



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/1651/20

December 14, 2020

Hon. Emmanuel T. Taplah

PORT MANAGER

Liberia Airport Authority/James Spriggs Payne Airport

Republic of Liberia

Dear Hon. Taplah

Subject: **RECEIPT AND APPROVAL OF NON SBA 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 National Investment Commission Liberia Airport Authority/James Spriggs Payne Airport (LAA/JSPA) Non SBA Procurement Plan (*Goods and Services*) for Fiscal Year 2020/2021 in accordance with Section 40 (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan has been 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.

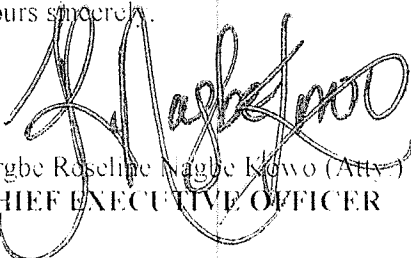
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission

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 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.

Best regards


Yours sincerely,

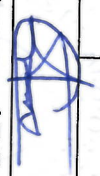


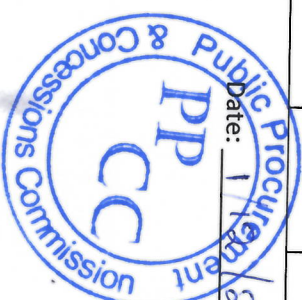
Jargbe Roseline Nagbe Kwo (Atty.)
CHIEF EXECUTIVE OFFICER

LIBERIA AIRPORT AUTHORITY/JAMES SPRIGGS PAYNE AIRPORT
PROCUREMENT PLAN NON- SBA CORE BUDGET
SOURCE OF FUNDING: GOL & INTERNAL GENERATED REVENUE
FISCAL YEAR: 2020/2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	ITEM NO.	BASIC DATA					IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Codes	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS	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	DELIVERY, INSPECTION
PLANNED	1	IFB No. LAA/JSPA/RFO 001/20/21	Office Equipment	G-4659	Assorted	800.00	RFQ	12/7/2020	12/14/2020	12/21/2020	12/28/2020	1/4/2021	1/11/2021	1/18/2021	1/25/2021	N/A	2/1/2021
UPDATE																	
ACTUAL																	
PLANNED	2	IFB No. LAA/JSPA/RB/ 001/20/21	Petroleum product (Diesel & Gasoline	G4661		73,884	RB	12/8/2020	12/15/2020	12/22/2020	12/29/2020	1/12/2021	1/19/2021	1/26/2021	1/9/2021	N/A	1/16/2021
UPDATE																	
ACTUAL																	
PLANNED	3	IFB No. LAA/JSPA/RFO 002/20/21	Stationery	G4761	Assorted	6,000.00	RFQ	12/9/2020	12/16/2020	12/23/2020	12/30/2020	1/6/2021	1/13/2021	1/20/2021	1/27/2021	N/A	2/4/2021
UPDATE																	
ACTUAL																	
SUB TOTAL						80,684.00											

Prepared by: 
Edwin D. Kai
Procurement Manager


Approved: 
Emmanuel T. Taplah
Head of Entity/Chairman Proc. Committee

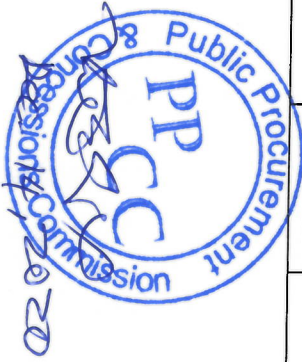




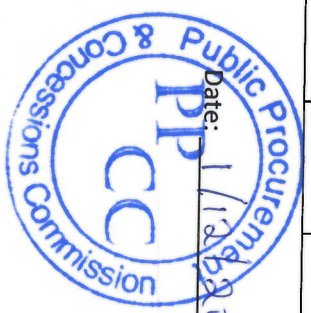
LIBERIA AIRPORT AUTHORITY/JAMES SPRIGGS PAYNE AIRPORT
PROCUREMENT PLAN NON - SBA CORE BUDGET
SOURCE OF FUNDING: GOL & INTERNAL GENERATED REVENUE
FISCAL YEAR: 2020/2021

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PLANNED	4	IFB No. LAA/JSPA/Rf Q/003/20/21	Janitorial Supplies	G-4773	Assorted	4,800.00	RFQ	12/7/2020	12/14/2020	12/21/2020	12/28/2020	1/4/2021	1/11/2021	1/18/2021	1/25/2021	N/A	2/1/2021
UPDATE																	
ACTUAL																	
PLANNED	5	IFB No. LAA/JSPA/Rf Q/004/20/21	Vehicle Repair and Maintenance	G4520	1 firm	1,800.00	RFQ	12/8/2020	12/15/2020	12/22/2020	12/29/2020	1/5/2021	1/12/2021	1/19/2021	1/26/2021	N/A	2/2/2021
UPDATE																	
ACTUAL																	
PLANNED	6	IFB No. LAA/JSPA/Rf Q/005/20/21	Building Materials	F4390	Assorted	1,800.00	RFQ	12/9/2020	12/16/2020	12/23/2020	12/30/2020	1/6/2021	1/13/2021	1/20/2021	1/27/2021	N/A	2/4/2021
UPDATE																	
ACTUAL																	
SUBTOTAL					8,400.00												
GRAND TOTAL					89,084.00												

