual 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020 2021	
Group	Current Expenditures						
2111	Salaries, Wages and Allowances	977,086	1,144,000	1,073,000	1,143,000	1,155,000	1,168,000
2121	Social Security Contributions	85,037	95,000	92,000	100,000	101,000	102,000
2211	Use of Goods and Services	443,032	445,000	391,000	430,000	433,000	433,000
2821	Other Current Expenditures	13,910	15,000	14,000	14,000	14,000	14,000
3112	Devices, Machinery and Equipment	13,874	10,000	10,000	10,000	10,000	10,000
Total current expenditures		1,532,939	1,709,000	1,580,000	1,697,000	1,713,000	1,727,000
Capital Expenditures							
2211	Use of Goods and Services	5,320	70,000	60,000	10,000	10,000	10,000
3112	Devices, Machinery and Equipment	104,446	260,000	240,000	90,000	90,000	90,000
Total capital expenditures		109,766	330,000	300,000	100,000	100,000	100,000
Treasury		109,766	330,000	300,000	100,000	100,000	100,000
Total current and capital expenditures		1,642,705	2,039,000	1,880,000	1,797,000	1,813,000	1,827,000

(Thousands of JDs)

Graph of the current and capital expenditures for the years 2017 - 2021

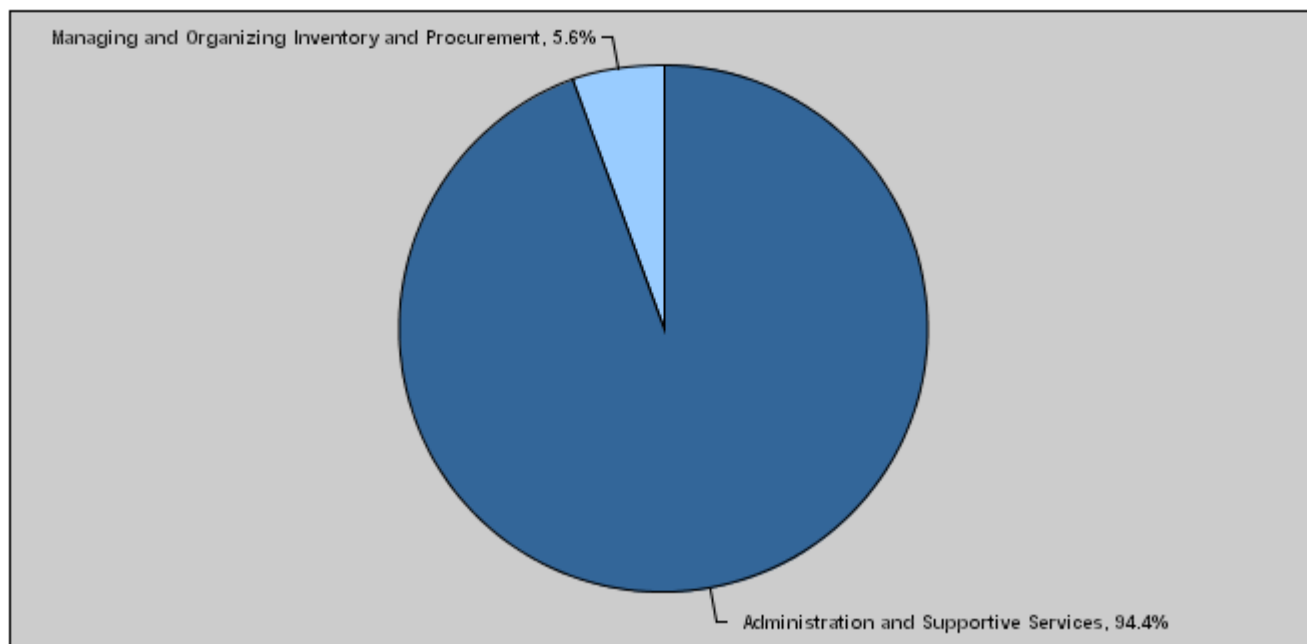


**Budget of Chapter 1505 - Ministry of Finance/General Supplies Department
For the Year 2019 Distributed According to Program**

