

Chapter : 1505 Ministry of Finance/General Supplies Department

- Creation:** A special directorate for supplies management was established under Administrative Regulation 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 thereunder

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

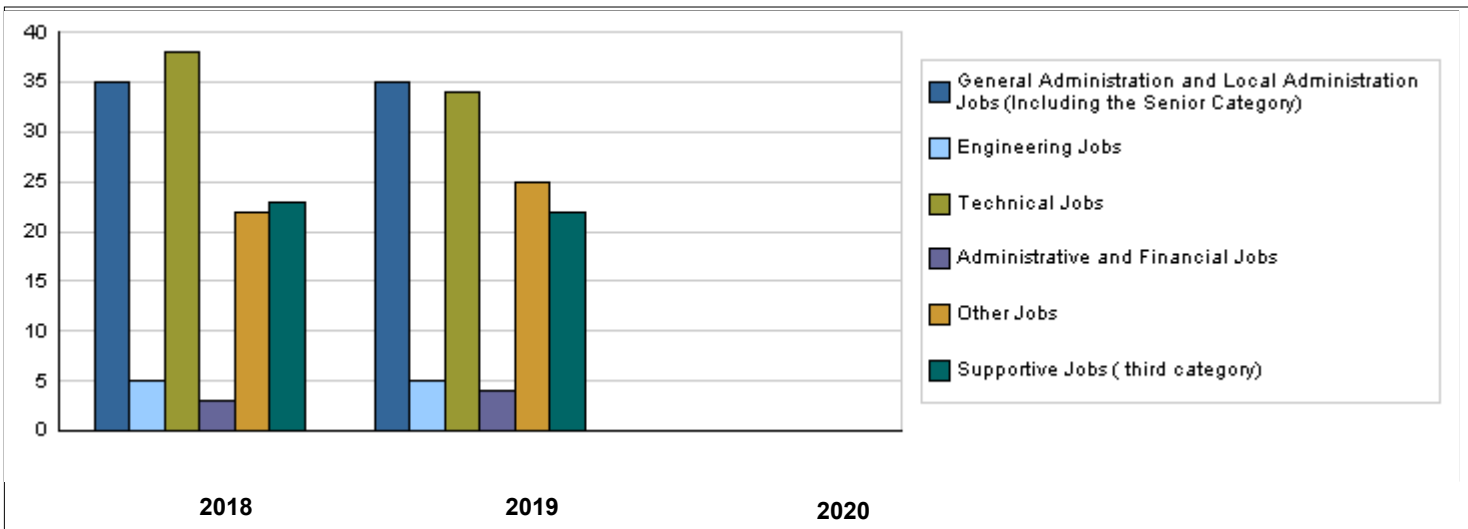
CHAPTER : 1505 Ministry of Finance/General Supplies Department

Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	Base year	Value	Actual Value	Target Value	Preliminary Self Evaluation	Target Value		
				2018	2019	2019	2020	2021	2022
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	%93	%91			
	2 Saving amounts for the State's Treasury (million JDs)	2013	10	9	10	9			

Number of Staff of the Ministry / Department

Group	Job	2018			2019			Preliminary 2020		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
General Administration and Local Administration Jobs (Including the Senior Category)	Supervisory and Leadership Jobs	26	9	35	26	9	35	0	0	0
Engineering Jobs	Engineering jobs	4	1	5	4	1	5	0	0	0
Technical Jobs	Technical jobs	27	11	38	16	18	34	0	0	0
Administrative and Financial Jobs	Other jobs (Accountant, Administrative Officer)	2	1	3	3	1	4	0	0	0
Other Jobs	Procurement Officer, Researcher, Auditor	19	3	22	17	8	25	0	0	0
Supportive Jobs (third category)	Administrative services jobs	19	2	21	17	2	19	0	0	0
	Electricity jobs	2	0	2	3	0	3	0	0	0
Total		99	27	126	86	39	125	0	0	0
Total Cost of Salaries		892205	243329	1135534	816656	370344	1187000	0	0	0



Key Information of the Ministry / Department

No.	Description	2016	2017	2018	2019	2020
1	Purchasing medical supplies and treatments (million/JDs)	29.5	25	18.1	18.8	0
2	Purchasing medical devices and equipment (million/JDs)	1.7	6.3	5.6	10.2	0
3	Purchasing mechanic supplies (vehicles, equipment, tires, spare parts and oils) /million JDs	6.8	6.2	5.5	1.1	0
4	Purchasing electronic supplies and systems (million JDs)	10.8	8.4	6.6	3.2	0
5	Purchasing mechanic supplies (vehicles, equipment, tires, spare parts and oils) (million/JDs)	32.4	49.4	32.7	28	0

