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/0413/'19

July 10, 2019

Hon. Stephen S. Manley

CHAIRMAN/PROCUREMENT COMMITTEE

Governance Commission Republic of Liberia

Dear Hon Manley:

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 June 27, 2019 which sought the approval of the Commission for the Governance 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 download you can 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 GC'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

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

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ACTUAL	\neg	PLANNED	ACTUAL	UPDATE	PLANNED	ACTUAL	UPDATE	PLANNED	ACTUAL	UPDATE	PLANNED		
		4			ω			2			_	NO.	
		IFB No. GC/SBA/RFQ/0 4 03/18/19			IFB No. GC/SBA/RFQ/0 02/19/20			IFB No. GC/SBA/RFQ/0 2 01/19/20			IFB No. GC/SBA/NCB/0 Security Guard 01/19/20 Services	PACKAGE NUMBER (CODE)	
		Repairs & Maintenance Services ICT		III) di di loc	Vehicle			Stationery			Security Guard Services	CONTRACT PACKAGE	
		S9511		NO.212	k6517			G4761			N8010	Business Activity Code	BASIC DATA
		1 Firm			Firm			Assorted			1 Firm	VIO	ATA
		\$1,000.00		Ψ1,000.00	\$1 650 00			\$2,500.00			\$21,000.00	ESTIMATED COST (USD)	
		RFQ		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	RFO			RFQ			NCB	PROCURE MENT METHOD	
		6/10/2019		of a control of a	6/10/2019			6/10/2019			6/10/2019	TECHNICA L SPECS/BOQ /DRAWING	
		6/17/2019		0/1//2017	6/17/2019			6/17/2019			6/17/2019	PREP. OF BID DOCUMENT	
		6/24/2019			6/24/2010			6/24/2019			6/24/2019	PC APPROVAL- BID DOC/TECH SPECS	
		7/1/2019		//1/2017	7/1/2010			7/1/2019			7/1/2019	BID INVITATION & RELEASE OF BID DOC	
		7/15/2019		7/13/2017	7/15/2010			7/15/2019			7/29/2019	BID SUBMISSION/ PUBLIC OPENING	
		7/29/2019		610716711	7/20/2010			7/29/2019			8/12/2019	SUBMISSION OF BID EVALUATION REPORT	IMPLEMENTATION DATES
											8/19/2019	PC APPROVAL- BID EVALUATIO N REPORT	ATES
		8/5/2019 8/19/2019 N/A		8/3/2019 8/19/2019 N/A	8/10/2010			8/5/2019 8/19/2019 N/A		- 1	9/2/2019 N/A	CONTRAC T AWARD & SIGNING	
		N/A		AWA				N/A			Z	ADVANCE PAYMENT (MOBILIZ ATION)	
	à	1/20/2020		10/21/2017	10/21/2010			12/16/2019			6/23/2020	DELIVERY, INSPECTION (COMPLETION) (N)	
		1/27/2020		10/28/2015	10/20/201			12/16/2019 12/23/2019			6/30/2020	ACCEPTANG E & FINAL PAYMENT	

GOVERNANCE COMMISSION
PROCUREMENT PLAN (SBA-PROCUREMENT PLAN)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (GoL)
FY:2019/2020

