



Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref: PPCC/RL/CEO/291/'22

May 11, 2022

Hon. P. Garswa Jackson, Sr.  
**GENERAL AUDITING COMMISSION**  
General Auditing Commission  
Republic of Liberia

Dear Hon. Jackson:

Subject: RECEIPT AND APPROVAL OF GENERAL AUDITING COMMISSION SBA  
AND GENERAL AUDITING PROCUREMENT PLANS FOR FISCAL YEAR  
2022.

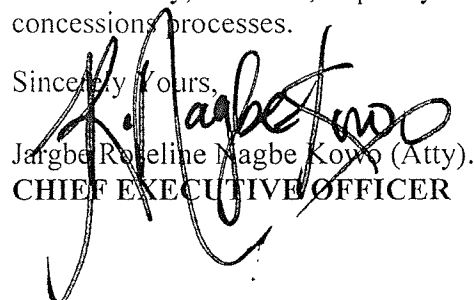
We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the General Auditing Commission's SBA and General Auditing Procurement Plans for Fiscal Year 2022, in accordance with **Section 40 (3)** of the PPCA, 2010.

The Commission wishes to inform the GAC that its Procurement Plan will be 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, upon conclusion of stipulated processes.

The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a 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 be provided 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 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.

Sincerely Yours,

  
Jargbe Rodeline Magbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**

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



Promoting Accountability of Public Resources

Office of the Auditor General  
Republic of Liberia

Tel: +231888400929; +231775921658; +231886909508  
Email : [oag@gac.gov.lr](mailto:oag@gac.gov.lr)

**GAC/OAG/PGJ/247/jrnk/PPCC/2022**

May 6, 2022

Atty. Jargbe Roseline Nagbe-Kowo  
**Chief Executive Officer**  
Public Procurement and Concessions Commission  
Executive Mansion Grounds  
Monrovia, Liberia

Subject: **Submission of Final Procurement Plan FY 2022 (Jan. 1 – Dec. 31)**

Dear Atty. Kowo:

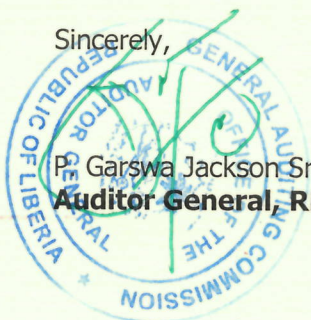
We present our compliments and wish to thank the Public Procurement and Concessions Commission (PPCC) for its tireless efforts aimed at strengthening the public procurement sector of Liberia and ensuring that there is value for money in the utilization of public resources.

In compliance with Section 40 (2) of the Public Procurement and Concessions Act (PPCA) of 2005 as amended and restated in 2010, the General Auditing Commission (GAC) has prepared and enclosed with this communication its Final Procurement Plan for Fiscal Year 2022 (January 1 – December 31), for your review and subsequent approval. In the same vein, we request your approval to reduce the period for bids solicitation from four (4) weeks to two (2) for contract packages with national competitive bidding and restricted bidding methods which have not been advertised.

Consistent with the above, we kindly request that you review and grant us final approval.

Thank you as we strive to promote accountability, transparency and good governance across Liberia.

Sincerely,




P. Garswa Jackson Sr. ACCA, CFIP, CFC  
**Auditor General, RL**

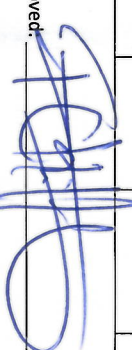
Received:  
Dennis Taylor  
May 9, 2022  
Time: 1:25pm

GENERAL AUDITING COMMISSION  
PROCUREMENT PLAN (GENERAL)  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																		
	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	CONTRAC T AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTAN E & FINAL PAYMENT
PLANNED	1	IFB No. GAC/NCB/001/2022	VEHICLE SPARE PARTS	G4530	ASSORT ED	28,000.00	NCB	5/9/2022	5/13/2022	5/16/2022	5/20/2022	6/17/2022	6/24/2022	6/28/2022	7/01/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. GAC/NCB/002/2022	VEHICLE REPAIRS & MAINT. SERVICE	G4520	1 FIRM	12,000.00	NCB	5/10/2022	5/14/2022	5/17/2022	5/23/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. GAC/RB/001/2022	VEHICLE INSURANCE COVERAGE	K6512	1 FIRM	30,000.00	RB	5/12/2022	5/16/2022	5/19/2022	5/24/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
SUB TOTAL						US \$70,000.00												