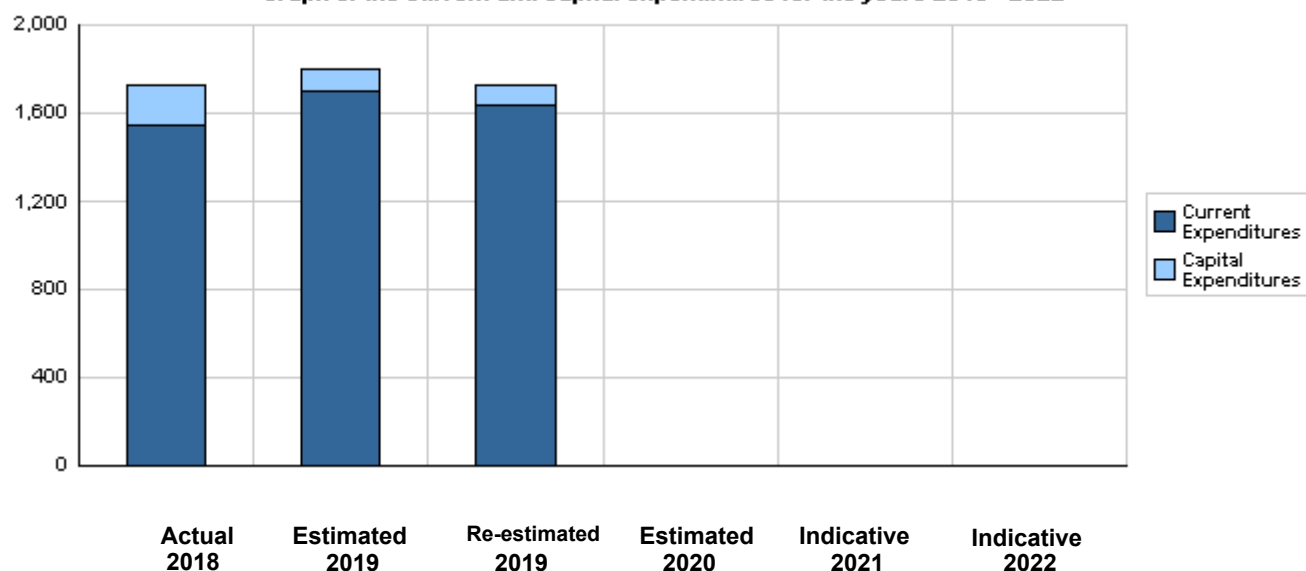
**Overall Summary of Expenditures for Chapter 1505- Ministry of Finance/General Supplies Department
for the Years 2018 - 2022**

(In JDs)

Description		Actual 2018	Estimated 2019	Re-estimated 2019	Estimated 2020	Indicative 2021 2022	
Group	Current Expenditures						
2111	Salaries, Wages and Allowances	1,043,091	1,143,000	1,087,000	0	0	0
2121	Social Security Contributions	92,443	100,000	100,000	0	0	0
2211	Use of Goods and Services	391,368	430,000	426,000	0	0	0
2821	Other Current Expenditures	12,720	14,000	14,000	0	0	0
3112	Devices, Machinery and Equipment	9,989	10,000	10,000	0	0	0
Total current expenditures		1,549,611	1,697,000	1,637,000	0	0	0
		Capital Expenditures					
2211	Use of Goods and Services	69,877	10,000	10,000	0	0	0
3112	Devices, Machinery and Equipment	108,680	90,000	80,000	0	0	0
Total capital expenditures		178,557	100,000	90,000	0	0	0
Treasury		178,557	100,000	90,000	0	0	0
Total current and capital expenditures		1,728,168	1,797,000	1,727,000	0	0	0

(Thousands of JDs)

Graph of the current and capital expenditures for the years 2018 - 2022



Estimated Allocations for Females distributed according to Programs for the Years 2018 - 2022

Program		2018	2019	2020	2021	2022
2601	Administration and Support Services	331617	511000	0	0	0
2605	Managing and regulating Inventory and Procurement	0	0	0	0	0
		331617	511000	0	0	0

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 :

To control government procurement operations and provide the needs of ministries and government departments, according to 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 2019 estimated with (125) staff, including (86) males and (39) females .

