



**Mekong River Commission**  
For Sustainable Development

No. MRCS (AD) 042/24

10 April 2024

**MEMORANDUM**

**To:** Anoulak Kittikhoun  
Chief Executive Officer

**Through:** Watt Botkosal  
Director, AD

Buntheung Sanethavong  
Chief Finance Officer

**From:** Oudorn Phanekham  
Procurement Officer

**Subject:** General Procurement Notice 2024 to Post on the MRC Website

I would like to request your kind consideration and approval to post a General Procurement Notice on the MRC Website. This notice will include the list of main procurement items for the MRCS Annual Procurement Plan Year 2024, aiming to provide information to potential bidders in accordance with normal practice.

This website posting is made with reference to the MRC Procurement Manual, which was approved by the Joint Committee on 26 April 2022.

After consulting with all Directors and Chiefs, the Procurement Unit has prepared and finalized the General Procurement Notice. The final version of the document is attached for your consideration.

Thank you very much for your kind consideration and approval.



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For Sustainable Development

Type	Description	Quantity	Quarter
<b>Goods</b>			
1	Desktop Computer	1	Q1
2	Laptop Computer	2	Q1
3	Monitor - Computer	8	Q1
4	Photocopy	1	Q1
5	Mobile Phone	3	Q1
6	Software	4	Q1
7	Toner and Cartridge	3	Q1
8	Stationary and office supply	14	Q1
9	Chair	25	Q1
10	Desk	6	Q1
11	Other	29	Q1
12	Desktop Computer	8	Q2
13	Laptop Computer	13	Q2
14	Monitor - Computer	19	Q2
15	U.P.S	1	Q2
16	Server	3	Q2
17	WebCam	2	Q2
18	Scanner	1	Q2
19	Camera	1	Q2
20	Software	163	Q2
21	Toner and Cartridge	7	Q2
22	Air Condition	1	Q2
23	Stationary and office supply	4	Q2
24	Chair	4	Q2
25	Desk	14	Q2
26	Other	2,999	Q2
27	Desktop Computer	1	Q3
28	Laptop Computer	4	Q3
29	Printer	1	Q3
30	Photocopy	2	Q3
31	Software	134	Q3
32	Other	23	Q3
33	Software	7	Q4
34	Toner and Cartridge	1	Q4
35	Stationary and office supply	9	Q4
36	Other	3	Q4
<b>Firm Consultant Service</b>			
1	Firm Construction of the MRC education visitor center	1	Q1

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2	Security Guard Service	12	Q1
3	ETL Internet Service (25Mbps)-Leased Line	12	Q1
4	PowerEdge R740XD Maintenance (GBV2Q03 & GBSBQ03)Contract for parts and services with ACE	1	Q1
5	Audit_2023	1	Q1
6	Security Services Cover for Apr'24 - Mar'25	12	Q1
7	General Cleaning & Pest Control Services for RFDMC's Office Cover	12	Q1
8	Contract No.018-2023 Amendment1, UNIQTEK for drought equipment and services	1	Q1
9	Contract No.018-2023 Amendment1, UNIQTEK, for drought equipment and services	1	Q1
10	The third payment for Summit Home Company (Contract 051-2023)	1	Q1
11	Maintenance & Support for Deft-FEWS	1	Q1
12	Maintenance & Support for HYDMET	1	Q1
13	Consultancy Service Firm to Supply and Install the Automated High Frequency Water Quality Telemetry	1	Q1
14	Hiring Consultant Firm to Assess & Trainings & Maintain & Customize Some Module FMIS	1	Q2
15	Cleaning, gardening and Pest Control Service	12	Q2
16	VMWare supportLicense for support from vmware	1	Q2
17	Best Telecom 260 Mbps First Payment 2024-2025July 2024 to December 2024	6	Q2
18	Generator maintenance service	1	Q2
19	Firm consultant for M365 Backup	1	Q2
20	Firm consultant for IT Audit	1	Q2
21	Data Collection	1	Q2
22	Consultancy services for Implementation of the Proactive Regional Planning to Develop an Adaptive Ba	1	Q2
23	Inspection the condition of the building	1	Q2
24	Consultancy Service of CNR Consortium to support capacity building of redesigned Core River MonitoriCore River Monitoring Network	1	Q2
25	MRCS's Property "All-Risks" Damage and Public Liability Insurance	1	Q3
26	Firm consultant for the web page to change password	1	Q3
27	Firm consultant for syslog system	1	Q3
28	Firm consultant for Cybersecurity Training	1	Q3
29	Training courses for IT staff	3	Q3
30	Proficient Test 2024	1	Q3
31	Cars insurance(Lao-Thai)	1	Q4
32	Air conditioners maintenance service	1	Q4
33	Elevator maintenance service	1	Q4
34	Photocopier machine maintenance service	1	Q4
35	Maintenance & Services for PABX Telephone (Operating Services RFDMC) for year 2024	1	Q4
36	Vehicles Insurance for 2 Vehicles (Toyota Prado No. OI 2-7617 & Hyundai Staria) for Year 2024	1	Q4
37	Maintenance Air Conditioners Service for RFDMC Year 2024	1	Q4
38	Maintenance & Services of Generator ATS and Main Power Cabinet at the RFDMC for Year 2	1	Q4
39	Internet Service for RFDMC's Office for Year 2024 (Contract No. 053-2022)	1	Q4
40	Building Insurance (Operating Services at RFDMC) for year 2023 (PO22-106)	1	Q4
41	Contract No. 54-2022 -DHI Consultancy Firm to Support the Upgrade of DSF	1	Q4
<b>Individual Consultant Service</b>			
1	Cambodian National consultant for the sustainable groundwater use and management (SGUMA)-Phase 3.3	18	Q1
2	Lao National consultant for the sustainable groundwater use and management (SGUMA)-Phase 3.3	18	Q1
3	Thai National consultant for the sustainable groundwater use and management (SGUMA)-Phase 3.3	18	Q1

