



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/471/'22**

June 24, 2022

Hon. Mary T. Broh
DIRECTOR GENERAL
General Services Agency
Republic of Liberia

Dear Hon. Broh:

Subject: **PROVISIONAL APPROVAL OF THE GENERAL SERVICES AGENCY PSIP PROJECT BUDGET PROCUREMENT PLAN FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the General Services Agency PSIP Project Procurement Plan for FY 2022 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>.

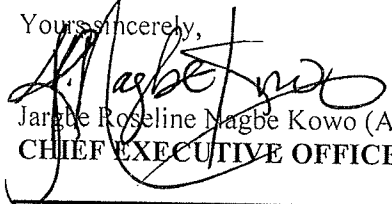
Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for the GSA's **allocation** in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

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

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,


Jargue Roseline Magbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

Procurement Plan for Goods, Works and Non-Consulting Services -

Name of Entity: General Services Agency
PROCUREMENT PLAN (PSIP Project budget)
Source of Funding: Government of Liberia
Budget Period/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 & FINAL PAYMENT |
| PLANNED | 1 | IFB#:GSA/RB/PROJ./001/22 | Purchase of Vehicles | G4510 | 18 | 1,388,000 | RB | 2/3/22 | 2/8/22 | 2/11/22 | 2/16/22 | 3/16/22 | 3/22/22 | 3/25/22 | 3/31/22 | N/A | 4/15/22 | 12/30/22 |
| UPDATE | | IFB#:GSA/RB/PROJ./001/22 | Purchase of Vehicles | G4510 | 23 | 914,000 | RB | 4/18/22 | 4/22/22 | 4/29/22 | 5/4/22 | 6/3/22 | 6/10/22 | 6/13/22 | 6/27/22 | N/A | 7/27/22 | 12/30/22 |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | IFB#:GSA/RB/PROJ./002/22 | Vehicles Insurance | K6512 | 1Fiem | 90,220 | RB | 2/3/22 | 2/8/22 | 2/11/22 | 2/16/22 | 3/16/22 | 3/22/22 | 3/25/22 | 3/31/22 | N/A | 4/15/22 | 12/30/22 |
| UPDATE | | IFB#:GSA/RB/PROJ./002/22 | Vehicles Insurance | K6512 | 1Fiem | 59,410 | RB | 6/21/22 | 6/24/22 | 6/27/22 | 6/30/22 | 7/29/22 | 8/5/22 | 8/8/22 | 8/15/22 | N/A | 8/22/22 | 12/30/22 |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | 973,410 | | | | | | | | | | | | |

Prepared by: Johnson F. Sloan
Procurement Director/ Manager

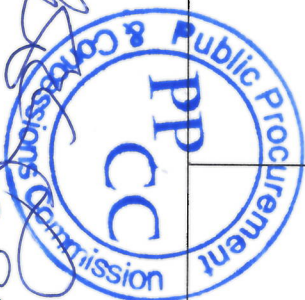
Approved by: [Signature]
Head of Entity/Chairman Proc. C'mttee

Date: 6/21/2022



Name of Entity: General Services Agency
Procurement Plan Explanatory Notes
Fiscal Year: 2022

| Item NO. | Contract Package Code | Contract Package | Content of Contract Package |
|----------|-----------------------|----------------------------|---|
| 1. | IFB NO.GSA/RB/001/22 | Purchase of Vehicles | This contract package is from the budget line-item Transport Equipment-vehicles which is intended to procure twenty-three (23) pieces of Force Traveller 17-seater buses which is estimated at 908,500USD. |
| 2. | IFB NO.GSA/RB/002/22 | Vehicle Insurance Services | This contract package is from the budget line-item Transport Equipment-Vehicles which is intended to insure twenty-three (23) Force Traveller 17-seater buses using the comprehensive method of insurance. |
| 3. | Operational Expenses | N/A | This contract package is from the budget line-item Transport Equipment-Vehicles which is intended for the following: a. Preparation of bidding documents b. Refreshment at bid opening c. Stipend for those doing the bid evaluation |


June 22, 2022


June 21, 2022