



Republic of Liberia

Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: www.ppcc.gov.lr | Email: info@ppcc.gov.lr | Phone Short Code: 4357

Ref. PPCC/RL/CEO/0461/'19

August 23, 2019

Atty. Harris Fomba Tarnue
PRINCIPAL/CEO
Booker Washington Institute
Republic of Liberia

Dear Atty. Tarnue:

Subject: **PROVISIONAL APPROVAL OF DRAFT 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 the Booker Washington Institute SBA, Non SBA and Consultancy Procurement Plans for FY 2019/2020 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform you that your plan has been **Provisionally Approved** pending the passage of the national budget.

Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the budget is approved by the President and you **ascertain the availability of funding**. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for BWI's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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

Kind regards.

Sincerely Yours


Jargbe Roseline Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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



BOOKER WASHINGTON INSTITUTE
SBA CONSULTANCY SERVICE PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/2020



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA							IMPLEMENTATION DATES												
ITEM NO.	PACKAGING NUMBER (CODE)	CONTRACT PACKAGE	NO. OF FIRMS/PER SONS	ESTIMATED COST (USD)	PROCUREMENT METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL EVALUATION	PREP. & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNOL. & FINANCIAL	PC APPROVAL COMBINE EVALUATION	CONTRACT AWARD & SIGNING	COMPLETION OF FIN. REPORT AND PAYMENT	
PLAN 1	IFB NO. BWI/SBA/ LCS/001/19/20	LEGAL SERVICES	1	\$ 8,000.00	LCS	4/4/2019	4/24/2019	5/3/2019	5/15/2019	5/28/2019	6/5/2019	6/10/2019	6/17/2019	6/24/2019	7/2/2019	7/8/2019	7/17/2019	6/5/2020	
UP/DAT E																			
ACTUAL PLAN 1																			
PLAN 2	IFB NO. BWI/SBA/ QCBS/001 /19/20	IT SERVICES	1 FIRM	\$ 25,000.00	QCBS	4/26/2019	5/3/2019	5/16/2019	5/23/2019	5/30/2019	6/6/2019	6/13/2019	6/19/2019	7/23/2019	7/30/2019	8/7/2019	8/14/2019	6/6/2020	
UP/DAT E																			
ACTUAL PLAN																			
SUB-TOTAL				\$	33,000.00														

Prepared by: J. Diament Nasih Date: 08-06-19

Procurement Manager

Approved by:

Harris F. Tarnue Esq.

Date: 8/16/19

Principal & EO/Chairman
Procurement Committee

*all set
August 19, 2019*



BOOKER WASHINGTON INSTITUTE
SBA CONSULTANCY SERVICE PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
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PLAN 3	IFB NO. BWI/SBA/ QCBS/002 /19/20	TECHNICAL SERVICES	1 FIRM	\$ 24,250.00	QCBS	4/29/2019	5/6/2019	5/15/2019	5/23/2019	5/31/2019	6/7/2019	6/17/2019	6/25/2019	7/10/2019	7/17/2019	7/25/2019	8/7/2019	6/6/2020	
UPDATE																			
ACTUAL																			
PLAN 4	IFB NO. BWI/QCB S/003/19/20	TRAINING SERVICES	1 FIRM	\$ 50,000.00	QCBS	4/29/2019	5/6/2019	5/15/2019	5/23/2019	5/31/2019	6/7/2019	6/17/2019	6/25/2019	7/10/2019	7/17/2019	7/25/2019	8/7/2019	6/6/2020	
UPDATE																			
E																			
ACTUAL																			
SUB-TOTAL				\$ 74,250.00															
GRAND TOTAL				\$ 107,250.00															

Prepared by: J. Diameno Nasih Date: 08-06-19
Procurement Manager

Approved by: Harris F. Tarnue Esq. Date: 8/16/19
Principal & EO/Chairman
Procurement Committee

Oct 13 2019



BOOKER WASHINGTON INSTITUTE

CONSULTANCY SERVICES PROCUREMENT PLAN EXPLANATORY NOTE

SOURCE OF FUNDING: GOL

FISCAL YEAR: 2019/2020



ITEM NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. BWI/SBA/LCS/001/19/20	LEGAL SERVICES	This contract package is intended to pay Legal practitioner ^{or} consultant for BWI. It is drawn from the budget line Consultancy Services in the tone of (US\$8,000.00).
2	IFB NO. BWI/SBA/QCBS/001/19/20	IT SERVICES	This contract package is used to underwrite the cost of development & Maintenance of student data network equipment and other IT Services for the BWI. It is drawn from budget line Consultancy Services in the tone of (US\$25,000.00).
3	IFB NO. BWI/SBA/QCBS/002/19/20	TECHNICAL SERVICES	This package is meant to underwrite the cost of providing professional support and/or consultancy to the various National Diploma Programs introduce at the Post-Secondary & Professional Program (PSP) at BWI and Vocational trade shops. It is drawn from the budget line Consultancy Services in the tone of (US\$24,250.00).
4	IFB NO. BWI/SBA/QCBS/003/19/20	TRAINING SERVICES	This package is meant to underwrite the cost of staff on site training of trainers for the asetscope training laboratory. It is drawn from the budget line Consultancy Services in the tone of (US\$50,000.00).

Prepared by: 

J. Diakmeno Nasih
Procurement Manager

Date: 08-06-19

Approved by: 

Harris F. Tarnue Esq.
Principal & EO/Chairman
Procurement Committee

Date: 8/6/19

*Atty
August 19, 2019*