4	Vietnamese National consultant for the sustainable groundwater use and management (SGUMA)-Phase 3.3	18	Q1
5	Lao National consultant for barrier prioritization and fishway monitoring (Stage 2 Activity)	20	Q1
6	Thai National consultant for barrier prioritization and fishway monitoring (Stage 2 Activity)	20	Q1
7	Vietnamese National consultant for Irrigation Asset Management in Viet Nam	35	Q1
8	Cambodian national consultant for a service to facilitate Dam Operational Data Sharing and the coord	20	Q1
9	Lao national consultant for a service to facilitate Dam Operational Data Sharing and the coord	30	Q1
10	Thai national consultant for a service to facilitate Dam Operational Data Sharing and the coord	20	Q1
11	Vietnamese national consultant for a service to facilitate Dam Operational Data Sharing and the coord	25	Q1
12	International Consultant for providing international experience for training on Sustainable Transport	5	Q1
13	Regional Consultant for preparing material and training for the Workshop on Sustainable Transport of	10	Q1
14	Cambodia - National Consultant for navigation data collection and website inputs	10	Q1
15	Laos - National Consultant for navigation data collection and website inputs	10	Q1
16	Thailand - National Consultant for navigation data collection and website inputs	10	Q1
17	Vietnam- National Consultant for navigation data collection and website inputs	10	Q1
18	International Consultant to develop a Safety Book for Navigation along the Mekong River	20	Q1
19	Cambodia - National Consultant to assess existing practices and legal frameworks of reporting inland	10	Q1
20	Laos - National Consultant to assess existing practices and legal frameworks of reporting inland	10	Q1
21	Thailand - National Consultant to assess existing practices and legal frameworks of reporting inland	10	Q1
22	Vietnam - National Consultant to assess existing practices and legal frameworks of reporting inland	10	Q1
23	Regional Consultant for proposing common rules and regulations on navigation safety and pollution pr	10	Q1
24	Cambodian National consultant to support joint project on transboundary cooperation for flood and dr	25	Q1
25	Thai National consultant to support joint project on transboundary cooperation for flood and dr	25	Q1
26	Vietnamese National consultants to support joint project for transboundary water resources managemen	20	Q1
27	Regional Water Policy and Planning Expert	12	Q1
28	International Expert on Water Policy to support implementation of JAPs, PCs for SNHPP and PNgHPP (am	5	Q1
29	International Expert on Socio-economics to support implementation of Prior Consultation Process of P	5	Q1
30	Thai consultant for socio-economic survey for possible impacts of SNHPP on Thai communities	1	Q1
31	Cambodian Senior National Advisor for Basin Planning to Support the Implementation of Proactive Regi	50	Q1
32	Cambodian National Consultant for Modelling and DSF Upgrade to Support the Implementation of Proacti	40	Q1
33	Cambodian National Consultant for Environmental Planning to Support the Implementation of Proactive	60	Q1
34	Lao Senior National Advisor for Basin Planning to Support the Implementation of Proactive Regional P	50	Q1
35	Lao National Consultant for Modelling and DSF Upgrade to Support the Implementation of Proactive Reg	40	Q1
36	Lao National Consultant for Environmental Planning to Support the Implementation of Proactive Region	60	Q1
37	Thai Senior National Advisor for Basin Planning to Support the Implementation of Proactive Regional	50	Q1
38	Thai National Consultant for Modelling and DSF Upgrade to Support the Implementation of Proactive Re	40	Q1
39	Thai National Consultant for Environmental Planning to Support the Implementation of Proactive Regio	60	Q1
40	Viet Nam Senior National Advisor for Basin Planning to Support the Implementation of Proactive Regio	50	Q1
41	Viet Nam National Consultant for Modelling and DSF Upgrade to Support the Implementation of Proactiv	40	Q1

