



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/517/'22

August 16, 2022

Cllr. Boakai N. Kanneh
CHAIRMAN
Law Reform Commission
Monrovia, Liberia

Dear Cllr. Kanneh:

Subject: **RECEIPT AND APPROVAL OF LRC's UPDATED SBA AND NON-SBA PROCUREMENT PLANS FOR FISCAL YEAR 2022**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Law Reform Commission (**LRC**) Updated Procurement Plans (SBA/Non-SBA) for Fiscal Year 2022 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission informs the LRC that its Updated Special Procurement Plan will be 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, upon conclusion of stipulated processes.

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.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice. **The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.**

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,

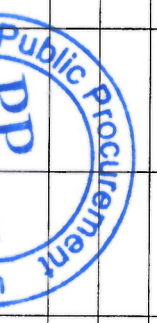
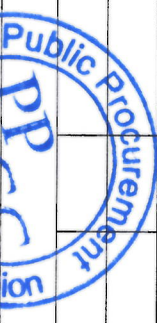

Jaridie Roseme Nagde Kowo (Atty.)
CHIEF EXECUTIVE OFFICE

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

LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
 Source of Funding: GOL National Budget
 Fiscal year: 2022 (January – December)

Received
 August 2, 2022
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	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
IMPLEMENTATION DATES																		
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUS. REGISTRATION CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOCTECH 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 (SUBSTANTIATION)	
PLANNED	1.	IFB NO. LRC/SBA/RFQ/001/2022	Petroleum Products	G4661	993.00 gals @ US \$4.00	3,972.00	RFQ	12/08/2021	12/17/2021	12/27/2021	1/06/2022	1/13/2022	1/21/2022	1/31/2022	2/10/2022	N/A	12/15/2022	
UPDATE		IFB NO. LRC/SBA/RB/001/2022	Petroleum Products	G4661	3,272.72 gals @ US \$5.50	18,000.00	RB	07/04/2022	07/22/2022	08/05/2022	08/12/2022	08/19/2022	09/20/2022	10/05/2022	10/19/2022	N/A	12/15/2022	
ACTUAL																		
PLANNED	2.	IFB NO. LRC/SBA/RFQ/002 2022	Security Guard Services	N8010	1 Firm	9,000.00	RFQ	12/10/2021	12/20/2021	12/29/2021	1/10/2022	1/17/2022	1/25/2022	2/01/2022	2/10/2022	N/A	12/15/2022	
UPDATE																		
ACTUAL																		
PLANNED	3.	IFB NO. LRC/SBA/RB/003/2022	Internet connectivity	J6120		11,472.00	RB	07/08/2022	07/27/2022	08/10/2022	08/25/2022	09/01/2022	09/29/2022	10/13/2022	10/27/2022	N/A	12/15/2022	
UPDATE																		
ACTUAL																		
		TOTAL				38,472.00												



Signed:

Rachel G. Saywah

Supervisor/ Procurement Unit

Approved by:

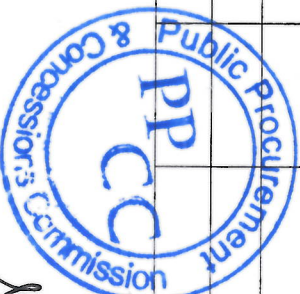
Clr. Boakai N. