



# 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/625/'22

October 19, 2022

Hon. Victor H. sumo  
**EXECUTIVE DIRECTOR**  
Central Agricultural Research Institute  
Republic of Liberia

Subject: **RECEIPT AND APPROVAL OF THE CENTRAL AGRICULTURAL RESEARCH INSTITUTE SPECIAL PROJECT PROCUREMENT PLAN (SBA/NON-SBA) FY - 2022**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Central Agricultural Research Institute (**CARI**) Special Project Procurement Plan (SBA and Non-SBA) for Fiscal Year 2022, upon review of all submitted documentation, in accordance with Section 40 of the PPCA, 2010.

The Commission conveys to the Central Agricultural Research Institute that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan.

The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission." Please note that an 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 required to again request the use of said approved method.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice. **The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.**

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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards,

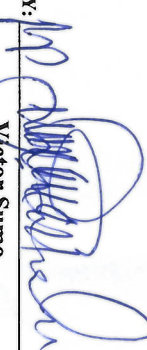
  
Jargoe Roteline Nodbe Kowo (Atty.)  
Chief Executive Officer

CENTRAL AGRICULTURE RESEARCH INSTITUTE (CARI)  
SPECIAL PROJECT (SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD & NUTRITION SECURITY (SADFONS) - LIBERIA)  
PROCUREMENT PLAN OCTOBER 2022 - DECEMBER 2022  
SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AFDB)  
(SBA)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
IMPLEMENTATION DATES																		
Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1- bid doc./tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment	
1	IFB No. CAR/ MoA/SADFONS/SBA/RFQ/001/22	Petroleum Product	G4661	284 gals of Diesel Fuel	1,735,000	RFQ	10/5/2022	10/11/2022	10/14/2022	10/17/2022	10/24/2022	10/27/2022	10/31/2022	11/7/2022	N/A	11/22/2022	12/20/2022	
PLANNED																		
UPDATE																		
ACTUAL																		
2	IFB No. CAR/ MoA/SADFONS/SBA/RFQ/002/22	Scratch Card	J6120	Assorted	300.00	RFQ	10/5/2022	10/11/2022	10/14/2022	10/17/2022	10/24/2022	10/27/2022	10/31/2022	11/7/2022	N/A	11/22/2022	12/20/2022	
PLANNED																		
UPDATE																		
ACTUAL																		
3	IFB No. CAR/ MoA/SADFONS/SBA/SS/001/22	Communication Equipment	G4741	1 firm	1,407,000	SS	10/5/2021	10/10/2021	10/14/2021	N/A	N/A	N/A	N/A	10/28/2021	N/A	11/4/2021	12/2/2021	
PLANNED																		
UPDATE																		
ACTUAL																		
4	IFB No. CAR/ MoA/SADFONS/SBA/RFQ/003/22	Printing Material	C1811	3 Pcs	800	RFQ	10/12/2022	10/18/2022	10/21/2022	10/24/2022	10/31/2022	11/3/2022	11/7/2022	11/14/2022	N/A	11/29/2022	12/27/2022	
PLANNED																		
UPDATE																		
ACTUAL																		
				Sub-Total US\$	\$	4,242,000												

PREPARED BY:   
MayArthur G. Paul  
PROJECT PROCUREMENT OFFICER



APPROVED BY:   
Victor Sumo  
CHAIRMAN, PROCUREMENT COMMITTEE



DATE: 29-Sept-22

  
J. Nyabot  
2022/09/19

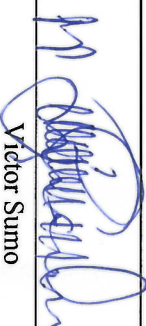




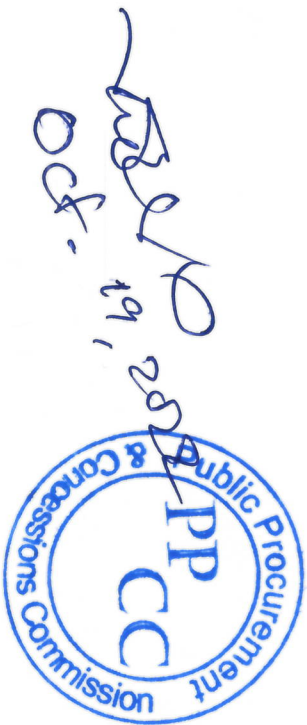
**CENTRAL AGRICULTURE RESEARCH INSTITUTE (CARI)**  
**PROJECT (SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD & NUTRITION SECURITY (SADFONS) -**  
**PROCUREMENT PLAN OCTOBER 2022 - DECEMBER 2022**  
**SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AfDB)**  
**(SBA)**