(In JDs)

Prog.	Description	Current Expenditures	Capital Expenditures	Total Expenditures
2601	Administration and Supportive Services	1,697,000	0	1,697,000
2605	Managing and Organizing Inventory and Procurement	0	100,000	100,000
	Total	1,697,000	100,000	1,797,000

Total Expenditures for the Year 2019 Distributed According to Programs



Estimated Allocations for Females distributed according to Programs for the Years 2017 - 2021

Program	2017	2018	2019	2020	2021
2601 Administration and Supportive Services	413894	452000	499000	504000	508000
2605 Managing and Organizing Inventory and Procurement	29637	86000	88000	88000	88000
Total	443531	538000	587000	592000	596000

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

2601	Administration and Supportive Services Program
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 :	
<ul style="list-style-type: none"> - 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 2018 estimated with (126) staff, including (90) males and (36) females .	

Performance Measurement Indicators for Program									
Performance Measurement Indicator		Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
				2017	2018		2018	2019	2020
1	Degree of satisfaction of the Department clients from the public sector	2013	%85	%90	%95	%95	%95	%95	%95
2	Degree of satisfaction of the Department's clients from the private sector	2013	%75	%85	%93	%93	%94	%94	%94
3	Percentage of qualified employees to total number of employees	2013	%70	%85	%90	%90	%90	%90	%90

Appropriations Of Administration and Supportive Services Program as Per Activities and Projects. (In JDs)						
Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2017	2018	2018	2019	2020	2021
Current Expenditures	1,532,939	1,709,000	1,580,000	1,697,000	1,713,000	1,727,000
601 Administrative and Support Services	1,532,939	1,709,000	1,580,000	1,697,000	1,713,000	1,727,000
Capital Expenditures	0	0	0	0	0	0
Program / Treasury	0	0	0	0	0	0
Total Program	1,532,939	1,709,000	1,580,000	1,697,000	1,713,000	1,727,000

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			
			2017	2018		2018	2019	2020	2021
1 Percentage of objections to the initial award decisions	2013	%35	%25	%15	%15	%15	%15	%15	%15
2 Percentage of objections to the specifications and conditions of tenders	2013	%35	%20	%15	%15	%15	%15	%15	%15
3 Degree of clarity of procurement procedures and standards	2013	%85	%90	%95	%95	%95	%95	%95	%95
4 Duration for tender awarding/ working day	2013	90	70	50	50	50	50	50	50
5 Percentage of overage circulated among the ministries and government departments through the General Supplies Department	2013	%40	%65	%70	%70	%70	%70	%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	
	2017	2018	2018	2019	2020	2021
Current Expenditures	0	0	0	0	0	0
Capital Expenditures	109,766	330,000	300,000	100,000	100,000	100,000
002 Updating and Developing the Government Warehouses Systems	870	0	0	0	0	0
005 Contribution of central procurement departments in e-procurement system	108,896	130,000	100,000	100,000	100,000	100,000
006 E-transformation	0	200,000	200,000	0	0	0
Program / Treasury	109,766	330,000	300,000	100,000	100,000	100,000
Total Program	109,766	330,000	300,000	100,000	100,000	100,000

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(In JDs)

Current Activities Appropriations According to Program								
Prog.	Activites		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2017	2018	2018	2019	2020	2021
2601	601	Administrative and Support Services	1532939	1709000	1580000	1697000	1713000	1727000
		Total of Program	1532939	1709000	1580000	1697000	1713000	1727000
		Total	1532939	1709000	1580000	1697000	1713000	1727000

