

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/1425/'20

August 28, 2020

Hon. Yusador S. Gaye
AUDITOR GENERAL
General Auditing Commission
Republic of Liberia

Dear Hon. Gaye:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN 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 General Auditing Commission (GAC) SBA and Non SBA Procurement Plans 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>

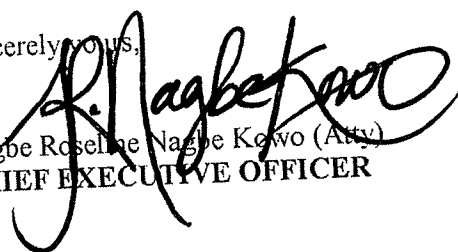
Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for GAC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your Procurement Unit.

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.

Sincerely yours,


Jargbe Roseline Nagbe Kowo (Atty)
CHIEF EXECUTIVE OFFICER

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

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021

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	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)	ACCEPTANCE & FINAL PAYMENT	
	PLANNE D	1	IFB No. GAC/NCB/001/20/21	VEHICLE SPARE PARTS	G4530	ASSORTED	140,000.00	NCB	07/14/20	07/28/20	08/07/20	08/14/20	08/11/20	08/25/20	10/05/20	10/12/20	N/A	06/30/21	06/30/21
	UPDAT E																		
	ACTUAL																		
	PLANNE D	2	IFB No. GAC/NCB/002/20/21	VEHICLE REPAIRS & MAINT. SERVICE	G4520	1 FIRM	25,878.00	NCB	07/06/20	07/13/20	07/21/20	08/07/20	09/08/20	09/16/20	09/24/20	10/01/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
	PLANNE D	3	IFB No. GAC/RFQ/001/20/21	REPAIRS & MAINT. OF OFF. MACH. & EQUIPMENT	C1811	1 Firm	4,685.00	RFQ	07/08/20	07/15/20	07/22/20	07/29/20	08/07/20	08/17/20	08/25/20	09/14/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
SUB TOTAL						US \$170,563													

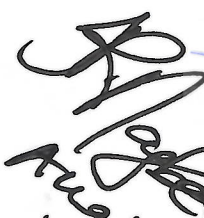
Signed: 
Musa C. Kamara
Procurement Manager

Date: 8/12/2020

Approved: 
Foday G. Kiazulu, FCCA
Chairman, Procurement Committee

Date: 12/8/2020


8/19/20




GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021

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BASIC DATA								IMPLEMENTATION DATES											
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	PLANNE D	4	IFB No. GAC/NCB/003/20/21	STATIONERY	G4/761	ASSORTED	450,081.00	NCB	7/10/20	7/17/20	7/24/20	7/31/20	8/3/20	8/10/20	8/17/20	9/7/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
	PLANNE D	5	IFB No. GAC/RB/003/20/21	VEHICLE INSURANCE COVERAGE	K6512	1 FIRM	30,400.00	RB	07/07/20	07/16/20	07/23/20	07/31/20	08/31/20	09/11/20	09/21/20	10/05/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
	PLANNE D	6	IFB No. GAC/RB/004/20/21	PERSONNEL LIFE INSURANCE COVERAGE	K6511	1 FIRM	95,220.00	RB	07/08/20	07/16/20	07/24/20	07/29/20	08/31/20	09/07/20	09/18/20	10/02/20	N/A	06/30/21	06/30/21
	UPDAT E																		
	ACTUAL																		
SUB TOTAL						US \$575,701													

Signed: 
Musa C. Kamara
Procurement Manager

Date: 8/12/2020

Approved: 
Foday G. Kiazoly, FCCA
Chairman, Procurement Committee

Date:

12/8/2020

8/19/20

8/19/2020

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021

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PLANNE D	7	IFB No. GAC/NCB/004/20/21	CLEANING MATERIALS	G4773	ASSORTED	56,843.00	NCB	07/08/20	07/15/20	07/22/20	07/30/20	08/31/20	09/08/21	09/16/20	09/30/20	N/A	6/30/21	6/30/21
UPDAT E																		
ACTUAL																		
PLANNE D	8	IFB No. GAC/NCB/005/20/21	Computers (laptops/Desktops	G4741	30 pcs	50,000.00	NCB	07/08/20	07/17/20	07/24/20	07/30/20	08/31/20	09/08/20	09/16/20	09/30/20	N/A	6/30/21	6/30/21
UPDAT E																		
ACTUAL																		
PLANNE D	9	IFB No. GAC/RFQ/002/20/21	Repair & Maintenance of ICT Equipment	C3212	1 Firm	4,975.00	RFQ	07/08/20	07/15/20	07/22/20	07/29/20	08/07/20	08/17/20	08/25/20	09/14/20	N/A	6/30/21	6/30/21
UPDAT E																		
ACTUAL																		
SUB TOTAL						US \$111,818												

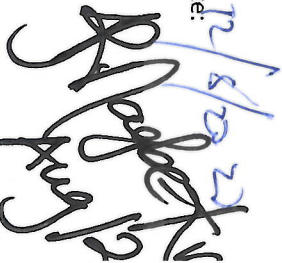
Signed: 
Musa C. Kamara
Procurement Manager

Date: 8/12/2020

Approved: 
Foday G. Kiazolu, FCCA
Chairman, Procurement Committee

Date: 12/8/2023


8/19/20



GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021

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			BASIC DATA					IMPLEMENTATION DATES											
	ITE M NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCURE MENT 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 (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
	PLANNE D	10	IFB No. GAC/RFQ/003/20/21	GENERATOR REPAIRS & MAINTENANCE SERVICES	C3314	1 Firm	7,500.00	RFQ	07/08/20	07/15/20	07/22/20	07/29/20	08/07/20	08/17/20	08/25/20	09/14/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
	PLANNE D	11	IFB No. GAC/RFQ/004/20/21	GENERATOR SPARE PARTS	G4659	Assorted	5,100.00	RFQ	07/08/20	07/15/20	07/22/20	07/29/20	08/07/20	08/17/20	08/25/20	09/14/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
	PLANNE D	12	IFB No. GAC/RB/007/20/21	Vehicles	G4510	10 units	400,000.00	RB	07/08/20	07/17/20	07/24/20	07/30/20	08/31/20	09/08/20	09/16/20	09/30/20	N/A	6/30/21	6/30/21
	UPDAT E																		
	ACTUAL																		
SUB TOTAL							US \$412,600												

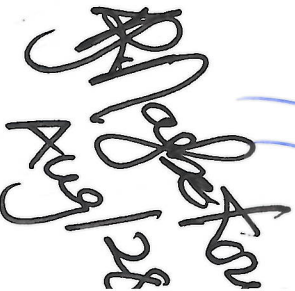
Signed: 
Musa C. Kamara
Procurement Manager

Date: 8/12/2020

Approved: 
Foday G. Kiazolu, FCCA
Chairman, Procurement Committee

Date: 12/4/2020


8/19/20


Aug 12

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021

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PLANNE D	13	IFB No. GAC/NCB/007/20/21	Office Furniture	G4569	Assorted	23,155.00	NCB	07/08/20	07/17/20	07/24/20	07/30/20	08/31/20	09/08/20	09/16/20	09/30/20	N/A	6/30/21	6/30/21
UPDATE																		
ACTUAL																		
PLANNE D	14	IFB No. GAC/Rfq/005/20/21	AIR CONTIDITIONERS	G4759	8 pcs	3,000.00	Rfq	07/08/20	07/15/20	07/22/20	07/29/20	08/07/20	08/17/20	08/25/20	09/14/20	N/A	6/30/21	6/30/21
UPDATE																		
ACTUAL																		
PLANNE D	15	IFB No. GAC/NCB/008/20/21	ELECTRICAL APPLIANCES	G4759	Assorted	19,805.00	NCB	07/08/20	07/17/20	07/24/20	07/30/20	08/31/20	09/08/20	09/16/20	09/30/20	N/A	6/30/21	6/30/21
UPDATE																		
E																		
ACTUAL																		
TOTAL						US \$45,960												