Performance Measurement Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
			2018	2019		2019	2020	2021
1 Degree of satisfaction of the Department clients from the public sector	2013	%85	%90	%95	%90			
2 Degree of satisfaction of the Department's clients from the private sector	2013	%75	%85	%94	%90			
3 Percentage of qualified employees to total number of employees	2013	%70	%85	%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	
	2018	2019	2019	2020	2021	2022
Current Expenditures	1,549,611	1,697,000	1,637,000	0	0	0
601 Administrative and Support Services	1,549,611	1,697,000	1,637,000	0	0	0
Capital Expenditures	0	0	0	0	0	0
Program / Treasury	0	0	0	0	0	0
Total Program	1,549,611	1,697,000	1,637,000	0	0	0

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

2605	Managing and regulating Inventory and Procurement Program
Objective of the program :	
Provide the ministries and government departments with supplies and services and securing them with high quality, and making good use of these supplies and managing them through the use of technological means and information systems.	
The strategic objective related to the program :	
To control government procurement operations and provide the needs of ministries and government departments, according to 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		
				2018	2019		2019	2020	2021
1	Percentage of objections to the initial award decisions	2013	%35	%25	%15	%27.5			
2	Percentage of objections to the specifications and conditions of tenders	2013	%35	%20	%15	%7			
3	Degree of clarity of procurement procedures and standards	2013	%85	%90	%95	%95			
4	Duration for tender awarding/ working day	2013	90	70	50	50			
5	Percentage of overage circulated among the ministries and government departments through the General Supplies Department	2013	%40	%65	%70	%70			

Appropriations Of Managing and regulating Inventory and Procurement Program as Per Activities and Projects. (In JDs)							
Activities and Projects		Actual	Estimated	Re-estimated	Estimated	Indicative	
		2018	2019	2019	2020	2021	2022
Current Expenditures		0	0	0	0	0	0
Capital Expenditures		178,557	100,000	90,000	0	0	0
005	Contribution of central procurement departments in e-procurement system	178,557	100,000	90,000	0	0	0
Program / Treasury		178,557	100,000	90,000	0	0	0
Total Program		178,557	100,000	90,000	0	0	0

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Current Activities Appropriations According to Program								
Prog.	Activites		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2018	2019	2019	2020	2021	2022
2601	601	Administrative and Support Services	1549611	1697000	1637000	0	0	0
		Total of Program	1549611	1697000	1637000	0	0	0
		Total	1549611	1697000	1637000	0	0	0

Capital Projects Appropriations According to Program								
Prog.	Projects		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2018	2019	2019	2020	2021	2022
2605	005	Contribution of central procurement departments in e-procurement system	178557	100000	90000	0	0	0
		Total of Program	178557	100000	90000	0	0	0
		Total	178557	100000	90000	0	0	0

Overall Summary of Current Expenditures for the Years 2018 - 2022

Chapter: 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2018	Estimated 2019	Re-estimated 2019	Estimated 2020	Indicative 2021	Indicative 2022
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	84634	90000	77000	0	0	0
	102	Unclassified Employees	170342	178000	170000	0	0	0
	103	Comprehensive Contract Employees	31104	33000	14000	0	0	0
	105	Personal Cost of Living Allowance	172635	188000	188000	0	0	0
	106	Family Cost of Living Allowance	16600	18000	17000	0	0	0
	111	Additional Allowance	170341	186000	177000	0	0	0
	113	Transportation Allowance	32325	39000	33000	0	0	0
	114	Transport Allowance	9560	13000	13000	0	0	0
	116	Employees' Bonuses	317182	340000	340000	0	0	0
	120	Contract Employees	38368	58000	58000	0	0	0
Total			1043091	1143000	1087000	0	0	0
2121		Social Security Contributions						
	301	Social Security	92443	100000	100000	0	0	0
Total			92443	100000	100000	0	0	0
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	0	0	0
	202	Telecommunications Services	4961	5000	5000	0	0	0
	203	Water	3091	4000	4000	0	0	0
	204	Electricity	65793	65000	65000	0	0	0
	205	Fuels	13655	8000	8000	0	0	0
	206	Maintenance of Machines, furniture and accessories	5956	5000	5000	0	0	0
	207	Maintenance of vehicles, equipment and accessories	925	3000	2000	0	0	0
	208	Repair and maintenance of buildings and accessories	1192	2000	1000	0	0	0
	209	Stationery, Publications and Office Supplies	38713	60000	60000	0	0	0
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	500	0	0	0	0	0
	211	Cleaning services and supplies including cleaning contracts	19997	20000	20000	0	0	0
	212	Insurance	1895	3000	3000	0	0	0
	214	Goods and services expenses	19976	40000	38000	0	0	0
Total			391368	430000	426000	0	0	0
28		Other Expenditures						
2821		Other Current Expenditures						
	305	Non-Employees' Bonuses	12720	14000	14000	0	0	0
Total			12720	14000	14000	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	9989	10000	10000	0	0	0
Total			9989	10000	10000	0	0	0
Total of Chapter			1549611	1697000	1637000	0	0	0

