



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/0695/'19**

October 3, 2019

Dr. Roland C. Massaquoi  
**PRESIDENT**  
Bong County Technical College  
Republic of Liberia

Dear Dr. Massaquoi:

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 Bong County Technical College SBA and Non SBA 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>

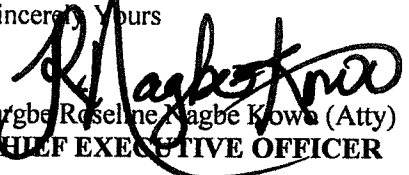
Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for BCTC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

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**

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



BONG COUNTY TECHNICAL COLLEGE  
PROCUREMENT PLAN (SBA Core Budget)  
Funding: COL NATIONAL BUDGET  
Fiscal Year 2019/2020

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BASIC DATA																		
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/DOC/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCE FINAL	
PLANNED 1	IFB No. BCTC/SBA/RFO/001/19/20	Scratch Cards	J-6120	1,900 PC	9,500.00	RFQ <del>RFQ</del>	9/9/2019	9/16/2019	9/23/2019	9/30/2019	10/30/2019	11/14/2019	11/21/2019	11/28/2010	N/A	6/15/2020	6/22/	
UPDATE																		
ACTUAL																		
PLANNED 2	IFB No. BCTC/SBA/NCB/001/19/20	Educational Materials & Supplies	G-4761	Assorted	69,071.00	NCB	9/9/2019	9/16/2019	9/23/2019	9/30/2019	10/30/2019	11/14/2019	11/21/2019	11/28/2010	N/A	6/15/2020	6/22/	
UPDATE																		
ACTUAL																		
PLANNED 3	IFB No. BCTC/SBA/NCB/002/19/20	Stationery & Supplies	G-4761	Assorted	24,500.00	NCB	9/9/2019	9/16/2019	9/23/2019	9/30/2019	10/30/2019	11/14/2019	11/21/2019	11/28/2010	N/A	6/15/2020	6/22/	
UPDATE																		
ACTUAL																		
PLANNED 4	IFB No. BCTC/SBA/RFO/002/19/20	Cleaning Materials	G-4773	Assorted	8,900.00	RFQ	9/9/2019	9/16/2019	9/23/2019	9/30/2019	10/30/2019	11/14/2019	11/21/2019	11/28/2010	N/A	6/15/2020	6/22/	
UPDATE																		
ACTUAL																		
SUBTOTAL					111,971.00													

Prepared by: *[Signature]*  
Tom S. Myanwapolu  
Director of Procurement

Approved by: *[Signature]*  
Dr. Roland d. Massagué  
President/BCTC/Proc. Committee Head

Date: *Sept 2, 2019*

*OTL*  
*October 3, 2019*

*AS*  
*October 2, 2019*

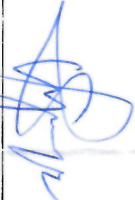
*10/25/19*  
*Oct 23 2019*




BONG COUNTY TECHNICAL COLLEGE  
PROCUREMENT PLAN (SBA Core Budget)  
Funding: COL NATIONAL BUDGET  
Fiscal Year 2019/2020

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	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY INSPECTION (SUBSTANTIAL COMPLETION)	
PLANNED	5	IFB No. BCTC/SBA/RFO/003/19/20	Printing & Binding	C-1811	Assorted	8,500.00	RFO	9/9/2019	9/16/2019	9/23/2019	9/30/2019	10/30/2019	11/14/2019	11/21/2019	11/28/2019	N/A	6/15/2020	6
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. BCTC/SBA/RFO/004/19/20	Repair & Maint- Gen	C-3314	1 Firm	3,000.00	RFO	9/9/2019	9/16/2019	9/23/2019	9/30/2019	10/30/2019	11/14/2019	11/21/2019	11/28/2019	N/A	6/15/2020	6
UPDATE																		
ACTUAL																		
SUBTOTAL						11,500.00												
GRANDTOTAL						123,471.00												

Prepared by:   
Tom S. Nyanwapolu  
Director of Procurement

Approved by:   
Dr. Roland C. Massaquoi  
President/BCTC/Proc. Committee Head

Date: Sept 2, 2019

Oct 13, 2019

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Oct 13/2019





BONG COUNTY TECHNICAL COLLEGE  
PROCUREMENT PLAN (SBA Core Budget)  
Funding: COL NATIONAL BUDGET  
Fiscal Year 2019/2020

Provisional

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. BCTC/SBA/RFQ/001/19/20	SCRATCH CARDS	This package comes from Telecommunications, Internet, postage and courier and it is intended to procure scratch cards from Lone star and Orange scratch cards for the use of telephones, modern, etc. This budget line comes from Scratch Cards. This line was originally \$6,500.00 but as a result of the inclusion of the grants of \$120,000.00 as grants, an additional amount of \$3,000.00 was made giving a new amount of <u>\$9,500.00</u> . A total of 1,900 pieces of scratch cards will be procured.
2.	IFB No. BCTC/SBA/NCB/001/19/20	Educational Materials & supplies	This contract package is intended to procure needed reading materials which are found in the library along with student record books, teacher Roll book and teacher Plan books, agricultural tools and implements, e-books, laboratory materials and equipment, furniture for library and laboratory It comes from the budget line called Educational Materials and Supplies. The initial budget amount on this line was \$20,071.00 and with the transfer of the grants, an additional amount of \$49,000.00 was made with the new total of <u>\$69,071.00</u> .
3.	IFB NO. BCTC/SBA/NCB/002/19/20	Stationary & supplies	The following items to be procure include: Assorted A4 Sheets, Legal sheets, Ball pen, steno pad, Manila Folder, Brown envelopes, Box files,, Assorted cartridges etc. Initially this budget figure stood at <u>\$12,000.00</u> and upon the receipt of the grant from the Government it was increased by an amount of <u>\$12,500.00</u> due to the transfer of the grants to the College. The new budget amount is now at <u>\$24,500.00</u>
4	IFB No. BCTC/SBA/RFQ/002/19/20	Cleaning materials	To Purchase of tide soap, disinfectants, tissue, napkins, brooms, commode brushes, cleaning towels, air freshener, insecticides, other bathroom materials such as commode plungers, commode brushes, etc. Cleaning materials was originally at \$3,900.00 but was increased by \$5,000.00 and the new total is now <u>\$8,900.00</u>
5.	IFB No. BCTC/SBA/RFQ/003/19/20	Printing, binding & Publication	This package will defray the cost of assorted printing and binding materials and publication to include Physical Education T-shirts for students, staff handbooks for 100 staff and faculty, call cards, LPO books, and printing and binding of big documents, receipt books, etc. The budget for this line was at <u>4,500.00</u> . Upon the receiving the grants, the amount of <u>\$4,000.00</u> was added giving a new total of <u>\$8,500.00</u>
6	IFB No. BCTC/SBA/RFQ/004/19/20	Repair and Maintenance-Generator	This budget line is used to service fees for repair and maintain the generators of BCTC that have almost gone down the road. Repair and Maintenance of Generators in F/Y 19-20 was not initially in the F/Y 19-20 budget but as a result of the grants the amount of <u>\$3,000.00</u> was now allocated.

Prepared by: \_\_\_\_\_

Tom S. Nyanwapolu  
Director of Procurement

Approved by: \_\_\_\_\_

Dr. Roland C. Massaquoi  
President/BCTC/Proc. Committee Head

Date: Sept 2, 2019

all items  
October 2, 2019

all items  
October 2, 2019

Sept 3/19