Signed:   
Musya C. Karara  
Procurement Manager, Procurement Unit

Date: May 6, 2022

Approved:   
Foday G. Kiazolu, FCCA, CPA(US)  
Chairman, Procurement Committee

Date: 6/5/2022

  
May 11, 2022

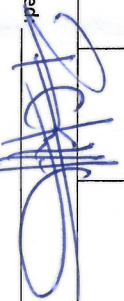


GENERAL AUDITING COMMISSION  
PROCUREMENT PLAN (GENERAL)  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2022

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 & FIN. PAYMENT
PLANNED	4	IFB No. GAC/RB/002/2022	PERSONNEL LIFE INSURANCE COVERAGE	K6511	1 FIRM	85,000.00	RB	5/9/2022	5/13/2022	5/16/2022	5/20/2022	6/17/2022	6/24/2022	6/28/2022	7/01/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
PLANNED	5	IFB No. GAC/NCB/003/2022	CLEANING MATERIALS	G4773	ASSORTED	15,000.00	NCB	5/10/2022	5/14/2022	5/17/2022	5/23/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. GAC/NCB/004/2022	STATIONERY	G4761	ASSORTED	30,000.00	NCB	5/12/2022	5/16/2022	5/19/2022	5/24/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
SUB TOTAL						US \$130,000												

Signed:   
Musa C. Kamara  
Procurement Manager, Procurement Unit

Date: May 8, 2022

Approved:   
Foday G. Kiazoly, FCCA, CPA(US)  
Chairman, Procurement Committee

Date: 6/5/2022

  
May 19, 2022

  
May 11, 2022

GENERAL AUDITING COMMISSION  
PROCUREMENT PLAN (GENERAL)  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA																
		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)	ACCEPT E & FIN PAYMENT
PLANNED	7	IFB No. GAC/NCB/005/2022	GENERATOR REPAIRS & MAINTENANCE SERVICES	C3314	1 Firm	13,000.00	NCB	5/10/2022	5/14/2022	5/17/2022	5/23/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/22
UPDATE																		
ACTUAL																		
PLANNED	8	IFB No. GAC/NCB/006/2022	OFFICE FURNITURE	G4569	Assorted	74,500.00	NCB	5/12/2022	5/16/2022	5/19/2022	5/24/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/22
UPDATE																		
ACTUAL																		
PLANNED	9	IFB No. GAC/NCB/007/2022	REPAIRD & MAINTENANCE OF NON-RESIDENTIAL BUILDING	G4663	ASSORTED	28,500.00	NCB	5/10/2022	5/14/2022	5/17/2022	5/23/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/22
UPDATE																		
ACTUAL																		
SUB TOTAL						US \$116,000												