Item No.	Contract Package Code	Contract Package	Content of Contract Package
<b>NON SBA</b>			
1	IFB No. CARL/MoA/SADFONS/RFQ/SBA/001/21/22	Petroleum Product	This contract package is from the Budget Line Fuel & Lubricant Generator. It is intended to procure 284 gallons of Diesel fuel for CARI Vehicles assigned to the project.
2	IFB No. CARL/MoA/SADFONS/RFQ/SBA/002/21/22	Scratch Card	This contract package is from is intended to procure assorted telephone Cards as seen below: Lonestar US\$5.00 denomination card - 28 pcs, Orange US\$5.00 denomination card - 28 pcs, Lonestar US\$1.00 denomination card - 2 pcs and Orange US\$1.00 denomination card - 2 pcs
3	IFB No. CARL/MoA/SADFONS/RFQ/SBA/003/21/22	Communication Equipment	This contract package is intended to Single Source (SS) One (1) set of Orange Rioter from Orange Liberia .
4	IFB No. CARL/MoA/SADFONS/RFQ/SBA/004/21/22	Printing Materials	This contract package is intended to procure the [production and printing of three (3) standard sign board for the project sites

PREPARED BY:   
 MacArthur G. Paul  
 Project Procurement Officer

Approved by:   
 Victor Sumo  
 Chairman, Procurement Committee

Date: Sept 29, 2022



CENTRAL AGRICULTURE RESEARCH INSTITUTE (CARI)  
SPECIAL PROJECT (SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD & NUTRITION SECURITY (SADFONS) - LIBERIA)  
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SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AfDB)  
(NON SBA)

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IMPLEMENTATION DATES																			
Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/ Drawings	Preparation of bidding document	PC App.1- bid doc/tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	Pc App. 2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment		
PLANNED	1	IFB No. CARU/MoA/SADFONS/N-SBA/RFQ/001/22	Agro Chemical	G4510	Assorted	RFQ	10/4/2022	10/10/2022	10/14/2022	10/17/2022	10/24/2022	10/27/2022	10/31/2022	11/7/2022	N/A	11/22/2022	12/20/2022		
UPDATE																			
ACTUAL																			
PLANNED	2	IFB No. CARU/MoA/SADFONS/N-SBA/RFQ/002/22	Agro Tools	G4653	Assorted	RFQ	10/4/2022	10/10/2022	10/14/2022	10/17/2022	10/24/2022	10/27/2022	10/31/2022	11/7/2022	N/A	11/22/2022	12/20/2022		
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. CARU/MoA/SADFONS/N-SBA/RFQ/003/22	Vehicle Repairs & Maintenance	G4741	Assorted	RFQ	10/5/2022	10/13/2022	10/20/2022	10/24/2022	11/21/2022	12/1/2022	12/8/2022	12/15/2022	N/A	1/12/2023	2/20/2023		
UPDATE																			
ACTUAL																			
ACTUAL																			
Sub-Total US\$														\$	21,407.00				

PREPARED BY:   
MacArthur G. Paul  
PROJECT PROCUREMENT OFFICER



APPROVED BY:   
Victor Sumo  
CHAIRMAN, PROCUREMENT COMMITTEE



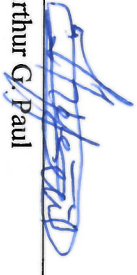
DATE: 29-Sept-22





**CENTRAL AGRICULTURE RESEARCH INSTITUTE (CARI)**  
**PROJECT (SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD & NUTRITION SECURITY (SADFONS) -**  
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**(NON SBA)**

Item No.	Contract Package Code	Contract Package	Content of Contract Package
<b>NON SBA</b>			
1	IFB No. CARL/MoA/SADFONS/RFQ/N-SBA/001/21/22	Agro Chemicals	This contract package is from the Budget Line Agriculture Inputs. It is intended to procure assorted agro chemicals i.e. NPK 15 15 15 (50KG Bag), Urea (50 kg Bag), Triple Super Phosphate (TSP), Herbicide Non Selective, Insecticide etc.
2	IFB No. CARL/MoA/SADFONS/RFQ/N-SBA/002/21/22	Agro Tools	This contract package is from the Budget Line Small Tools and Equipment. It is intended to procure assorted tools, i.e. 100 meter measuring tape, Bag Sewing machine (Portable), Leather Gloves, Hanging Scales, Napsack Sprayer, Plastic Basin, Grain moisture meter (Digital), Empty Sac (Dauble Layer) 25kg, Tarpauline Sheet (Heavy Duty Cotton Canvas waterproof of 30 ft x 30 ft), etc.
3	IFB No. CARL/MoA/SADFONS/RFQ/N-SBA/003/21/22	Vehicle Repairs & Maintenance	This contract package is intended to procure the repair of CARI vehicles assigned to the project etc.

PREPARED BY:   
MacArthur G. Paul  
Project Procurement Officer

Approved by:   
Victor Sumo  
Chairman, Procurement Committee

Date: Sept 29, 2022