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42	Viet Nam National Consultant for Environmental Planning to Support the Implementation of Proactive R	60	Q1
43	Cambodian National Consultant to support the implementation of the NIP	20	Q1
44	Lao National Consultant to support the implementation of the NIP	20	Q1
45	Thai National Consultant to support the implementation of the NIP	20	Q1
46	Viet Nam National Consultant to support the implementation of the NIP	20	Q1
47	Junior HR Assistant	12	Q1
48	Lao Trainer	1	Q1
49	IT Consultant for HR Automation System	40	Q1
50	National Consultants to Support the the Implementation of Chapter 4 "WQERM" of PWQin Viet Nam	1	Q1
51	Individual Consultant to support Support implementing Transboundary fisheries management in the LMB	1	Q1
52	National consultant to support preparation of funding strategy for nominated environmental asset in	1	Q1
53	National consultant to support preparation of funding strategy for nominated environmental asset in	1	Q1
54	National consultant to support preparation of funding strategy for nominated environmental asset in	1	Q1
55	National consultant to support preparation of funding strategy for nominated environmental asset in	1	Q1
56	Water and Climate Monitoring Assistant	11	Q1
57	International Individual Consultant to support Implementing the identified measures to optimize fis	1	Q1
58	International Individual consultant to support Uptaking the regional policy recommendations for inv	1	Q1
59	International Individual consultant to support finalization of SOM for FADM/FLDM/DFM	1	Q1
60	International Individual consultant to support fish taxonomy verification for the fish monitoring d	1	Q1
61	International Consultant to support SOBR2023 publication	1	Q1
62	Individual Consultancy Serviceconsultant service to support preparation of funding strategy for nominated environmental asset	1	Q1
63	National National Consultants to Support the the Implementation of Chapter 4 "WQERM" of PWQin Thailand	1	Q1
64	National Consultant for Joint Study, for Cambodia	50	Q1
65	National Consultant for Joint Study for Lao	50	Q1
66	National Consultant for Joint Study for Viet Nam	50	Q1
67	National Consultant for Joint Study for Thailand	50	Q1
68	Hydrologist-PO1Carried over from 2023	2	Q1
69	Riparian Translator (Khmer)	1	Q1
70	Riparian Translator (Lao)	1	Q1
71	Riparian Translator (Thai)	1	Q1
72	Riparian Translator (Vietnamese)	1	Q1
73	Strategy and Partnership Project Assistant	1	Q1
74	Mobile App Project Coordinator	7	Q1
75	Mobile App Technical Assistant	6	Q1
76	Appsheet Developer Mobile App Consultant	16	Q1
77	International consultant to support the accreditation process to GCF and AF	1	Q1
78	CNMC National consultant	40	Q1
79	VNMC National Consultant	40	Q1
80	Regional Consultant on Capacity Building on ED Data Visualization Development	1	Q1
81	International Consultant to support the MRC and National expert team in developing technical guideline on groundwater use and management for agriculture in the LMB (SGUMA-Phase 3.3)	15	Q2
82	International consultant(s) for a training for trainer of PDG dissemination	20	Q2