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Prepared by: PLANNED OPDATE PLANNED CTUAL Quoquoi Z. Gayflor PROCUREMENT DIRECTOR 05/19/20 GC/SBA/RFQ/0 Residential 04/19/20 GC/SBA/RFQ/0 IFB No. NUMBER (CODE) PACKAGE Date: June 27, 2019 Building Services of Non-Repairs & Maintenance Event Catering GRAND TOTAL CONTRACT PACKAGE **BASIC DATA** F4390 15621 Business Activity 1 Firm 1 Firm QTY \$1,500.00 \$1,000.00 \$28,650.00 ESTIMATED COST (USD) Approved by: CHAIR PROCUREMENT COMMITTEE Mr. Stephen S. Manley RFQ RFQ METHOD /DRAWING PROCURE SPECS/BOQ 6/10/2019 6/10/2019 TECHNICA PREP. OF BID DOCUMENT 6/17/2019 6/17/2019 Date: 06/27/19 APPROVAL DOC/TECH 6/24/2019 6/24/2019 % RELEASE OF BID DOC 7/1/2019 7/1/2019 OPENING IMPLEMENTATION DATES PUBLIC 7/15/2019 7/15/2019 SUBMISSION APPROVAL CONTRAC ADVANCE INSPECTION ACCEPTANCE EVALUATION & SIGNING ATION)

REPORT NEPORT REPORT CONTRAC ADVANCE INSPECTION ACCEPTANCE (MOBILIZ AL NEEPORT ATION)

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SOURCE OF FUNDING: GOVERNMENT OF LIBERIA (GoL) PROCUREMENT PLAN (SBA-PROCUREMENT PLAN) **GOVERNANCE COMMISSION** FY:2019/2020

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GOVERNANCE COMMISSION P. O. BOX 1757 9th Street, Sinkor Monrovia, Liberia

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SBA Procurement Plan Explanatory Note FY: 2019/2020

	2		Content of Contract Package
Item	Contract Package Code	Contract Fackage	College of Courtage 1 acres
1.00		SBA Procurement Plan Explanatory Note	Explanatory Note
_	IFR No	Security Guard Services	This Contract package is intended to procure the
۲	GC/SBA/NCB/001/19/20	•	services of one Firm to provide security guard services for the Commission's Office Building and Properties.
)	IFR No	Stationery	This Contract Package is intended to procure the below
1	GC/SBA/RFO/001/19/20		listed Stationery items/materials:
			i. A4 Sheet25 Cartons
			ii. Legal Sheet5 Cartons
			iii. A4 Manila Folders-5 packs
			iv. Stick on Pad20 Packs

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S	4	3	
IFB No. GC/SBA/RFQ/004/19/20	IFB No. GC/SBA/RFQ/003/19/20	IFB No GC/SBA/RFQ/002/19/20	
Event Catering	Repair & Maintenance Services -ICT	Vehicle Insurance	
This Contract Package comes from the budget line Workshops, Seminars and Symposium and will be used to procure the services of one (1) Catering Company or Entity to provide the following during meeting or workshop. i. Food ii. Soft Drinks iii. Bottles of Water	This Contract Package will be used to procure the services of one (1) service provider to service the Commission's ICT Equipment: i. Laptops ii. Desktops iii. Keyboards iv. Printers v. Chargers vi. Server vii. UPS	This Contract package is intended to procure the services of one Firm to provide a third party Vehicle Insurance for six vehicles. i. Three Toyota Hilux Pick- UP ii. One Toyota Bus for employees iii. Nissan Sedan iv. Nissan Patrol	 vi. Ball Pens10 Packs vii. Staple Machine L/S6 Pieces viii. Staple Machine S/S6 Pieces ix. Staple Pin L/S10 Packs x. Staple Pin S/S15 Packs

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		'	1									6
		N/A	711.					GC/SBA/RFO/005/19/20	IFB No.			
		Office Lease/Rental								residential Building	Services of Non-	Repairs & Maintenance
\$50,000.00)	Rent/Lease for GC's Office Building: (Cost: US	This Contract Package will be used to pay the yearly	vii. Pipes	vi. Commode	v. Ceiling Tiles	iv. Nails	iii. Zinc	ii. Brushes	i. Paints (Oil & Water)	maintain Commission's Office Building:	Services of one (1) service provider to repair and	This Contract Package will be used to procure the

Prepared by:

Quoquoi Z. Gayflor

PROCUREMENT DIRECTOR

Date: June 27 2019 Approved by:

Stephen S. Manley

CHAIR PC

5445,2017