Signed: 
Musa C. Kamara
Procurement Manager

Date: 8/12/2020

Approved: 
Foday G. Kiazoli, FCCA
Chairman, Procurement Committee

Date: 12/8/2020


8/19/20



12/08/2020

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021


1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO	PACKAGE NUMBER (CODE)	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)	ACCEPTANCE & FINAL PAYMENT
PLANNE D	16	IFB No. GAC/SS/001/20/21	SCRATCH CARDS	J6120	29,504 pcs	147,520.00	SS	07/08/20	07/17/20	07/24/20	07/30/20	08/31/20	09/08/20	09/16/20	09/30/20	N/A	6/30/21	6/30/21
UPDATE																		
ACTUAL																		
GRAND TOTAL						\$1,464,162												

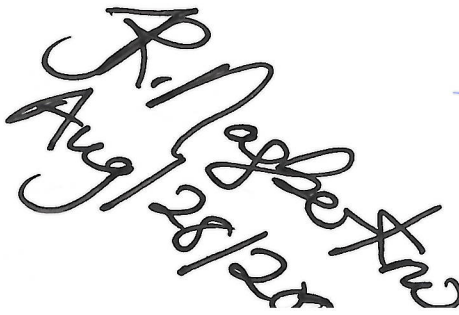
Signed: 
Musa C. Kamara
Procurement Manager

Date: 8/12/2020

Approved: 
Foday G. Kiazolu, FCCA
Chairman, Procurement Committee

Date: 12/6/2020


8/19/20


18 Aug 2020

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (GENERAL)
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2020/2021

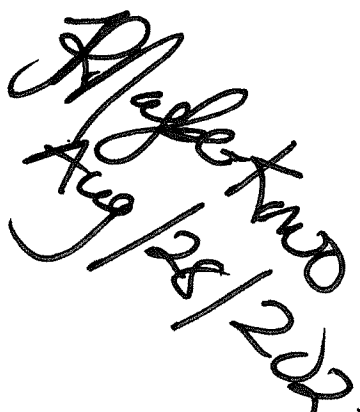
ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	DESCRIPTION OF CONTRACT PACKAGE
1	IFB No. GAC/NCB/001/20/21	VEHICLE SPARE PARTS	The cost of US \$140,000.00 is derived from the budget line item Repair and Maintenance-Vehicles , under Administration and Management and Audit Service as indicated in GAC's Proposed Budget FY 2020/2021. The procurement of the contract package is intended to cover cost of vehicle Spare Parts. Currently, GAC has 37 vehicles in its fleet.
2	IFB No. GAC/NCB/002/20/21	VEHICLE REPAIRS & MAINT. SERVICE	The cost of US \$25,878.00 is derived from the budget line item Repair and Maintenance-Vehicles , under Administration and Management and Audit Service as indicated in GAC's Proposed Budget FY 2020/2021. The procurement of the contract package is intended to cover cost of vehicle Servicing by outside parties. Currently, GAC has 37 vehicles in its fleet.
3	IFB No. GAC/RFO/001/20/21	REPAIRS & MAINT. OF OFF. MACH. & EQUIPMENT	The cost of US \$4,685.00 is derived from the budget line item Repair and Maintenance of Office Machinery and Equipment , under Audit Service as indicated in GAC's Proposed Budget FY 2020/2021. The procurement of the contract package is intended to cover cost of repairs of computers, furniture and other equipment by outside parties.
4	IFB No. GAC/NCB/003/20/21	STATIONERY	The sum of US \$450,081.00 is derived from the budget line items Stationery under Administration and Management and Audit Service Printing Binding and Publications , under Administration and Management and Audit Service as indicated in GAC's Proposed Budget FY 2020/2021. The procurement of this contract package is intended to cover costs of stationery materials such as cartridges, toners, Binding comb, sheets, pens, etc.
5	IFB No. GAC/RB/003/20/21	VEHICLE INSURANCE COVERAGE	The cost of US \$30,400.00 is derived from the budget line item Vehicle Insurance , under Administration and Management and Audit Service as indicated in GAC's Proposed Budget FY 2020/2021. This contract package is intended to cover cost of vehicle insurance for all operational vehicles in the fleet. Currently, GAC has 37 vehicles in its fleet.
6	IFB No. GAC/RB/004/20/21	PERSONNEL LIFE INSURANCE COVERAGE	The cost of US \$95,220.00 is derived from the budget line item Personnel Insurance , under Administration and Management and Audit Service as indicated in GAC's Proposed Budget FY 2020/2021. This contract package is intended to cover cost of comprehensive medical and life insurance for all GAC employees. Currently, GAC has 348 employees in its employ.
7	IFB No. GAC/NCB/004/20/21	CLEANING MATERIALS	The cost of US \$ 56,843.00 is derived from the budget line item Cleaning Material and Services , under Administration and Management as indicated in GAC's Proposed Budget FY 2020/2021. This contract package is intended to cover cost of procuring janitorial materials for cleaning GAC facility. Below is a table containing materials to be procured:
8	IFB No. GAC/NCB/005/20/21	COMPUTERS (LAPTOPS/DESKTOPS)	The cost of US \$50,000.00 is derived from the budget line item Computer supplies, parts and cabling under Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2020/2021. This contract package is intended to procure Laptops to be used for the smooth operations of GAC.
9	IFB No. GAC/RFO/002/20/21	REPAIR & MAINTENANCE OF ICT EQUIPMENT	The cost of US \$4,975.00 is derived from the budget line item Computer Supplies, Parts and Cabling under Administration and Management and Audit Services as indicated in GAC's proposed Budget FY 2020/2021. The procurement of this contract package is intended for computer supplies such as keyboards, screens, internal hard drives, network cables, etc.