Capital Projects Appropriations According to Program								
Prog.	Projects		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2017	2018	2018	2019	2020	2021
2605	002	Updating and Developing the Government Warehouses Systems	870	0	0	0	0	0
	005	Contribution of central procurement departments in e-procurement system	108896	130000	100000	100000	100000	100000
	006	E-transformation	0	200000	200000	0	0	0
		Total of Program	109766	330000	300000	100000	100000	100000
		Total	109766	330000	300000	100000	100000	100000

Overall Summary of Current Expenditures for the Years 2017 - 2021

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(In JDs)

Group	Item	Description	Actual 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020	Indicative 2021
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	82146	85000	85000	90000	92000	94000
	102	Unclassified Employees	171248	178000	170000	178000	180000	182000
	103	Comprehensive Contract Employees	30960	32000	32000	33000	34000	35000
	105	Personal Cost of Living Allowance	160926	192000	172000	188000	191000	194000
	106	Family Cost of Living Allowance	16217	20000	17000	18000	18000	18000
	111	Additional Allowance	157581	182000	172000	186000	188000	190000
	113	Transportation Allowance	30505	37000	37000	39000	40000	41000
	114	Transport Allowance	9280	12000	12000	13000	13000	14000
	116	Employees' Bonuses	298552	350000	340000	340000	340000	340000
	120	Contract Employees	19671	56000	36000	58000	59000	60000
Total			977086	1144000	1073000	1143000	1155000	1168000
2121		Social Security Contributions						
	301	Social Security	85037	95000	92000	100000	101000	102000
Total			85037	95000	92000	100000	101000	102000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	215000	215000	215000
	202	Telecommunications Services	4881	5000	5000	5000	5000	5000
	203	Water	3201	5000	4000	4000	4000	4000
	204	Electricity	68742	66000	66000	65000	63000	63000
	205	Fuels	7216	14000	8000	8000	8000	8000
	206	Maintenance of Machines, furniture and accessories	5156	6000	5000	5000	5000	5000
	207	Maintenance of vehicles, equipment and accessories	2093	4000	3000	3000	3000	3000
	208	Repair and maintenance of buildings and accessories	0	2000	2000	2000	2000	2000
	209	Stationery, Publications and Office Supplies	92749	78000	39000	60000	65000	65000
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	261	1000	1000	0	0	0
	211	Cleaning services and supplies including cleaning contracts	19729	24000	20000	20000	20000	20000
	212	Insurance	1747	4000	3000	3000	3000	3000
	213	Official Travel Missions	0	1000	0	0	0	0
	214	Goods and services expenses	22543	20000	20000	40000	40000	40000
Total			443032	445000	391000	430000	433000	433000
28		Other Expenditures						
2821		Other Current Expenditures						
	305	Non-Employees' Bonuses	13910	15000	14000	14000	14000	14000
Total			13910	15000	14000	14000	14000	14000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	13874	10000	10000	10000	10000	10000
Total			13874	10000	10000	10000	10000	10000
Total of Chapter			1532939	1709000	1580000	1697000	1713000	1727000

