



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/OIC/151/'23

June 22, 2023

Hon. Lawrence A. George  
**ACTING DIRECTOR GENERAL**  
Forestry Development Authority  
Republic of Liberia

Dear Hon. George:

Subject: **RECEIPT AND APPROVAL OF THE FORESTRY DEVELOPMENT AUTHORITY UPDATED PROCUREMENT PLAN FOR FISCAL YEAR 2023.**

We present our compliments and acknowledged receipt of your communication, which sought the Commission's approval for the Forestry Development Updated Procurement Plan for the Fiscal Year 2023.

The Commission, upon overall review of your communication, accompanying documents and relying on your clarifications and assurances, approves the Forestry Development Authority Updated Draft Procurement Plan in accordance with **Section 40 (3)** of the PPCA, 2010.

The Commission informs the Forestry Development Authority, that its Procurement Plan will be duly forwarded to the Ministry of Finance and Development and Planning, and that the MFDP will process allotments in keeping with the approved Procurement Plan. Additionally, the Forestry Development Authority is reminded that **all contracts which cumulative annual value exceeds the threshold of US\$250,000 must be signed by the Minister responsible for Finance.**

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 and **Value for Money** and ultimately public confidence in our public procurement and concessions processes.

Kind regards.

Yours sincerely,

Stevenson S. Yond  
**OFFICER-IN-CHARGE**



# REPUBLIC OF LIBERIA FORESTRY DEVELOPMENT AUTHORITY (FDA)

Office of the Managing Director

Whehin Town, Mt. Barclay  
P. O. Box 3010  
Montserrado County  
Monrovia, Liberia  
West Africa

+231-777111434  
+231-886511944  
mike.doryen@fda.gov.lr  
mikedoryen@gmail.com

June 14, 2023

Ref: MD/078/2023/-31

Mr. Stevenson S. Yond  
Officer in Charge  
Public Procurement & Concessions Commission  
Capitol Hill, 1000 Monrovia  
10 Liberia

Received:  
Theophilus Hollie  
June 15, 2023  
Time: 3:10pm

Subject: REQUEST FOR APPROVAL OF AN UPDATED PROCUREMENT PLAN USING THE SINGLE SOURCE METHOD OF PROCUREMENT FOR CALENDAR YEAR 2023.

Dear Mr. Yond:

I have the honor to present my compliments with esteem gratitude for your vigorous work at the commission all aimed at making public procurement more effective through your compliance and monitoring procedures.

Consistent with Section 55 (1) clause (d) of the amended and restated PPC Act of 2010 which states that "In case of extreme urgency, provided that the circumstances which gave rise to the emergency were neither foreseeable by the Procuring Entity nor the result of dilatory conduct on its part".

The FDA justification for using this procurement method is based on the fact that there is an urgent need to construct the retaining wall of its main building due to a severe landslide. Currently, some offices of the FDA have been closed and staff have been evacuated to merge with other departments to continue their operations partially. This action on the part of management is intended to continue the partial flow of working activities.

Initially, the commission approved the civil works contract package on the procurement plan for the use of National Competitive Bidding (NCB) for calendar year 2023. However, the early introductions of the raining season have accelerated the existing threat to the remaining portion of the building and the need to engage the services of the contractor cannot be overly emphasized. **Elite Contractor and Global Services** constructed the FDA Regional Office in Tubmanburg, Bomi County as the lowest responsive evaluated bidder at a contract price of **US\$347,183.40** (Three Hundred and Forty-Seven Thousand One Hundred and Eighty Three United States Dollars Forty cents). The contractor also constructed the FDA Park Headquarters situated in Temah Village, Gbarpolu County as the lowest responsive evaluated bidder at a contract price of **US\$365,370.17** (Three Hundred and Sixty-Five Thousand Three Seventy United States Dollars) on two separate procurement activities between 2020-2022 through the Liberia Forest Sector Project under the Forestry Development Authority using World Bank Procurement procedures.

Mr. Stevenson, you can be assured of our usual cooperation in acting within the confines of the provisions of the PPCC Act as we all strive to cut-down waste and abuse. Compliance with the PPCC Act will always be our top priority as we continue our resuscitation and sustainability road-map of the Forestry Sector.

Thanks immensely for your usual cooperation and procurement guidance you continue to provide.

Kind regards.

Sincerely yours,



C. Mike Doryen  
**Managing Director**

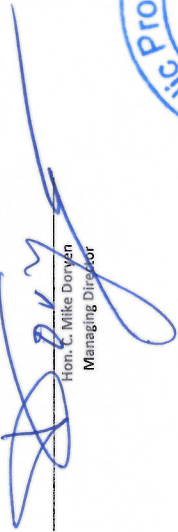
**Attachment**

- Procurement Plan;
- Draft Contract
- Past Contracts

FORESTRY DEVELOPMENT AUTHORITY  
Chain of Custody Special Procurement Plan (Core Budget)  
Source of Funding: Government of Liberia Transitory Account  
Calendar Year: 2023

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
ITEM NO.	PACKAGE NUMBER (CODE)	BASIC DATA				IMPLEMENTATION DATES												ACCEPTANCE & FINAL PAYMENT	REMARKS
		CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	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)			
VIC	1	IFB No.FDA-COC/NCB/002/2023	Civil Works	G-4663	1 Building	\$ 50,000.00	NCB	11-Apr-23	17-Apr-23	25-Apr-23	26-Apr-23	29-May-23	6-Jun-23	13-Jun-23	27-Jun-23	N/A	5-Jul-23	25-Jul-23	
UIC		IFB No.FDA-COC/SS/002/2023	Civil Works	G-4663	1 Building	\$50,000.00	SS	11-Apr-23	17-Apr-23	25-Apr-23	N/A	N/A	N/A	N/A	N/A	N/A	N/A	25-Jul-23	
		Sub	Total			\$ 50,000.00													

Prepared by:   
Drace S. Baar  
Manager, Projects Procurement

  
Hon. C. Mike Doryen  
Managing Director

Date: June 14, 2023

  
June 2023

  
June 2023



FORESTRY DEVELOPMENT AUTHORITY  
Chain of Custody Special Procurement Plan (Core Budget)  
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA TRANSITORY ACCOUNT

Item	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO: FDA/COC/SS/002/23	Civil Works	This contract package will be procured under the budget line item of Repair & Maintenance Civil, of which the FDA intends to single Sole the Elite Global Contractors Service to construct the retaining wall.

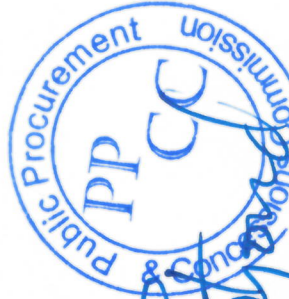
Prepared by:

Drace S. Baar  
Manager, Projects Procurement

Hon. C. Mike Doryen  
Managing Director



June 22, 2023



June 22, 2023