Signed: \_\_\_\_\_

Date: May 6, 2022

Approved: \_\_\_\_\_

Date: 6/5/2022

Musa C. Kamara  
Procurement Manager, Procurement Unit


Foday G. Kiazolu, FCCA, CPA(UB)  
Chairman, Procurement Committee

Robert M. S.  
May 11, 2022



GENERAL AUDITING COMMISSION  
PROCUREMENT PLAN (GENERAL)  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO	BASIC DATA						IMPLEMENTATION DATES										
		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	10	IFB No. GAC/RB/003/2022	SUPPLY OF NON-PORTABLE WATER	E3600	1 FIRM	18,000.00	RB	5/12/2022	5/16/2022	5/19/2022	5/24/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022 <sup>2</sup>
UPDAT																		
ACTUAL																		
PLANNE D	11	IFB No. GAC/SS/001/2022	SCRATCH CARDS	J6120	10,000 pcs	25,000.00	SS	5/9/2022	5/13/2022	5/16/2022	N/A	N/A	N/A	N/A	5/20/2022 <sup>2</sup>	N/A	N/A	12/31/22
UPDAT																		
ACTUAL																		
PLANNE D	12	IFB No. GAC/RB/04/2022	PURCHASE OF VEHICLES	G4510	7 UNITS	252,000.00	RB	5/12/2022	5/16/2022	5/19/2022	5/24/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022 <sup>2</sup>
UPDAT																		
ACTUAL																		
SUB TOTAL						US \$295,000												

Signed:   
Musa C. Kamara  
Procurement Manager, Procurement Unit

Date: May 6, 2022  
Approved:   
Foday G. Kiazolu, FCCA, CPA(US)  
Chairman, Procurement Committee

  
May 11, 2022  
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May 11, 2022

GENERAL AUDITING COMMISSION  
PROCUREMENT PLAN (GENERAL)  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO	BASIC DATA																
		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	13	IFB No. GAC/NCB/008/2022	COMPUTERS (LAPTOPS/DESKTOP)	G4741	50 pcs	70,000.00	NCB	5/10/2022	5/14/2022	5/17/2022	5/23/2022	6/20/2022	6/27/2022	6/30/2022	7/4/2022	N/A	N/A	12/31/2022
UPDATE																		
ACTUAL																		
PLANNE D	14	IFB No. GAC/SS/002/2022	SOFTWARE AND LICENSES (IDEA LICENSE)	G4651	5	15,000.00	SS	5/9/2022	5/13/2022	5/16/2022	N/A	N/A	N/A	N/A	5/20/2022	N/A	6/30/2022	12/31/2022
UPDATE																		
ACTUAL																		
GRAND TOTAL						US \$696,000												

Signed:   
Musa Karimara  
Procurement Manager, Procurement Unit

Date: May 6, 2022

Approved:   
Foday G. Kiazolu, FCCA, CPA(US)  
Chairman, Procurement Committee

Date: 6/5/2022

May 11, 2022

May 11, 2022



**GENERAL AUDITING COMMISSION**  
**PROCUREMENT PLAN (GENERAL)**  
**SOURCE OF FUND: NATIONAL BUDGET**  
**FISCAL YEAR 2022**

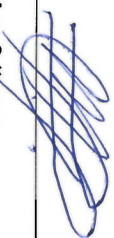
ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	DESCRIPTION OF CONTRACT PACKAGE
1	IFB No. GAC/NCB/001/2022	VEHICLE SPARE PARTS	The cost of US \$28,000.00 is derived from the budget line item <b>Repair and Maintenance-Vehicles</b> , under Administration and Management and Audit Service as indicated in GAC's Approved Budget FY 2022. The procurement of the contract package is intended to cover cost of vehicle Spare Parts. Currently, GAC has 32 vehicles in its fleet.
2	IFB No. GAC/NCB/002/2022	VEHICLE REPAIRS & MAINT. SERVICE	The cost of US \$12,000.00 is derived from the budget line item <b>Repair and Maintenance-Vehicles</b> , under Administration as indicated in GAC's Approved Budget FY 2022. 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.
3	IFB No. GAC/RB/001/2022	VEHICLE INSURANCE COVERAGE	The cost of US \$30,000.00 is derived from the budget line-item <b>Vehicle Insurance</b> , under Administration as indicated in GAC's Approved Budget FY 2022. This contract package is intended to cover cost of vehicle insurance for all operational vehicles in the fleet. Currently, GAC has 26 vehicles in its fleet.
4	IFB No. GAC/RB/002/2022	PERSONNEL LIFE INSURANCE COVERAGE	The cost of US \$85,000.00 is derived from the budget line-item <b>Personnel Insurance</b> , under Administration as indicated in GAC's Approved Budget FY 2022. This contract package is intended to cover cost of comprehensive medical and life insurance for all GAC employees. Currently, GAC has 324 employees in its employ.
5	IFB No. GAC/NCB/003/2022	CLEANING MATERIALS	The cost of US \$ 15,000.00 is derived from the budget line-item <b>Cleaning Material and Services</b> , under Administration as indicated in GAC's Approved Budget FY 2022. This contract package is intended to cover cost of procuring janitorial materials for cleaning GAC facility.
6	IFB No. GAC/NCB/004/2022	STATIONERY	The cost of US \$30,000.00 is derived from the budget line-item <b>Stationery</b> under Administration and Audit Services as indicated in GAC's Approved Budget FY 2022. This contract package is intended to cover cost of purchasing stationery and cartridges.
7	IFB No. GAC/NCB/005/2022	GENERATOR REPAIRS & MAINTENANCE SERVICES	The cost of US \$13,000.00 is derived from the budget line-item <b>Repairs &amp; Maintenance-Generator</b> , under Administration as indicated in GAC's Approved Budget FY 2022. The procurement of the contract package is intended to cover cost of repairs and maintenance of 275kva generator by outside party.


