



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/0445/'19

August 7, 2019

Hon. Quiwu Yeke

EXECUTIVE DIRECTOR

Liberia Agency for Community Empowerment

Republic of Liberia

Dear Hon. Yeke:

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 July 11, 2019 which sought the approval of the Commission for the Liberia Agency for Community Empowerment 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 you can download at <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 LACE'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 Yours


Jargbe Roseanne Nagbe Kwo (Atty).
CHIEF EXECUTIVE OFFICER

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

LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT(LACE)
SBA PROCUREMENT PLAN for Goods and Non-Consulting Services for the Fiscal year 2019/2020
Source of Funding: GOL Core Budget

PROCUREMENT PLAN

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
	1					Estimated	PROCUREMENT	TECHNICAL SPECS/BOQ	BID DOCUMENT	Procurement Committee APPROVAL	IFB ADVERTISESEME NT & RELEASE OF BID DOC	BID SUBMISSION/PUBLI C OPENING	BID EVALUATION REPORT	PC FINAL APPROVAL	CONTRACT AWARD	ADVANCE PAYMENT	DELIVERY	FINAL PAYMENT	REMARK
				Business Activities Code	QTY	COST	METHOD												
PLANNED		1	IFB No:/LACE/Core Budget/RB/001/20 19/2020	G-4661	11,698 gallons	43,400.00	RB	4/20/2019	04/27/19	05/04/19	05/05/19	06/16/19	06/30/19	07/14/19	07/19/19	N/A	08/02/19	08/30/19	
UPDATE																			
ACTUAL																			
PLANNED		2	IFB No: LACE/CoreBudget/ RFQ/001/2019/202	G-4761	Assorted	4,000.00	RFQ	6/10/2019	06/15/19	06/19/19	06/21/19	06/26/19	07/01/19	07/04/19	07/08/19	N/A	07/15/19	07/23/19	
UPDATE																			
ACTUAL																			
PLANNED		3	IFB No: LACE/CoreBudget/ RFQ/002/2019/202	C-3314	1	4,100.00	RFQ	8/20/2019	08/25/19	08/29/19	08/31/19	09/05/19	09/10/19	09/13/19	09/17/19	N/A	09/24/19	09/30/19	
UPDATE																			
ACTUAL																			
PLANNED		4	IFB No:/LACE/Core Budget/RFQ/003/2 019/2020	G-4520	7	9,800.00	RFQ	8/20/2019	08/25/19	08/29/19	08/31/19	09/05/19	09/10/19	09/13/19	09/17/19	N/A	09/24/19	09/30/19	
UPDATE																			
ACTUAL																			
PLANNED		5	IFB No:/LACE/Core Budget/RFQ/004/2 019/2020	G-4761	Assorted	9,500.00	RFQ	11/10/2019	11/15/19	11/19/19	11/21/19	11/26/19	12/01/19	12/04/19	12/08/19	N/A	12/17/19	12/23/19	
UPDATE																			
ACTUAL																			
Sub Total						70,800.00													

Prepared by:

Kornema Y. Mulbah
Procurement Director

Approved by:

Quiwu Yeke
Executive Director



Date


July 11, 2019

Provisioned:

6/10/2019

LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT(LACE)
SBA PROCUREMENT PLAN for Goods and Non-Consulting Services for the Fiscal year 2019/2020
Source of Funding: GOL Core Budget

