



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/1034/'20

February 19, 2020

Hon. Emmanuel A. Lomax

DIRECTOR

Center for National Documents and Records Agency

Republic of Liberia

Dear Hon. Lomax:

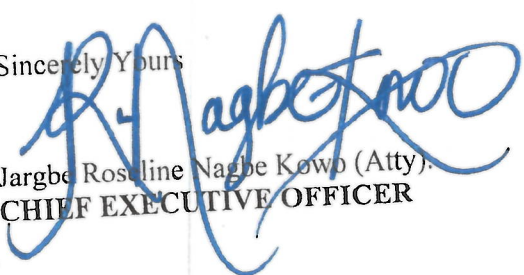
Subject: **RECEIPT AND APPROVAL OF CORE BUDGET PROCUREMENT
PLANS FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the **Center for National Documents and Records Agency** Procurement Plan (*Goods, Works and Services*) for Fiscal Year 2019/2020 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission wishes to inform the Center for National Documents and Records Agency that its 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 becomes 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 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.

The Public Procurement and Concessions Commission 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.

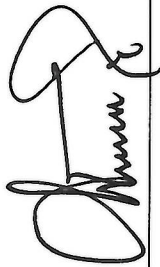
Sincerely Yours


Jargbe Roseline Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

CENTER FOR NATIONAL DOCUMENTS AND RECORDS AGENCY/NATIONAL ARCHIVES
CONSULTANCY PROCUREMENT PLAN (GOL CORE & INTERNAL REVENUE BUDGET)
GOL NATIONAL BUDGET FISCAL YEAR: 2019/2020

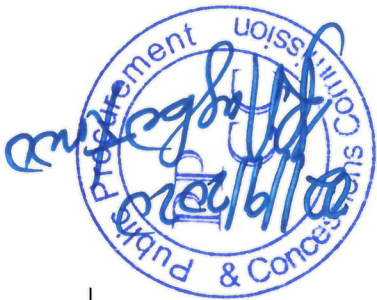
2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
ITEM NO.	BASIC DATA																		
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Vender Business registration code	NO. OF FRIMS/PERSONS	Estimated cost (USD)	Selection method	Prep. Of TOR & PC approval	Publication of REOI	REOI CLOSING/OPENING	Submission of evaluation	PC approval evaluation report/shortlist	Preparation & submission of REF document	PC approval Final TOR/Rfp document	Invitation of proposals	Proposal submission and opening	Submission of Technical and Financial Evaluation Report	PC approval combined Evaluation report	Contract award & signing	Completion)Final Report & Payment)
1.	REP NO. CNDRA/SBA/LCS/001/19/20	LEGAL SERVICES	M6920	1 person	5,500.00	LCS	05-12-19	05-19-19	07-03-19	07-10-19	07-17-19	07-24-19	07-31-19	08-07-19	08-22-19	08-29-19	10-04-19	06-30-19	06-30-20
2.	REP NO. CNDRA/SBA/LCS/002/19/20	Training Services	P8449	1 firm	2,000.00	LCS	05-12-19	05-19-19	07-03-19	07-10-19	07-17-19	07-24-19	07-31-19	08-07-19	08-22-19	08-29-19	10-04-19	06-30-20	06-30-20
3.	REP No. CNDRA/QCBS/001/19/20	Monitoring & Supervision services	M7490	20 individuals	72,000.00	QCBS	05-22-19	05-29-19	07-27-19	07-04-19	07-11-19	07-18-19	07-25-19	08-01-19	08-02-19	08-09-19	08-16-19	06-30-20	06-30-20
TOTAL PLANNED:																			

Prepared by: 

Julius H. Flomo/Procurement Director

Approved By:  Date: 31/01/20

Emmanuel A. Lomax/Director General/Chairman Proc. Committee



CENTER FOR NATIONAL DOCUMENTS AND RECORDS AGENCY/NATIONAL ARCHIVES
NOTE ON THE CONSULTANCY PROCUREMENT PLAN (CORE & INTERNAL REVENUE BUDGET)
GOL NATIONAL BUDGET FISCAL YEAR: 2019/2020

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTRACT DESCRIPTION
1.	REP NO. CNDRA/SBA/LCS/001/17/18	LEGAL SERVICES	This contract package will be applied to hiring a Legal Personnel to cater to all CNDRA legal issues as they arise and will be paid from this contract package in line with the agreement.
2.	IFB NO. CNDRA/Rfq/SBA/012/19/20	STAFF TRAINING LOCAL	The Agency intends to hire a firm to conduct trainings in-house for staff capacity building.
3.	REP NO. CNDRA/QCBS/001/19/20	Monitoring & Supervision Services	This contract package will be applied to hiring IT Consultancy, Program Developers, and Professionals. At least 20 consultants.

Prepared By: Obuma P.

Julius H. Flomo/Procurement Director

Approved by: Emmanuel A. Lomax date: 31/01/20

Emmanuel A. Lomax/Director General/Chairman Proc. Committee

