



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/OIC/046/'23

April 25, 2023

Hon. Joel Gamys
EXECUTIVE DIRECTOR
Forestry Training Institute
Bomi County
Republic of Liberia

Dear Hon. Gamys:

Subject: **PROVISIONAL APPROVAL OF THE FORESTRY TRAINING INSTITUTE PROCUREMENT PLAN FOR FISCAL YEAR 2023.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the Foreign Training Institute Procurement Plan for FY 2023 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at **<http://ppcc.gov.lr/vr/index.php/documents>**.

Upon the passage of the National Budget 2023, you are required to submit a revised/updated procurement plan, details budget for the FTI's **allocation** in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2023 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the Fiscal Year 2022 for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2023.

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.

Yours sincerely,

Stevenson S. Yond
OFFICER-IN-CHARGE

Forestry Training Institute

P O Box 9050
Tubmanburg, Bomi County
Republic of Liberia
Email: forestrytraining@yahoo.com



February 14, 2023

Cllr. Jargbe Roseline Nagbe Kowo
Executive Director
Public Procurement and Concession Commission (PPCC)
Capital Hill
Monrovia, Liberia

Dear Hon Kowo,

We present our myriad compliments and forward our Procurement Plan for Core Budget FY 2023 for your approval, below is the listing of procurement Committee and procurement Unit.

PROCUREMENT COMMITTEE:

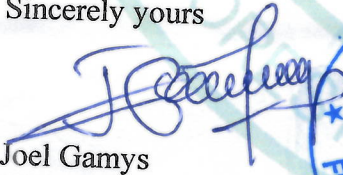
Mr. Joel Gamys-----	Chairman
Mr. George S. Yeanay Sr. -----	Secretary
Mis Hellen Cooper -----	Member
Mr. Muna Ballah-----	Member
Mr. Kogsm Sumo-----	Member

PROCUREMENT UNIT:

George S. Yeanay Sr.-----	(Procurement Director)
Alice Kpadeh-----	Assistance Procurement Director

With kind Regards

Sincerely yours


Joel Gamys
EXECUTIVE DIRECTOR



Received:
Dennis Taylor
Feb. 24, 2023
Time: 12:33pm

FORESTRY TRAINING INSTITUTE
CONSULTANCY PROCUREMENT PLAN
SOURCE OF FUNDING: GOL
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.	REQUEST FOR EXPRESSION OF INTEREST, if applicable						REQUEST FOR PROPOSALS AND APPROVAL OF AWARD												
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS /PERS ONS	ESTIMATED COST (USD)	SELECTION METHOD	Business Activity Code	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	
PLANNED	1	RFP NO. FTI/LCS/001/23	Dendrology Consultancy Service	1pers on	2,925.00	LCS	M7020	3/3/23	N/A	N/A	N/A	N/A	3/10/23	3/14/23	4/14/23	4/28/23	5/10/23	5/12/23	12/5/23
UPDATE																			
ACTUAL																			
Planned	2	REP NO.FTI/LC S/002/23	Silviculture consultancy services	1pers on	2,925.00	LCS	M7020	3/3/23	N/A	N/A	N/A	N/A	3/10/23	3/14/23	4/14/23	4/28/23	5/10/23	5/12/23	12/5/23
UPDATE																			
ACTUAL																			
PLANNED	3	REP NO.FTI/LC S/003/23	Wood Technician consultancy services	1 person	2,925.00	LCS	M7020	3/3/23	N/A	N/A	N/A	N/A	3/10/23	3/14/23	4/14/23	4/28/23	5/10/23	5/12/23	12/5/23
UPDATE																			
ACTUAL																			
PLANNED	4	REP NO.FTI/LC S/004/23	Legal consultancy services	1pers on	2,925.00	LCS	M6920	3/3/23	N/A	N/A	N/A	N/A	3/10/23	3/14/23	4/14/23	4/28/23	5/10/23	5/12/23	12/5/23
UPDATE																			
GRAND TOTAL					\$11,700.00														

Prepared by:

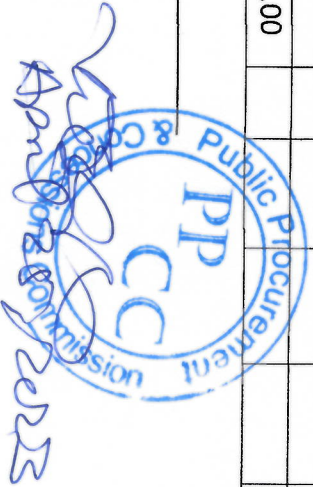
George S. Yeamay, Sr
Procurement Director

Approved by:

Joel Gamys
Chairman Procurement Committee

Date:

4/17/2023



FORESTRY TRAINING INSTITUTE
CONSULTANCY EXPLANATORY NOTES
PROCUREMENT PLAN (SBA)
FY2023
SOURCE OF FUNDING: GOL

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
1	RFP NO. FTI/LCS/001/23	Dendrology Consultancy Services	This contract package is funded from the budget line Consultancy and it is intended to
2	RFP NO. FTI/LCS/002/23	Silviculture consultancy services	This contract package is funded from the budget line Consultancy and it is intended to
3	RFP NO. FTI/LCS/003/23	Wood Technician consultancy services	This contract package is funded from the budget line Consultancy and it is intended to
4	RFP NO. FTI/LCS/004/23	Legal consultancy services	This contract package is funded from the budget line Consultancy and it is intended to

Prepared by:

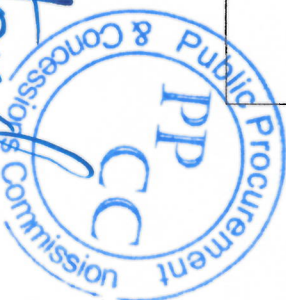
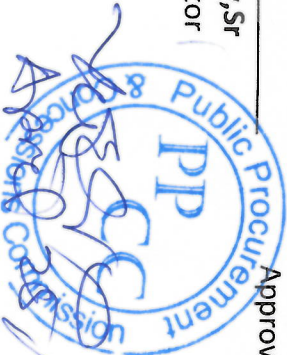

George S Yeahay, Sr
Procurement Director


Approved by:


Joel Gamys
Chairman Procurement Committee

Date:

4/17/23




April 25, 2023

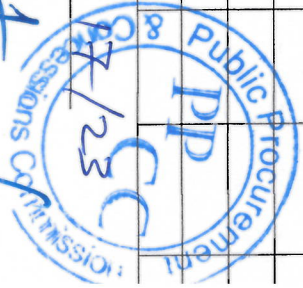
FORESTRY TRAINING INSTITUTE
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
Fiscal year: 2023

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 Activity Code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL L - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL L - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY INSPECTION (SUBSTANTIAL COMPLETION)	
PLANNE D	1	IFB NO. FTI/SBA/RB /001/2023	Petroleum Products	G4661	3,012.16 gal @USD 6.00	18,073	RB	3/20/23	3/27/23	3/31/23	4/14/23	5/11/23	5/15/23	5/19/23	5/26/23	N/A	12/15/23	1.
UPDATE																		
ACTUAL																		
PLANNE D	2	IF NO. FTI/SBA/RF Q/001/2023	Cleaning Materials	G4773	Assorted	1,250.00	RFQ	3/20/23	3/27/23	3/31/23	4/14/23	4/24/23	4/27/23	5/5/23	5/15/23	N/A	12/15/23	1.
UPDATE																		
ACTUAL																		
PLANNE D	3	IFB NO. FTI/SBA/RF Q/002/2023	Stationery	G4761	Assorted	1,250.00	RFQ	3/20/23	3/27/23	3/31/23	4/14/23	4/24/23	4/27/23	5/5/23	5/15/23	N/A	12/15/23	1.
UPDATE																		
ACTUAL																		
SUB- TOTAL						\$20,573.00												

Prepared by: George S. Yeany, Sr
Procurement Director

Approved by: Joel Ganys
Chairman Procurement Committee


Date: 4/18/23



Shony
April 25, 2023

FORESTRY TRAINING INSTITUTE
PROCUREMENT PLAN (SBA)
EXPLANATORY NOTES
FISCAL YEAR: 2023

1	IFB NO. FTI/SBA/RB/001/2023	Petroleum Products	This contract Package is intended to procure petroleum products for the use of FTI vehicles and generator. a) gasoline--- 1,339.58 gallons b) fuel-----1,339.58 gallons
2	IFB NO. FTI/SBA/RFO/001/2023	Cleaning Materials	This contract package is funded from the budget line cleaning materials and is intended to procure top soap, dettol, tower, broom, liquid soap, detergent,
3	IFB NO. FTI/SBA/RFO/002/2023	Stationery	This contract package is intended to procure the items below: legal paper 215mm x 356mm _10 cartons, A4 paper 210mm x 297mm 12 cartons, brown envelopes A4 size _1 carton, manila folder legal size _4 cartons, manila folder A4 size _4 cartons, staple machine, gel pens assorted, ball point pen assorted colors, genuine ink and toner cartridges, correction fluid, stick-on-pad, received date stamp, etc.
4	IFB NO. FTI/SBA/NCB/001/2023	Event Catering	This contract package is funded from the budget line catering services and is intended to hire a firm to provide catering services at FTI.


[Signature]
 April 25, 2023


[Signature]
 April 25, 2023

5	IFB NO. FTI/SBA/NCB/DD2/2023	Security Guard Services	This contract package is intended to hire a firm to provide security guard services for FTI facility
6	IFB NO. FTI/SBA/RFQ/DD3/2023	Internet connectivity	This contract package is intended to hire a firm to provide internet services to FTI.

Prepared by: *[Signature]*
George S. Yeannay, Sr
Procurement Director


[Signature]
April 25, 2023

Approved by: *[Signature]* Date: 4/17/23
Joel Gamys
Chairman, Procurement Committee




[Signature]
April 25, 2023