



Republic of Liberia

## Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref: PPCC/RL/CEO/1112/'20

March 19, 2020

Hon. Adama J. Robinson  
**SUPERINTENDENT**  
Bomi County  
Republic of Liberia

Dear Hon. Robinson:

Subject: **RECEIPT AND APPROVAL OF BOMI COUNTY SBA PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for Bomi County SBA Procurement Plan for FY2019/2020 in the accordance with **Section 40(3)** of the PPCA Act, 2010. The Commission however wishes to inform you that your Procurement Plan has been forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans.

The Commission advises that you observe **Section 40(5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it become necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. Please note that the approval of a method on the procurement plan is deemed as the Commission's full approval and as such a Procuring Entity will not be require to again request the use of said approved method.

The Public Procurement and Concessions Commission admonishes and it a priority that you remain primarily in compliance with the PPCA, 2010, as we jointly aspire to achieve transparency, accountability, fairness, equality and ultimate public confidence in our procurement and concession Processes.

Kind regards,

  
Jargbe Roseline Nagbe Kowo(Atty).  
**CHIEF EXECUTIVE OFFICER**

Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia

**BOMI COUNTY ADMINISTRATION  
PROCUREMENT PLAN (SBA)  
SOURCE OF FUNDING: GOL**

Fiscal year: 2019/20

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES							
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING
PLANNED	1	IFB NO BC//SB A/RFO/001/19/20	Petroleum Products	G4661	608.684	2,313.00	RFQ	1/3/20	1/10/20	1/15/20	1/23/20	1/30/20	2/10/20	2/17/20	3/3/20
UPDATE															
ACTUAL															
PLANNED	2	IFB NO BC//SB A/RFO/002/19/20	Stationery	G4761	ASSOR ED	2,041	RFQ	01/10/20	01/14/20	01/20/20	01/24/20	01/31/20	02/6/20	02/10/20	02/17/20
UPDATE															
ACTUAL															
<b>GRAND- TOTAL</b>						\$4,354.00									

Prepared by: Mr. Colene  
Procurement Officer

Approved by: PP. Roselya M. Tola  
Superintendent  
Chairman Procurement Committee

Date:

*Handwritten signature*  
Mar. 19, 2020

**BOMI COUNTY ADMINISTRATION**  
**Procurement Plan: (SBA)**

Explanatory Notes

Fiscal Year: 2019/20

1	IFB NO.BC/SBA/RFO/001/19/20	Petroleum Products	This Package is intended to procure petroleum products for the County Administration as follows <ul style="list-style-type: none"><li>• GASOLINE---304.342 gallons</li><li>• FUEL----- 304.342 gallons</li></ul>
2	IFB NO.BC/SBA/RFO/002/19/20	Stationery	This contract intended to procure the items below: legal paper 215mm x 356mm_10 cartons, A4 paper 210mm x 297mm 12 cartons, brown envelopes A4 size _1 carton, manila folder legal size _4 cartons, manila folder A4 size _4 cartons, staple machine, gel pens assorted, ball point pen assorted colors, genuine ink and toner cartridges, etc.

Prepared by: M. Colborne

Procurement Officer

Approved by: PP Roselyn N. Threl

Superintendent  
Chairman Procurement Committee

Date: 03/18/20

M. Colborne  
Mar, 19, 2020

03/19/2020  
PP Roselyn N. Threl