



Ref. PPCC/RL/CEO/0427/'19

July 24, 2019

Hon. Foday G. Kiazolu

DEPUTY AUDITOR GENERAL

General Auditing Commission

Republic of Liberia

Dear Hon. Kiazolu:

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

We present our compliments and wish to acknowledge receipt of your letter dated July 3, 2019 which sought the approval of the Commission for the General Auditing Commission SBA and Non SBA 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 GAC'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 Roseline Nagbe Kowo (Atty).

CHIEF EXECUTIVE OFFICER

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUND: COL
FISCAL YEAR 2019/2020

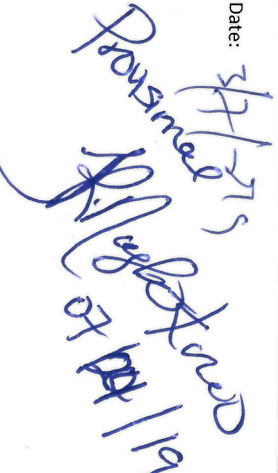
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & 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 & PAYMENT
PLANNED	1	IFB No. GAC/NCB/001/19/20	VEHICLE SPARE PARTS	G4530	ASSORTED	100,000.00	NCB	3/7/19	3/18/19	3/26/19	7/22/19	8/16/19	8/23/19	8/30/19	9/6/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. GAC/NCB/002/19/20	VEHICLE REPAIRS & MAINT. SERVICE	G4520	1 FIRM	65,878.00	NCB	3/4/19	3/25/19	4/8/19	7/22/19	8/16/19	8/23/19	8/30/19	9/6/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. GAC/NCB/003/19/20	BUILDING MATERIALS	G4663	ASSORTED	57,008.00	NCB	3/1/19	3/8/19	3/18/19	7/22/19	8/16/19	8/23/19	8/30/19	9/6/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. GAC/RFQ/001/19/20	Generators Repairs & Maint. Services	C3314	1 FIRM	6,000.00	RFQ	4/1/19	4/8/19	4/15/19	7/22/19	7/29/19	8/2/19	8/9/19	8/16/19		6/30/20	6/30/20
UPDATE																		
ACTUAL																		
SUB TOTAL						US 228,886.00												

Signed: 
Musa C. Kamara
Officer-in-Charge, Procurement Unit

Date: 7/3/19

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

Date: 3/1/20


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3/1/20

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUND: CoL
FISCAL YEAR 2019/2020

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PLANNED	5	IFB No. GAC/RFQ/002/19/20	Generators Spare Parts	G4659	ASSORTED	6,600.00	RFQ	4/3/19	4/10/19	4/17/19	7/22/19	7/29/19	8/2/19	8/9/19	8/16/19		6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. GAC/RB/001/19/20	VEHICLE INSURANCE COVERAGE	K6512	1 FIRM	30,400.00	RB	3/11/19	3/25/19	4/8/19	7/22/19	8/19/19	8/26/19	9/2/19	9/6/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	7	IFB No. GAC/RB/002/19/20	PERSONNEL LIFE INSURANCE COVERAGE	K6511	1 FIRM	95,220.00	RB	3/5/19	3/22/19	3/29/19	7/22/19	8/19/19	8/26/19	9/2/19	9/6/19	N/A	06/30/20	06/30/20
UPDATE																		
ACTUAL																		
PLANNED	8	IFB No. GAC/NCB/004/19/20	CLEANING MATERIALS	G4773	ASSORTED	56,843.00	NCB	3/7/19	3/18/19	3/26/19	7/22/19	8/23/19	8/30/19	9/6/19	9/13/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
SUB TOTAL						US \$189,063.00												

Signed: 
Musa C. Kaimara
Officer-in-Charge, Procurement Unit

Date: 7/3/19
Approved: 
Foday G. Kiazolu, FCCA
Chairman, Procurement Committee

Date: 5/15/19
Provisioned by 5/11/19 to 6/30/20

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUND: GoL
FISCAL YEAR 2019/2020

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PLANNE D	9	IFB No. GAC/RFQ/003/19/20	FOOD STUFF	G4630	ASSORTED	10,000.00	RFQ	4/3/19	4/10/19	4/17/19	7/22/19	7/29/19	8/2/19	8/9/19	8/16/19		6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNE D	10	IFB No. GAC/SS/001/19/20	SCRATCH CARDS	J6120	31,004 PCS	155,020.00	SS	5/8/19	5/15/19	N/A	N/A	N/A	N/A	N/A	7/1/19	N/A	06/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNE D	11	IFB No: GAC/RB/001/19/20	VEHICLES	G4510	10PCS	400,000.00	RB	3/5/19	3/20/19	3/28/19	7/22/19	8/19/19	8/26/19	9/2/19	9/6/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
SUB TOTAL						US\$ 565,020.00												