Program : 2601 - Administration and Support Services								
Activity : 601 - Administrative and Support Services								
Group	Item	Description	Actual 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020	Indicative 2021
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	82146	85000	85000	90000	92000	94000
	102	Unclassified Employees	171248	178000	170000	178000	180000	182000
	103	Comprehensive Contract Employees	30960	32000	32000	33000	34000	35000
	105	Personal Cost of Living Allowance	160926	192000	172000	188000	191000	194000
	106	Family Cost of Living Allowance	16217	20000	17000	18000	18000	18000
	111	Additional Allowance	157581	182000	172000	186000	188000	190000
	113	Transportation Allowance	30505	37000	37000	39000	40000	41000
	114	Transport Allowance	9280	12000	12000	13000	13000	14000
	116	Employees' Bonuses	298552	350000	340000	340000	340000	340000
	120	Contract Employees	19671	56000	36000	58000	59000	60000
		Total	977086	1144000	1073000	1143000	1155000	1168000
2121		Social Security Contributions						
	301	Social Security	85037	95000	92000	100000	101000	102000
		Total	85037	95000	92000	100000	101000	102000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	215000	215000	215000
	202	Telecommunications Services	4881	5000	5000	5000	5000	5000
	203	Water	3201	5000	4000	4000	4000	4000
	204	Electricity	68742	66000	66000	65000	63000	63000
	205	Fuels	7216	14000	8000	8000	8000	8000
		001 Heating	2884	8000	3000	3000	3000	3000
		002 Saloon vehicles	4332	6000	5000	5000	5000	5000
	206	Maintenance of Machines, furniture and accessories	5156	6000	5000	5000	5000	5000
	207	Maintenance of vehicles, equipment and accessories	2093	4000	3000	3000	3000	3000
	208	Repair and maintenance of buildings and accessories	0	2000	2000	2000	2000	2000
	209	Stationery, Publications and Office Supplies	92749	78000	39000	60000	65000	65000
	210	Substances and raw materials (medicines, clothes, food, films, etc.)	261	1000	1000	0	0	0
	211	Cleaning services and supplies including cleaning contracts	19729	24000	20000	20000	20000	20000
	212	Insurance	1747	4000	3000	3000	3000	3000
	213	Official Travel Missions	0	1000	0	0	0	0
	214	Goods and services expenses	22543	20000	20000	40000	40000	40000
		000 Goods and services expenses	22543	20000	20000	0	0	0
		001 Events and hospitality	0	0	0	3000	3000	3000
		008 Advertisements and subscriptions	0	0	0	20000	20000	20000
		013 Services, security and guarding contracts	0	0	0	17000	17000	17000
		Total	443032	445000	391000	430000	433000	433000
28		Other Expenditures						
2821		Other Current Expenditures						
	305	Non-Employees' Bonuses	13910	15000	14000	14000	14000	14000
		Total	13910	15000	14000	14000	14000	14000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	13874	10000	10000	10000	10000	10000
		Total	13874	10000	10000	10000	10000	10000
		Total of Activity	1532939	1709000	1580000	1697000	1713000	1727000
		Total of Program	1532939	1709000	1580000	1697000	1713000	1727000
		Total of Chapter	1532939	1709000	1580000	1697000	1713000	1727000

Overall Summary of Capital Expenditures for the Years 2017 - 2021

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020	Indicative 2021
		Expenditures						
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures	5320	70000	60000	10000	10000	10000
Total			5320	70000	60000	10000	10000	10000
		Fixed Assets						
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices	104446	260000	240000	90000	90000	90000
Total			104446	260000	240000	90000	90000	90000
Total of Chapter			109766	330000	300000	100000	100000	100000

Capital Expenditures According to Program and Projects for the Years 2017 - 2021

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(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 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020	Indicative 2021
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	870	0	0	0	0	0
		Total of Item	870	0	0	0	0	0
		Total of Project / Treasury	870	0	0	0	0	0
Project		005 Contribution of central procurement departments in e-procurement system						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020	Indicative 2021
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	035	Technical and administrative support	5320	20000	10000	10000	10000	10000
		Total of Item	5320	20000	10000	10000	10000	10000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	103576	110000	90000	90000	90000	90000
		Total of Item	103576	110000	90000	90000	90000	90000
		Total of Project / Treasury	108896	130000	100000	100000	100000	100000
Project		006 E-transformation						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2017	Estimated 2018	Re-estimated 2018	Estimated 2019	Indicative 2020	Indicative 2021
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	016	Software licenses	0	50000	50000	0	0	0
		Total of Item	0	50000	50000	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	0	150000	150000	0	0	0
		Total of Item	0	150000	150000	0	0	0
		Total of Project / Treasury	0	200000	200000	0	0	0
Total of Program			109766	330000	300000	100000	100000	100000
Total of Chapter			109766	330000	300000	100000	100000	100000