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10	IFB No. GAC/RFQ/003/20/21	GENERATOR REPAIRS & MAINTENANCE SERVICES	The cost of US \$7,500.00 is derived from the budget line item Repairs & Maintenance-Generator , under Administration and Management as indicated in GAC's Proposed Budget FY 2020/2021. The procurement of the contract package is intended to cover cost of repairs and maintenance of generators by outside party.
11	IFB No. GAC/RFQ/004/20/21	GENERATOR SPARE PARTS	The cost of US \$5,100.00 is derived from the budget line item Repairs & Maintenance-Generator , under Administration and Management as indicated in GAC's Proposed Budget FY 2019/2020. The procurement of the contract package is intended to cover cost of spare parts for generators.
12	IFB No. GAC/RB/007/20/21	VEHICLES	The cost of US \$400,000.00 is derived from the budget line item Transportation Equipment under Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2020/2021. The procurement of the contract package is intended to purchase additional vehicles to replace vehicles whose life spans are expiring. Currently, GAC has 37 vehicles in its fleet.
13	IFB No. GAC/NCB/007/20/21	OFFICE FURNITURE	The cost of US \$23,155.00 is derived from the budget line item Furniture and Fixtures under Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2020/2021. The procurement of this contract package is intended to purchase furniture to be used in the offices of GAC.
14	IFB No. GAC/RFQ/005/20/21	AIR CONTIDITIONERS	The cost of US \$3,000.00 is derived from the budget line item Machinery and Other Equipment under Administration and Management as indicated in GAC's proposed Budget FY 2020/2021. This contract package is intended to procure air conditioners for offices at the GAC.
15	IFB No. GAC/NCB/008/20/21	OTHER ELECTRICAL APPLIANCES	The cost of US \$19,805.00 is derived from the budget line item Other Office Materials and Consumables and Machinery and Other Equipment under Administration and Management as indicated in GAC's proposed Budget FY 2020/2021. This contract package is intended to procure electrical appliances for offices at the GAC
16	IFB No. GAC/SS/001/20/21	SCRATCH CARDS	The cost of US \$147,520.00 is derived from the budget line item Telecommunications, Internet, Postage & Courier under Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2020/2021. This contract package is intended to cover the cost of communications for the smooth operations of the GAC.


8/19/20


8/25/2021