Current Expenditures According to Program and Activities for the Years 2018 - 2022

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 2018	Estimated 2019	Re-estimated 2019	Estimated 2020	Indicative 2021	Indicative 2022
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	84634	90000	77000	0	0	0
	102	Unclassified Employees	170342	178000	170000	0	0	0
	103	Comprehensive Contract Employees	31104	33000	14000	0	0	0
	105	Personal Cost of Living Allowance	172635	188000	188000	0	0	0
	106	Family Cost of Living Allowance	16600	18000	17000	0	0	0
	111	Additional Allowance	170341	186000	177000	0	0	0
	113	Transportation Allowance	32325	39000	33000	0	0	0
	114	Transport Allowance	9560	13000	13000	0	0	0
	116	Employees' Bonuses	317182	340000	340000	0	0	0
	120	Contract Employees	38368	58000	58000	0	0	0
		Total	1043091	1143000	1087000	0	0	0
2121		Social Security Contributions						
	301	Social Security	92443	100000	100000	0	0	0
		Total	92443	100000	100000	0	0	0
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	0	0	0
	202	Telecommunications Services	4961	5000	5000	0	0	0
	203	Water	3091	4000	4000	0	0	0
	204	Electricity	65793	65000	65000	0	0	0
	205	Fuels	13655	8000	8000	0	0	0
		001 Heating	8000	3000	3000	0	0	0
		002 Saloon vehicles	5655	5000	5000	0	0	0
	206	Maintenance of Machines, furniture and accessories	5956	5000	5000	0	0	0
	207	Maintenance of vehicles, equipment and accessories	925	3000	2000	0	0	0
	208	Repair and maintenance of buildings and accessories	1192	2000	1000	0	0	0
	209	Stationery, Publications and Office Supplies	38713	60000	60000	0	0	0
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	500	0	0	0	0	0
	211	Cleaning services and supplies including cleaning contracts	19997	20000	20000	0	0	0
	212	Insurance	1895	3000	3000	0	0	0
	214	Goods and services expenses	19976	40000	38000	0	0	0
		000 Goods and services expenses	19976	0	0	0	0	0
		001 Events and hospitality	0	3000	2000	0	0	0
		008 Advertisements and subscriptions	0	20000	20000	0	0	0
		013 Services, security and guarding contracts	0	17000	16000	0	0	0
		Total	391368	430000	426000	0	0	0
28		Other Expenditures						
2821		Other Current Expenditures						
	305	Non-Employees' Bonuses	12720	14000	14000	0	0	0
		Total	12720	14000	14000	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	9989	10000	10000	0	0	0
		Total	9989	10000	10000	0	0	0
		Total of Activity	1549611	1697000	1637000	0	0	0
		Total of Program	1549611	1697000	1637000	0	0	0
		Total of Chapter	1549611	1697000	1637000	0	0	0

Overall Summary of Capital Expenditures for the Years 2018 - 2022

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2018	Estimated 2019	Re-estimated 2019	Estimated 2020	Indicative 2021	Indicative 2022
		Expenditures						
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures	69877	10000	10000	0	0	0
Total			69877	10000	10000	0	0	0
		Fixed Assets						
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices	108680	90000	80000	0	0	0
Total			108680	90000	80000	0	0	0
Total of Chapter			178557	100000	90000	0	0	0

Capital Expenditures According to Program and Projects for the Years 2018 - 2022

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Program 2605 Managing and regulating Inventory and Procurement								
Project		005 Contribution of central procurement departments in e-procurement system						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2018	Estimated 2019	Re-estimated 2019	Estimated 2020	Indicative 2021	Indicative 2022
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	035	Technical and administrative support	69877	10000	10000	0	0	0
		Total of Item	69877	10000	10000	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	108680	90000	80000	0	0	0
		Total of Item	108680	90000	80000	0	0	0
		Total of Project / Treasury	178557	100000	90000	0	0	0
		Total of Program	178557	100000	90000	0	0	0
		Total of Chapter	178557	100000	90000	0	0	0