

Ref. PPCC/RL/OIC/093/'23

May 30, 2023

Hon. Stanley S. Ford
DIRECTOR GENERAL
Financial Intelligence Agency of Liberia
Republic of Liberia

Dear Hon. Ford:

Subject: RECEIPT AND APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2023

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Financial Intelligence Agency of Liberia Annual Procurement Plan for Fiscal Year 2023 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan has been 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 plan. The Commission and the Ministry responsible for finance should be notified in writing of any material changes in the procurement plan and provide 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 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,

Stevenson S. Yond
OFFICER IN CHARGE



FINANCIAL INTELLIGENCE AGENCY OF LIBERIA

Congo-town Back Road Behind Health Ministry
(Old LACC Building) Monrovia, Liberia



DIRECTOR GENERAL
Ref: FIA/DG/NO.70/ 05/09/23/SSF

May 9, 2023

Mr. Stevenson S. Yond
Officer-In-Charge
Public Procurement & Concession Commission
Executive Mansion Ground
Monrovia, Liberia

Re: FY – 2023 Draft Annual Procurement Plan Approval

Dear Mr. Yond:


With compliments and pursuant to section 40 of the Amended and Restated Public Procurement and Concession Act of 2010, please find attached the 2023 Draft Annual Procurement Plan for the Financial Intelligence Agency (FIA) of Liberia.

In view of the above, your review and approval are highly anticipated to enable us to commence our provisional budgetary execution.

Please do not hesitate to call or schedule a meeting for us to provide any additional details.

Thanks in advance for your immediate attention.

Sincerely,


Stanley S. Ford
Director General

Received:
Theophilus Kollie
May 12, 2023
Time: 12:57pm

FINANCIAL INTELLIGENCE AGENCY (FIA) of LIBERIA
(Non SBA) Procurement Plan
GOL National Budget
Fiscal Year: 2023

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PU BLC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARK
PLANNED	1	IFB No.FIA/RB/001/2023	J6120	1 Firm	\$ 19,200	RB	3/27/2023	4/3/2023	4/10/2023	6/6/2023	7/13/2023	7/24/2023	8/3/2023	8/14/2023	N/A	12/20/2023	12/29/2023	
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No.FIA/RB/002/2023	G4661	gals of diesel	\$ 32,000	RB	3/27/2023	4/3/2023	4/10/2023	6/6/2023	6/20/2023	7/4/2023	7/13/2023	7/24/2023	N/A	12/20/2023	12/29/2023	
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No.FIA/RQ/001/2023	G4761	Assorted	\$ 6,000	RFQ	3/27/2023	4/3/2023	4/10/2023	6/6/2023	6/13/2023	6/22/2023	7/3/2023	7/12/2023	N/A	12/20/2023	12/29/2023	
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No.FIA/RQ/002/2023	G4520	1 Firm	\$ 7,000	RFQ	3/27/2023	4/3/2023	4/10/2023	6/6/2023	6/13/2023	6/22/2023	7/3/2023	7/12/2023	N/A	12/20/2023	12/29/2023	
UPDATE																		
ACTUAL																		
GRAND TOTAL					\$ 64,200													

PREPARED BY: PP
Nyamnah A. Kertie
PROCUREMENT OFFICER

DATE: April 21, 2023

APPROVED: SS
Stanley S. Ford
DIRECTOR GENERAL / PROCUREMENT COMMITTEE CHAIRPERSON



FINANCIAL INTELLIGENCE AGENCY (FIA) of LIBERIA
Procurement Plan Explanatory Note

Core Budget

Fiscal Period: 2023

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No.FIA/RB/001/2023	Internet Connectivity	This contract package is intended to hire a firm to provide fiber and radio wave internet services for the FIA. The FIA hereby request the Commission's approval to use the Restricted Bidding Method (RB) in the solicitation of internet service because service providers for this contract package are limited.
2	IFB No.FIA/RB/002/2023	Petroleum Products (Diesel & Gasoline)	This contract package is intended to procure 5,981.3 gals of diesel @ \$5.35 per gallon for office generator and Vehicles this budget year. Restricted Bidding is being used because there are limited suppliers that has the capacity to preform this contract package.
3	IFB No.FIA/RFQ/001/2023	Stationery	This contract is intended to procure A4 sheets, cartridges, Brown envelops, pens, files etc to enhance effective operations of the office for this budget year. Request for quotation method is being use because the contract amount falls within the threshold.
4	IFB No.FIA/RFQ/002/2023	Repair & Maitainace - Vehicles	This contract package is intended to provide maintenance / servicing for two (2) JAC Pickups, one (1) Duster SUV, one (1) Kuleons and one (1) Renault Logan at the FIA for this budget year. The RFQ method is being used because the amount falls within the threshold.
5		Office building rental and lease	This line item is intended to provide rent for FIA office space for existing contract.
6		Electricity	This contract package is intended to pay electric power from LEC.