PROCUREMENT PLAN																	
1	2	3	4	5	6.00	7	8	9	10	11	12	13	14	15	16	17	18
					Estimated	PROCUREMENT	TECHNICAL	BID	Procurement	IFB	BID	BID	PC FINAL	CONTRACT	ADVANCE	DELIVERY	FINAL
					COST	METHOD	SPECS	DOCUMENT	Committee	ADVERTISEMEN T & RELEASE OF BID DOC	SUBMISSION/PUBLI C OPENING	EVALUATION	APPROVAL	AWARD	PAYMENT		PAYMENT
PLANNED	6	IFB No./LACE/Core Budget/RFQ/005/2 019/2020	CONTRACT PACKAGE	J-5813	1,500.00	RFQ	6/10/2019	06/15/19	06/19/19	06/21/19	06/26/19	07/01/19	07/04/19	07/08/19	N/A	07/17/19	07/23/19
UPDATE																	
ACTUAL																	
PLANNED	7	IFB No./LACE/Core Budget/RFQ/006/2 019/2020		G-4773	4,500.00	RFQ	11/1/2019	11/06/19	11/10/19	11/12/19	11/17/19	11/22/19	11/25/19	11/29/19	N/A	12/08/19	12/14/19
UPDATE																	
ACTUAL																	
PLANNED	8	IFB No./LACE/Core Budget/SS/001/201 9/2020	Security Guard Service	M-8010	15	27,900.00	NCB	4/20/2019	04/27/19	05/04/19	05/05/19	06/16/19	06/30/19	07/14/19	07/19/19	N/A	08/02/19
UPDATE																	
ACTUAL																	
PLANNED	9	IFB No./LACE/Core Budget/RFQ/007/2 019/2020	Fumigation services	N-8121	1	1,200.00	RFQ	5/1/2019	05/06/19	05/10/19	05/12/19	05/17/19	05/22/19	05/25/19	05/29/19	N/A	06/05/19
UPDATE																	
ACTUAL																	
Sub-total					35,100.00												

Prepared by: 
Kornema Y. Mulbah
Procurement Director

Approved by: 
Mr. Quimul
Executive Director



Date: July 11, 2019

Provisional Director


August 5, 2019

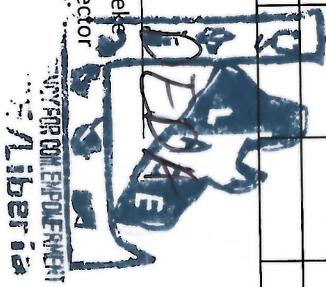
LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT(LACE)
 SBA PROCUREMENT PLAN for Goods and Non-Consulting Services for the Fiscal year 2019/2020
 Source of Funding: GOL Core Budget

	1	2	3	4	5	6.00	7	8	9	10	11	12	13	14	15	16	17	18	1
						Estimated	PROCUREMENT	TECHNICAL SPECS	BID DOCUMENT	Procurement Committee	IFB	BID SUBMISSION/PUBLI C OPENING	BID EVALUATION	PC FINAL	CONTRACT	ADVANCE	DELIVERY	FINAL	REMARKS
						COST	METHOD		APPROVAL	ADVERTISEMENT NT & RELEASE OF BID DOC			REPORT	APPROVAL	AWARD	PAYMENT		PAYMENT	
PLANNED	10	IFB No:/LACE/Core Budget/RFQ/008/2 019/2020	Printing and Binding Services	C-1812	5	1,000.00	RFQ	6/10/2019	06/15/19	06/19/19	06/21/19	06/26/19	07/01/19	07/04/19	07/08/19	N/A	07/17/19	07/23/19	
UPDATE																			
ACTUAL																			
PLANNED	11	IFB No: LACE/SP/RFQ/009/ 2019/2020	Building maintenance	F-400	1	5,000.00	RFQ	8/15/2019	08/20/19	08/24/19	08/26/19	08/31/19	09/05/19	09/08/19	09/12/19	N/A	09/19/19	09/25/19	
UPDATE																			
ACTUAL						6,000.00													
Sub-total																			
Grand Total						111,900.00													

Prepared by: 
 Kornema Y. Mulbah
 Procurement Director

Approved by: 
 Mr. Quimbu Yeke
 Executive Director

Date July 11, 2019



Procurement Manager
08/10/19

LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT
SBA PROCUREMENT PLAN for Goods/ Non-Consulting Service

