



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/0498/'19

September 11, 2019

Hon. Benjamin Tennessee Plewon II

DEPUTY MANAGING DIRECTOR FOR FINANCE & ADMINISTRATION

Forestry Development Authority

Republic of Liberia

Dear Hon. Plewon:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Forestry Development Authority SBA and Consultancy Procurement Plans for FY 2019/2020 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 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for FDA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 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 (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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,

Sincerely Yours


Jargbe Rosellie Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

FORESTRY DEVELOPMENT AUTHORITY
PROVISIONAL PROCUREMENT PLAN (CORE BUDGET Consultancy)
Source of Funding: GOVERNMENT OF LIBERIA 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						REQUEST FOR EXPRESSION OF INTEREST, if applicable						REQUEST FOR PROPOSALS AND APPROVAL OF AWARD							
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Active Code	No. of FIRMS/PERS ONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHO RLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL- COMBINED AWARD & EVALUATION REPORT	CONTRACT AWARD & SIGNING		COMPLETION (FINAL REPORT) AND PAYMENT
PLANNED	1	IFB No./FDA/IC/001/19/20	Financial Management Services	M 6920	IC	\$ 28,800.00	LCS	10-Jun-19	17-Jun-19	8-Jul-19	15-Jul-19	22-Jul-19	12-Aug-19	19-Aug-19	26-Aug-19	16-Sep-19	30-Sep-19	14-Oct-19	4-Nov-19	27-Jan-20	
UPDATE																					
ACTUAL																					
PLANNED	2	IFB No./FDA/LCS/001/19/20	Legal Service	M 6910	1 Firm	\$ 6,000.00	LCS	10-Jun-19	17-Jun-19	8-Jul-19	15-Jul-19	22-Jul-19	12-Aug-19	19-Aug-19	26-Aug-19	16-Sep-19	30-Sep-19	14-Oct-19	4-Nov-19	27-Jan-20	
UPDATE																					
ACTUAL																					
PLANNED	3	IFB No./FDA/IC/002/19/20	Conservation Service	M 7490	IC	\$ 14,400.00	IC	15-Jun-19	22-Jun-19	13-Jul-19	20-Jul-19	27-Jul-19	17-Aug-19	24-Aug-19	31-Aug-19	21-Sep-19	5-Oct-19	19-Oct-19	9-Nov-19	1-Feb-20	
UPDATE																					
ACTUAL																					
Grand Total																					

Prepared by: _____

Wynn G. Bryant, Jr.
Manager, Procurement Unit

Hon. Benjamin Tennessee Plewon, III
Deputy Managing Director Administration/Finance

Date: _____


WGS

11/10/19

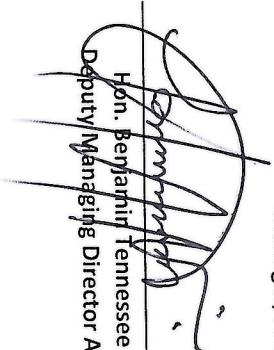


Forestry Development Authority Consultancy
Provisional Procurement Plan Explanatory Notes (CORE BUDGET)
Fiscal Year: 2019/2020

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No./FDA/LCS/002/19/20	Financial Management Services	Under this package services will be procured under the budget line item of Consultancy Services . Hiring of a individual consultant to conduct training for Account Staffs in financial management.
2	IFB No./FDA/LCS/001/19/20	Legal Service	Under this package services will be procured under the budget line item of Consultancy Services . Hiring of a firm for its legal service.
3	IFB No./FDA/IC/002/19/20	Conservation Service	Under this package services will be procured under the budget line item of Consultancy Services . Hiring of a individual consultant to conduct training for conservation staff

Prepared by: 
Wynn G. Bryant, Jr.

Manager, Procurement Unit


Hon. Benjamin Tennessee Plewon, III
Deputy Managing Director Administration/Finance

Date: 09/9/2019




09/11/19