

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/1528/'20

October 12, 2020

Hon. Trokon T. Roberts  
**DIRECTOR**  
Executive Protection Service  
Republic of Liberia

Dear Hon. Roberts:

Subject: **APPROVAL OF UPDATED PROCUREMENT PLAN WITH REDUCTION IN LEAD TIME FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the **Executive Protection Service (EPS)** Non SBA Procurement Plan seeking **retendering and reduction in lead time** from four (4) to two (2) weeks for FY 2020/2021 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.

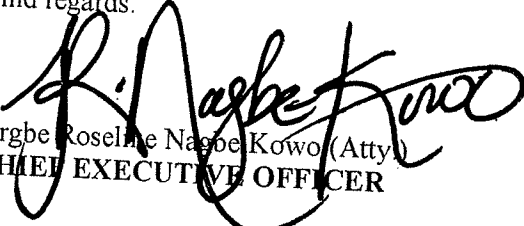
Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement 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 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for EPS's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 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 (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2020/2021.

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.

  
Jargbe Roseline Nagbe Kowo (Atty)  
**CHIEF EXECUTIVE OFFICER**

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

## FISCAL YEAR: 2020/2021

[illegible]

S/Agt. Nelson N. Gborlay  
Procurement Director

**Hon. Trokon N. Roberts**  
**Chairman Procurement Committee**

Date:

02/10/2026

Oct 9, 2020

11/09/2026

03 12 2027

EXECUTIVE PROTECTION SERVICE  
Procurement Plan: NON - SBA

Explanatory Notes  
Fiscal Year: 2020/2021

1	IFB NO.EPS/NCB/001/20/21	Air tickets	This Package is intended to procure air tickets to facilitate the travels of EPS agents for official duty abroad.
2.	IFB NO.EPS/NCB/002/20/21	Vehicles Spare Parts	This Package is intended to procure Spare parts for all EPS vehicles, including the president, vice president and first lady motorcades. Note: That these vehicles are repaired by EPS mechanical personnel employed with the entity.
3.	IFB NO.EPS/RB/001/20/21	Petroleum products	This contract package is intended to procure gasoline and fuel for EPS fleet of vehicles. a)fuel _____ 110,574.29 gas @ 3.50 gallons

Prepared by:   
S/Agt. Nelson N. Gborlay  
Procurement Director

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

Hon. Trokon Roberts  
Chairman Procurement Committee/EPS

Date: 02/10/2020

used  
Oct, 9, 2020

**EXECUTIVE PROTECTION SERVICE**  
**Procurement Plan: NON - SBA**  
**Up-Dated-Explanatory Notes**  
**Fiscal Year: 2020/2021**

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Prepared by:   
**S/Agt. Nelson N. Gborlay**  
**Procurement Director**

Approved by:   
**Hon. Trokon Roberts**  
**Chairman Procurement Committee/EPS**

*MSG*  
*Oct 9, 2020*

Date: 02/10/2020  