83	Cambodia - National consultant for preparing a report on improving equity for vulnerable groups, inc	10	Q2
84	Senior Finance Assistant	9	Q2
85	Junoir Finanec Assitant	9	Q2
86	Laos - National consultant for preparing a report on improving equity for vulnerable groups, inc	10	Q2
87	Thailand - National consultant for preparing a report on improving equity for vulnerable groups, inc	10	Q2
88	Vietnam - National consultant for preparing a report on improving equity for vulnerable groups, inc	10	Q2
89	International/regional consultant to support the development and integration of Mekong webpage on d	1	Q2
90	Soft Skills Trainer	1	Q2
91	C&B Consultant to continue the MRCS Salary Review	1	Q2
92	International Consultant Consultant for the RPM capacity building	1	Q2
93	International consultant to review and gap analysis of existing institutional, governance and regula	1	Q2
94	Cambodia national consultant to support the review and gap analysis of existing institional, goveran	1	Q2
95	Lao PDR national consultant to support the review and gap analysis of existing institional, goveranc	1	Q2
96	Thailand national consultant to support the review and gap analysis of existing institional, goveran	1	Q2
97	Viet Nam national consultant to support the review and gap analysis of existing institional, goveran	1	Q2
98	Training on the process for achieving and extending the ISO/IEC 17025 certificates	1	Q2
99	Hydrologist-PO1	4	Q2
100	International consultant to support technical implementation of the PDIES upgrading -DOI integration to MRC-IS catalogues, and extended webservice to quality assured National datasets a	1	Q2
101	International consultant to support technical implementation of the PDIES upgrading - DOI integration to MRC-IS catalogues, and extended webservice to quality assured	1	Q2
102	International consultant to support technical implementation of the PDIES upgradingDOI integration to MRC-IS catalogues, and extended webservice to quality assured	1	Q2
103	International consultant to support technical implementation of the PDIES upgrading DOI integration to MRC-IS catalogues, and extended webservice to quality assured National datasets	1	Q2
104	Writer/Editor	1	Q2
105	Senior Secretary	1	Q2
106	International consultant to support technical implementation of the PDIES upgrading -DOI integration to MRC-IS catalogues, and extended webservice to quality assured National datasets a	1	Q2
107	Consultant for Annual Report 2023	1	Q2
108	Junior M&E Assistant	1	Q2
109	Team Leader for the Overall MTR of the MRC SP Implementation	1	Q2
110	MTR Expert on Monitoring and Evaluation (M&E)	1	Q2
111	MTR Expert on Organization Development	1	Q2
112	MTR Expert on Environment and IWRM	1	Q2
113	MTR Expert on Hydropwer and Water Energy	1	Q2
114	Expert on Navigation	1	Q2
115	International Copy and Editor	1	Q2
116	Regional Desinger	1	Q2
117	Regional Photogrphers	1	Q2
118	Video Consultant	1	Q2
119	Digital Communication Consultant	12	Q2
120	Technical Assistant on Spatial Data and Document Management - SSA NO. 033	4	Q2
121	International Consultant to Finetune SOBR2024	1	Q2
122	LNMC National Consultant	40	Q2
123	Project Coordinator for USAID Project	12	Q2
124	TNMC National Consultant	40	Q2
125	Administrative Assistant	12	Q3

126	Assistant to Procurement&Finance	5	Q3
127	HR System Consultant	5	Q3
128	International Consultant for CNA of the Implementation of Chapter 4 "WQERM" of PWQ	1	Q3
129	Regional Consultant to support capacity strengthening of CRMN EHM Zooplankton and Benthic Diatom Mon	1	Q3
130	MC for TV Channel	1	Q3
131	Communication for Outreach Consultant	4,000	Q3
132	International Technical Advisor of Agriculture and Irrigation	1	Q4
133	Individual consultancy service( Three Drivers)	1	Q4
134	Social Media and Video Editing Assistant	12	Q4
135	National Expert for CNMC-IS	25	Q4
136	Technical Expert on Drought Management and Mitigation	8	Q4
137	Drought Technical Assistent	10	Q4
<b>Works</b>			
1	Renovate the entrance on gate No.03	1	Q1
2	Trimming branches of trees including cleaning	1	Q1
3	Change the slide glass door (all division)	1	Q1
4	CSPO office renovation and decoration	1	Q1
5	Elevate the garden edge	1	Q2
6	Renovate the road in the MRC compound	1	Q2
7	Anti-rust paint for old parking lot	1	Q2
8	Re-painting of the Parking bumpers and parking lines (outside the fence in front of the office)	1	Q2
9	Cleaning the drainage gutters	1	Q2
10	New bathroom for Gym	1	Q2
11	Renovate the partition for the garbage area	1	Q2
12	Install the cables and fire alarm sounder system	1	Q2
13	Change the glass walls for the OCEO room 405 and AD room 301	1	Q2
14	Extend the base concrete side of the new parking lot, and the side of the badminton course	1	Q2
15	Wiring system from the generator to main conference room	1	Q2
16	Film installation for the lobby, gym, and office	1	Q2
17	Cleaning damaged equipment under the building and storage	1	Q2
18	New room for chief of environment management division	1	Q2
19	Decorate the gate poles by installing the tiles	1	Q2
20	Office maintenance	1	Q4
21	Renovation work for (Operating Services at RFDMC):	1	Q4
22	Renovation work for Lobby and Inside Decoration (Operating Services at RFDMC)	1	Q4
23	Buy and Replace network cable, patch panel to rack,... (RFDMC)	1	Q4