Signed: 
Musa C. Kamara
Officer-in-Charge, Procurement Unit

Date: 7/3/19

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

Date: 3/9-5/15

Provisioned
F. Nagbe
07/24/19

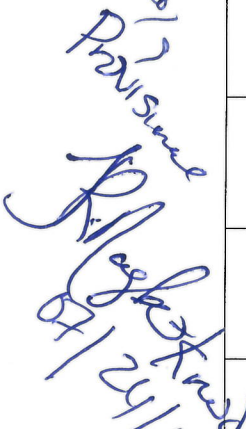
GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUND: GoL
FISCAL YEAR 2019/2020

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BASIC DATA								IMPLEMENTATION DATES										
		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 (MOBILIZATI ON)	DELIVERY, INSPECTION (SUBSTANTI AL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNED	12	IFB No: GAC/RFQ/004/19/2 0	AIR CONDITIONERS	G4759	13PCS	4,685.00	RFQ	4/15/19	4/22/19	4/26/19	7/22/19	7/29/19	8/2/19	8/9/19	8/16/19		6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	13	IFB No: GAC/NCB/005/19/2 0	COMPUTERS (LAPTOPS/DESKTO PS)	G4741	ASSORTED	129,922.00	NCB	3/4/19	3/19/19	3/28/19	7/22/19	8/21/19	8/28/19	9/4/19	9/11/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	14	IFB No: GAC/NCB/006/19/2 0	OFFICE FURNITURE	G4659	ASSORTED	23,155.00	NCB	3/8/19	3/25/19	4/2/19	7/22/19	8/21/19	8/28/19	9/4/19	9/11/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	15	IFB No: GAC/NCB/007/19/2 0	OFFICE CONSUMABLES	G4759	ASSORTED	18,120.00	NCB	3/5/19	3/20/19	3/28/19	7/22/19	8/21/19	8/28/19	9/4/19	9/11/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
SUB TOTAL						US\$ 175,882.00												

Signed: 
Musa C. Kamara
Officer-in-Charge, Procurement Unit


Date: 7/3/19

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

Date: 3/11/20
Provisional


GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUND: GoL
FISCAL YEAR 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
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PLANNED	16	IFB No. GAC/NCB/008/19/20	COMPUTER SUPPLIES, PARTS AND CABLING	G4651	ASSORTED	68,602.00	NCB	3/4/19	3/19/19	3/28/19	7/22/19	8/21/19	8/28/19	9/4/19	9/11/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	17	IFB No. GAC/NCB/009/19/20	SOFTWARE AND LICENSES	G4651	1 FIRM	12,000.00	NCB	3/5/19	3/22/19	3/29/19	7/22/19	8/23/19	8/30/19	9/6/19	9/13/19	N/A	06/30/20	06/30/20
UPDATE																		
ACTUAL																		
PLANNED	18	IFB No. GAC/RFQ/005/19/20	GIFTS		ASSORTED	2,097.00	RFQ	4/3/19	4/10/19	4/17/19	7/22/19	7/29/19	8/2/19	8/9/19	8/16/19		6/30/20	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	19	IFB No. GAC/SBA/ICB/001/19/20	AIR TICKETS	N7911	1 FIRM	233,000.00	ICB	3/25/19	4/2/19	7/22/19	8/30/19	9/13/19	9/20/19	9/27/19	10/11/19	N/A	6/30/20	6/30/20
UPDATE																		
ACTUAL																		
GRAND TOTAL						US\$ 1,474,543												

Signed: 
Musa C. Kamara
Officer-in-Charge, Procurement Unit

Date: 7/3/19

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

Date:

5/8/2019
Provisioned
07/26/19

GENERAL AUDITING COMMISSION
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUND: GoL
FISCAL YEAR 2019/2020

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	DESCRIPTION OF CONTRACT PACKAGE
1	IFB No. GAC/NCB/001/19/20	VEHICLE SPARE PARTS	The cost of US \$100,000.00 is derived from the budget line item Repair and Maintenance-Vehicles , 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 vehicle Spare Parts. Currently, GAC has 32 vehicles in its fleet. Below is a list of spare parts to be procured:
2	IFB No. GAC/NCB/002/19/20	VEHICLE REPAIRS & MAINT. SERVICE	The cost of US \$65,878.00 is derived from the budget line item Repair and Maintenance-Vehicles , 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 vehicle Servicing by outside parties. Currently, GAC has 32 vehicles in its fleet and anticipate procuring additional 10 units, which will be included in the total vehicle maintenance contract.
3	IFB No. GAC/NCB/003/19/20	BUILDING MATERIALS	The cost of US \$57,008.00 is derived from the budget line item Repair and Maintenance-Civil , 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 building materials for repairs and maintenance of the GAC building.
4	IFB No. GAC/RFO/001/19/20	GENERATOR REPAIRS & MAINT. SERVICE	The cost of US \$6,000.00 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 repairs and maintenance of generators by outside party.
5	IFB No. GAC/RFO/002/19/20	GENERATOR SPARE PARTS	The cost of US \$6,600.00 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.
6	IFB No. GAC/RB/001/19/20	VEHICLE INSURANCE COVERAGE	The cost of US \$30,400.00 is derived from the budget line item Vehicle Insurance , under Administration and Management as indicated in GAC's Proposed Budget FY 2019/2020. This contract package is intended to cover cost of vehicle insurance for all operational vehicles in the fleet. Currently, GAC has 32 vehicles in its fleet, and an additional 10 units will be included to the final contract if it is approved.
7	IFB No. GAC/RB/002/19/20	PERSONNEL LIFE INSURANCE COVERAGE	The cost of US \$95,220.00 is derived from the budget line item Personnel Insurance , under Administration and Management indicated in GAC's Proposed Budget FY 2019/2020. This contract package is intended to cover portion of the cost of comprehensive medical and life insurance for all GAC employees, and represents the employer's contribution to the insurance scheme. Currently, GAC has 338 employees in its employ.
8	IFB No. GAC/NCB/004/19/20	CLEANING MATERIALS	The cost of US \$ 56,843.00 is derived from the budget line item Cleaning Materials and Services , under Administration and Management as indicated in GAC's Proposed Budget FY 2019/2020. This contract package is intended to cover cost of procuring janitorial materials for cleaning GAC facility.
9	IFB No. GAC/RFO/003/19/20	FOOD STUFF	The cost of US \$10,000.00 is derived from the budget line item Entertainment, Representation ad Gifts under Administration and Management as indicated in GAC's proposed Budget FY 2019/2020. This contract package is intended to cover cost for the procurement of food stuffs for GAC staff during festive season (Christmas).
10	IFB No.	SCRATCH CARDS	The cost of US \$155,020.00 is derived from the budget line item Telecommunications, Internet, Postage & Courier under

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	GAC/SS/001/19/20		Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2019/2020. This contract package is intended to cover the cost of communications for the smooth operations of the GAC. We intend to procure both Orange and Lonestar recharge vouchers and since the both companies are the only producers of these recharge vouchers, we decided to use Single Source as the appropriate procurement method.
11	IFB No: GAC/RB/001/19/20	VEHICLES	The cost of US \$400,000.00 is derived from the budget line item Transportation Equipment under Administration and Management as indicated in GAC's proposed Budget FY 2019/2020. The procurement of the contract package is intended to purchase additional 10 audit vehicles to replace vehicles whose life spans are expiring. Currently, GAC has 32 vehicles in its fleet.
12	IFB No: GAC/RFO/004/19/20	AIR CONDITIONERS	The cost of US \$4,685.00 is derived from the budget line item Machinery and Other Equipment under Administration and Management as indicated in GAC's proposed Budget FY 2019/2020. This contract package is intended to procure air conditioners for offices at the GAC.
13	IFB No: GAC/NCB/005/19/20	COMPUTERS (LAPTOPS/DESKTOPS)	The cost of US \$129,922.00 is derived from the budget line item Other Fixed Assets under Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2019/2020. This contract package is intended to procure computers to be used for the smooth operations of GAC. The quantity of laptops to be procured is 100 pieces.
14	IFB No: GAC/NCB/006/19/20	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 2019/2020. The procurement of this contract package is intended to procure furniture and fixtures to be used in offices at the GAC.
15	IFB No: GAC/NCB/007/19/20	OFFICE CONSUMABLES	The cost of US \$18,120.00 is derived from the budget line item Other Office Materials and Consumables under Administration and Management and Audit Service as indicated in GAC's proposed Budget FY 2019/2020. The procurement of this contract package is intended to procure electrical materials such as adaptors, sockets, electrical wires, etc.
16	IFB No. GAC/NCB/008/19/20	COMPUTER SUPPLIES, PARTS AND CABLING	The cost of US \$68,602.00 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 2019/2020. The procurement of this contract package is intended for computer supplies such as keyboards, screens, internal hard drives, network cables, etc.
17	IFB No. GAC/NCB/009/19/20	SOFTWARE AND LICENSES	The cost of US \$12,000.00 is derived from the budget line item Software-as-a-service under Administration and Management as indicated in GAC's proposed Budget FY 2019/2020. The procurement of this contract package is intended for software and licenses.
18	IFB No. GAC/RFO/005/19/20	GIFT	The cost of US \$2,097.00 is derived from the budget line item Entertainment, Representation and Gifts under Administration and Management as indicated in GAC's proposed Budget FY 2019/2020. This contract package is intended to cover cost for procurement of gifts associated with bereavement of officials of the government of Liberia and others.
19	IFB No. GAC/ICB/001/19/20	AIR TICKETS	The cost of US \$233,000.00 is derived from the budget line item Foreign Means of Travel under Administration and Management and Audit Service as indicated in GAC's Proposed Budget FY 2019/2020. The procurement of this contract package is intended to cover costs associated with foreign travels at the GAC.

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07/24/19