



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/282/'22

May 12, 2022

Hon. Emmanuel A. Lomax

DIRECTOR GENERAL

Center for National Documents and Records Agency

Republic of Liberia

Dear Hon. Lomax:

Subject: **RECEIPT AND APPROVAL OF CNDRA SPECIAL PROJECT PROCUREMENT PLAN (SBA) FOR FISCAL YEAR 2022.**

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the **CNDRA's** submission of its Special Project Procurement Plan (SBA). The Commission has received and approves the CNDRA's Special Project Procurement Plan for Fiscal Year 2022 in accordance with **Section 40** (3) of the PPCA, 2010, and informs the CNDRA 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 Plans.

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.

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.

Best regards,

Yours sincerely,


Jorgbe Roseline Nagbe Kwo (Atty.)
CHIEF EXECUTIVE OFFICER

CENTER FOR NATIONAL DOCUMENTS AND RECORDS AGENCY/NATIONAL ARCHIVES

SPECIAL PROJECT PROCUREMENT PLAN (SBA)

Source of Funding: GOL BUDGET

FISCAL YEAR: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO.	PACKAGE NUMBER (CODE)	BASIC DATA			QTY	ESTIMATE D COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/D RAWINGS	PREP. OF BID DOCUMENT T	PC APPROVAL BID DOC/TECH SPEC	BID INVITATIO N & RELEASE OF BID DOC	BID SUBMISSI ON PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATIO N REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZAT ION)	DELIVERY INSPECTION (SUBSTANTIAL COMPLETION)	ACCEP & FI PAVN
		BUSINESS REGISTRATI ON CODE																
PLANNED	1	IFB NO. CNDRA/RB/SBA/SP/001/22	Acid Free Boxes	CL623	9,375	15,000.00	RB	05/04/22	05/11/22	05/18/22	05/20/22	06/20/22	6/24/22	06/30/22	07/06/22	N/A	07/22/22	07/29/
UPDATE																		
ACTUAL																		
		Grand TOTAL:				15,000.00												

Prepared by:



James At-Fethibulleh/ Procurement Director



May 10, 2022

Approved By:

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

Date:

5/5/22



May 10/2022

CENTER FOR NATIONAL DOCUMENTS AND RECORDS AGENCY/NATIONAL ARCHIVES

Explanatory Notes (SBA) Special Project

Source of Funding: GOL BUDGET

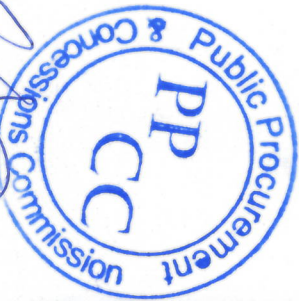
FISCAL YEAR: 2022

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTRACT DESCRIPTION
1.	REP NO. CNDRA/RB/SBA/SP/001/22	Acid Free Boxes	This contract package will be applied to acquiring Acid Free Boxes used for Archival Purposes (storage of public records across MACs in Monrovia and its environs). These boxes are specialized archival boxes that are not commonly see in the market by just any vender.

Prepared by: _____



James A. Fainbulleh/Procurement Director



James A. Fainbulleh
May 10, 2022

Approved By: _____ Date: *5/9/22*

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

Emmanuel A. Lomay
May 10/2022