Prepared by: 
Edwin D. Kai
Procurement Manager



Approved: 
Emmanuel T. Taplah
Head of Entity/Chairman Proc. Committee





LIBERIA AIRPORT AUTHORITY/JAMES SPRIGGS PAYNE AIRPORT
PROCUREMENT PLAN NON- SBA CORE BUDGET
SOURCE OF FUNDING: GOL & INTERNAL GENERATED REVENUE
FISCAL YEAR: 2020/2021

EXPLANATORY NOTES

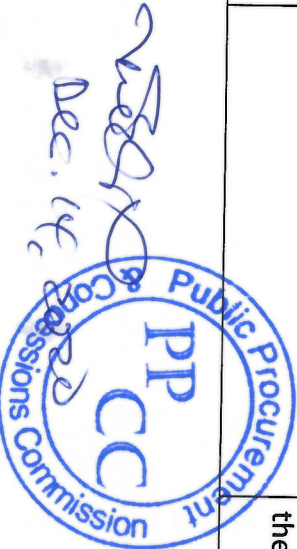
Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. LAA/JSPA/RFQ/001/20/21	Office Equipment	<p>This contract package is taken from the budget line item <u>Office Equipment</u> and is intended to procure the below listed items:</p> <ul style="list-style-type: none"> ✓ Printers-----5 pieces ✓ Desktop computers-----5 pieces ✓ Laptops-----3 pieces ✓ Televisions-----1 piece
2.	IFB No. LAA/JSPA/RB/001/20/21	Petroleum product (Diesel & Gasoline)	<p>This contract package is taken from the budget line item <u>Petroleum Products</u>; it is intended to procure petroleum products in Gasoline and Diesel for staff transportation and generators:</p> <ul style="list-style-type: none"> ✓ Gasoline----- Diesel-----
3.	IFB No.LAA/JSPA/RFQ/002/20/21	Stationery	<p>This contract package is taken from the budget line item, <u>office supplies and Materials/ Janitorial supplies</u> and is intended to procure the following items:</p> <ul style="list-style-type: none"> ✓ A-4 Papers -----15 Cartoons ✓ printers ink-----20 pieces ✓ Photocopier ink-----15 pieces ✓ Ledger Books-----10 pieces ✓ Cartridges -----30 pieces



Dec 14, 2020

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4.	IFB No. LAA/JSPA/RFOQ/003/20/21	Janitorial Supplies	<p>This contract package is taken from the budget line item <u>Office Supplies and Materials and Janitori supplies</u>, and is divided into two lots.</p> <p>LOT 1 Janitorial supplies is intended to procure the following items:</p> <ul style="list-style-type: none"> ✓ Hand wash-----4 cartoons ✓ Mops-----3 cartoons ✓ Brooms-----1 cartoons ✓ Towels-----2 cartoons ✓ Chloride-----4 cartoons ✓ Delta-----3 cartoons
5.	IFB No. LAA/JSPA/RFOQ/004/20/21	Vehicle Repair and Maintenance	<p>This contract package is taken from the budget line item <u>Repair and Maintenance –Vehicle</u>, it will be to repair the following vehicles:</p> <ul style="list-style-type: none"> ✓ Ambulance ✓ Fire truck
6.	IFB No. LAA/JSPA/RFOQ/005/20/21	Building Materials	<p>This contract package is taken from the budget line item <u>R & M- Building & Other properties</u> ; intended to procure the below items:</p> <ul style="list-style-type: none"> ✓ Construction Materials -----Assorted ✓ Plumbing Materials -----Assorted ✓ Electrical Materials -----Assorted ✓ Painting Materials -----Assorted ✓ Cement-----75 bags ✓ Concrete bricks-----1,000 pcs ✓ Sand-----Assorted
7.		Electricity Bill	<p>This package is taken from the budget line item <u>utilities</u>; it is intended to pay bills for Electricity used the Airport facilities.</p>



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1) Utilities:

- a. Electricity bill-----US\$ 3,600.00
This package is taken from the budget line item utilities; it is intended to pay bills for Water supplies and Electricity bills.

BUDGET NOTES

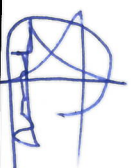
Prepared by:



Edwin D. Kai

Procurement Manager

Approved:



Emmanuel T. Taplah

Head of Entity/Chairman Proc. Committee

Date: _____

✓ 153019

Dec 14, 2020