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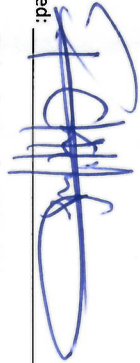

*Handwritten signature and date: 11/1/2022*



8	IFB No. GAC/NCB/006/2022	OFFICE FURNITURE	The cost of US \$4,500.00 is derived from the budget line-item Furniture and Fixtures under Administration as indicated in GAC's Approved Budget FY 2022. The procurement of this contract package is intended to purchase furniture to be used in the offices of GAC.
9	IFB No. GAC/NCB/007/2022	BUILDING MAREPAIRD & MAINTENANCE OF NON-RESIDENTIAL BUILDINGTERIALS	The cost of US \$28,500 is derived from the budget line-item Repair and Maintenance - Civil under Administration and Management as indicated in GAC's Approved Budget FY 2022. This contract package is intended to procure plumbing materials, electrical materials and other building materials for in-house maintenance of GAC facility.
10	IFB No. GAC/RB/003/2022	SUPPLY OF NON- PORTABLE WATER	The cost of US \$ 18,000.00 is derived from the budget line item Water and Sewage under Administration and Management, as indicated in GAC's Approved Budget FY 2022. This Contract package is intended to cover cost of non-portable water supply to the GAC.
11	IFB No. GAC/SS/001/2022	SCRATCH CARDS	The cost of US \$25,000.00 is derived from the budget line item Scratch Card under Administration and Management and Audit Service as indicated in GAC's Approved Budget FY 2022. This contract package is intended to cover the cost of communications for the smooth operations of the GAC.
12	IFB No. GAC/RB/04/2022	PURCHASE OF VEHICLES	The cost of US \$252,000.00 is derived from the budget line-item Transport Equipment under Audit Services as indicated in GAC's Approved Budget FY 2022. This contract package is intended to procure 15 units of vehicles to augment the current fleet of vehicles. This will help increase the audit coverage of the GAC.
13	IFB No. GAC/NCB/008/2022	COMPUTERS (LAPTOPS/DESKTOP)	The cost of US \$70,000.00 is derived from the budget line item Computer Supplies, Parts and Cabling under Administration and Management as indicated in GAC's Approved Budget FY 2022. This contract package is intended to procure computer and its related parts for the GAC.
14	IFB No. GAC/SS/002/2022	SOFTWARE AND LICENSES (IDEA LICENSE)	The cost of US \$15,000.00 is derived from the budget line-item Software and licenses under Administration and Management and Audit Service as indicated in GAC's Approved Budget FY 2022. This contract package is intended to cover the cost of procuring software licenses (IDEA license) for use by the GAC. The software is a data analytical tool used by analysts world-wide to make data analysis much easier and professional.

Signed:   
Musa C. Kamara  
Procurement Manager, Procurement Unit

Date: May 6, 2022  
  
May 11, 2022

Approved:   
Foday G. Kiazolu, FCCA, CPA(US)  
Chairman, Procurement Committee  
Date: 6/5/2022  
  
May 11, 2022