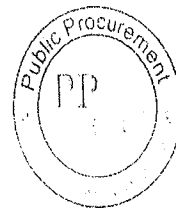




Republic of Liberia

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/1621/20

November 19, 2020

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

Dear Hon. Broh:

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 Services Agency (GSA) 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>.

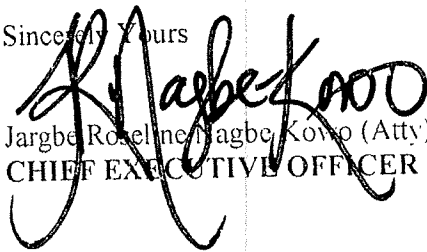
Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for GSA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your Procurement Unit.

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 Koro (Atty).
CHIEF EXECUTIVE OFFICER

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

General Services Agency (GSA)
PROCUREMENT PLAN (Non SBA)
Source of Funding: Government of Liberia
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	Vendor's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/ DRAWINGS	PREPARATION OF BID DOC.	PC APPROV. - BID DOC/ TECH SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMSN./ PUBLIC OPENING	SUBMISSION OF BID EVAL. REPORT	PC APPROVAL - BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPT. FINAL PAYMENT
PLANNED	1	IFBNO.GSA/NCB /001/20/21	Building Materials	G4663	Assorted	116,041	NCB	8/25/2020	8/27/2020	8/28/2020	9/1/2020	10/1/2020	10/21/2020	10/28/2020	11/27/2020	N/A	06/15/2021	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	2	IFBNO.GSA/NCB /002/20/21	Vehicles Spare Parts	G4530	Assorted	44,231	NCB	8/25/2020	8/27/2020	8/28/2020	9/1/2020	10/1/2020	10/21/2020	10/28/2020	11/27/2020	N/A	06/15/2021	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	3	IFBNO.GSA/NCB /003/20/21	Cleaning Materials	G4773	Assorted	41,750	NCB	8/25/2020	8/27/2020	8/28/2020	9/1/2020	10/1/2020	10/21/2020	10/28/2020	11/27/2020	N/A	06/15/2021	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	4	IFBNO.GSA/NCB /004/20/21	Generators Spare Parts	G4659	Assorted	11,561	NCB	8/25/2020	8/27/2020	8/28/2020	9/1/2020	10/1/2020	10/21/2020	10/28/2020	11/27/2020	N/A	06/15/2021	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	5	IFBNO.GSA/RB/ 001/20/21	Purchase of vehicles	G4510	37	1,000,000	RB	11/4/2020	11/9/2020	11/12/2020	11/17/2020	12/17/2020	12/24/2020	12/30/2020	1/5/2021	N/A	06/15/2021	6/30/20
UPDATE																		
ACTUAL																		
Grand Total						1,213,583												

Prepared by: Johnson F. Slean
Procurement Director/ Manager

Approved by: Thayer Davis
Head of Entity/Chairman Proc. Cmtee

Date: 11/17/2020



Name of Entity: General Services Agency
Procurement Plan Explanatory Notes
Fiscal Year: 2020/2021

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO.GSA/NCB/001/20/21	Building Materials	This contract package is from the budget line item Repair and Maintenance Civil which is intended to procure assorted building materials such as wires, sockets, receptacles, commode, floor drain, zinc etc. into three lots as follow: Lot-1 Gener building materials estimated at \$ 50,000, Lot-2 Electrical materials estimated at \$ 40,000, and Lot-3 Plumbing Materials estimated at \$ 26,041.
2.	IFB NO.GSA/NCB/002/20/21	Vehicles Spare Parts	This contract package is from the budget line item Repair and Maintenance Vehicle which is intended to procure assorted vehicles spare parts, such as: Air element, Oil Filter, Fuel filter, double hose welding, double contact bulb, horn 12v,etc.
3.	IFB#.GSA/NCB/003/20/21	Cleaning materials	This contract package is intended to procure assorted cleaning materials such as toilet tissues, soaps, brooms, tow chloride, hand sanitizer, air freshener, etc.
4.	IFB NO.GSA/NCB/004/20/21	Generators Spare Parts	This contract package is from the budget line item repair and maintenance generator which is intended to procure assortec generator spare parts such as: air filter, fuel filter, air element, oil etc.
5.	IFBNO.GSA/RB/001/20/21	Purchase of vehicles	This contract package is from the budget line item Other Fixed Assets which is intended to procure thirty seven (37) vehicle estimated at \$27,000 each for double cabin 4x4 pickup.

BUDGET NOTE FOR THE PROPOSED BUDGET OF \$1,000,000US

✓ Purchase of vehicles-----\$1,000,000 for 37 double cabin Nissan pickup@\$27,000US each

Signed:  11/17/20
Comptroller/GSA