Explanatory note

Source of Funding: GOL Core budget , Fiscal year: 2019-2020

Number	PACKAGE CODE	CONTRACT PACKAGE	PACKAGE DESCRIPTION
1.	IFB No: LACE/Core Budget/RB/001/2019/2020	Petroleum Product(Diesel & Gasoline)	This contract package is funded from the budget line (diesel and gasoline), which is intended to procure the amount of 11,698 gallons of fuel at the cost of \$3.71 USD for the entity.
2.	IFB No: LACE/Core Budget/RFQ/001/2019/2020	Stationery	This contract package is funded from the budget line stationery which is intended to purchase stationery for use by the entity
3.	IFB No: LACE /Core Budget/RFQ/002/2019/2020	Repair, Maintenance and Spare Parts for Generator	This contract package is funded from the budget line repair, maintenance and spare for generator within the fiscal year 2019/2020
4.	IFB No: LACE/Core Budget/RFQ/003/2019/2020	Repair, Maintenance and Spare Parts for Vehicles	This contract package is funded from the budget line Repair, maintenance and spare parts which is intended to purchase spare parts, repairing of seven (7) vehicles for use by the entity.

Prepared by: 
Kornema Y. Mulbah
Senior Procurement Officer

Approved by: 
M. Quirwa Yeke
Executive Director




Date: July 11, 2019




authd
August 5, 2019

LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT
SBA PROCUREMENT PLAN for Goods/ Non-Consulting Service
 Explanatory note
 Source of Funding: GOL Core budget , Fiscal year: 2019-2020

5.	IFB No: LACE/Core Budget/RFQ/004/2019/2020	Ink and Cartridges	This contract package is funded from the budget line Ink and Cartridges which is intended to purchase ink and and cartridges for use by the entity.
	IFB No: LACE/RFQ/005/2019/2020	Publication Services	This contract package is funded from the budget line advertisement which is intended to underwrite the cost of the entity bids/REOL publication in local dailies around the country.
6.			
6.	IFB No: LACE/Core Budget/RFQ/005/2019/2020	Building Maintenance	This contract package is funded from the budget line Building maintenance which is intended to ensure the maintenance of LACE building for the Fiscal year 2019/2020.
7.	IFB No: LACE/Core Budget/006/2019/2020	Janitorial Materials	This contract package is funded from the budget line Janitorial material which is intended to purchase janitorial materials for the entity for the Fiscal year 2019/2020.

Prepared by: 
 Kornema Y. Mulbah
 Senior Procurement Officer

Approved by: 
 Mr. Christian Yeke
 Executive Director


Date: July 21, 2019


Provisional
06/07/19

OTL
August 5, 2019

LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT
SBA PROCUREMENT PLAN for Goods/ Non-Consulting Service
Explanatory note
Source of Funding: GOL Core budget , Fiscal year: 2019-2020

8.	IFB No: LACE/Core Budget/NCB/001/2019/2020	Security Service	This contract package is funded from the budget line Security Service which is intended to ensure the property within LACE building and its surroundings are safe guided for the Fiscal year 2019/2020.
9.	IFB No: LACE/RFQ/007/17/18	Fumigation Services	This contract package is funded from the budget line fumigation, which is intended to safe guard environmentally the entire building of LACE.
10.	IFB No: LACE/Core Budget/RFQ/008/2019/2020	Printing and Binding Services	This contract package is funded from the budget line Printing and Publication which is intended to print LACE annual report.
11.	IFB No: LACE/Core Budget/RFQ/009/2019/2020	Building Maintenance	This contract package is funded from the budget line Building maintenance which is intended to ensure the maintenance of LACE building for the Fiscal year 2019/2020.

Prepared by: 
 Kornema Y. Mulbah
 Senior Procurement Officer

Approved by: 
 Mr. Oluwu Yake
 Executive Director



Date: July 11, 2019


 6/17/2019

all but August 5, 2019