Signed by:

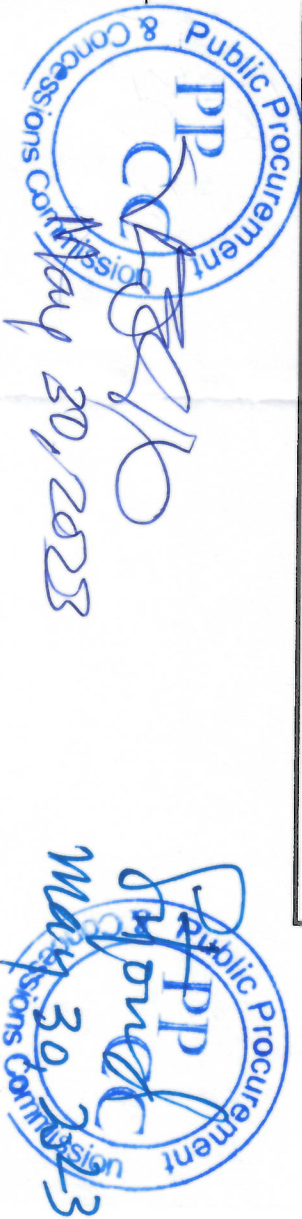
K. A. K.

Nyamah A. Kertie
Procurement Officer

Approved by:

Stanley S. Ford

Stanley S. Ford



FINANCIAL INTELLIGENCE AGENCY (FIA) of LIBERIA
SBA - Procurement Plan
GOL National Budget (Core Budget)
Fiscal Year: 2023

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Fiscal Year: 2023																			
BASIC DATA								IMPLEMENTATION DATES											
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1	IFB No. FIA/SBA/RFQ/001/2023	Employees ID Cards	C1811	1 Firm	\$ 10,000	RFQ	3/27/2023	4/3/2023	4/10/2023	6/6/2023	6/13/2023	6/22/2023	7/3/2023	7/12/2023	N/A	12/20/2023	12/29/2023		
2	IFB No. FIA/SBA/RFQ/002/2023	Cleaning Material & Services	G4773	Awarded	\$ 3,000	RFQ	3/27/2023	4/3/2023	4/10/2023	6/6/2023	6/13/2023	6/22/2023	7/3/2023	7/12/2023	N/A	12/20/2023	12/29/2023		
Grand Total					\$ 13,000														

PREPARED BY: PP [Signature]
Nyamiah A. K. Kelle
PROCUREMENT OFFICER

DATE: April 21, 2023

APPROVED: [Signature]
Stanley S. Ford
DG/ PROCUREMENT COMMITTEE CHAIRPERSON



[Signature]
May 30, 2023



[Signature]
May 30, 2023

FINANCIAL INTELLIGENCE AGENCY (FIA) of LIBERIA
Procurement Plan Explanatory Note-SBA

Core Budget
Fiscal Period: 2023

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No.FIA/RFQ/001/2023	ID Cards	This contract package is intended to provide employee working ID Card for all FIA Staffs. Request for quotation method is being used because the amount falls within the threshold.
2	IFB No.FIA/RFQ/002/2023	Cleaning Materials	This contract package is intended to procure cleaning materials such as detergent, chlorine, tissue, liquid hand soap, napkin, floor mop etc for the day to day cleaning of the office for this budget year. The request for quotation method is being used because the contract package falls within the threshold.
3		Guard & Security Service	This contract package is intended to pay salaries of fifteen (15) security guards (Contractors) that are already posted at the FIA facility for this fiscal year.

Signed by: 

Nyamah A. Kertie
Procurement Officer

Approved by: 

Stanley S. Ford
Director General



May 30, 2023



May 30, 2023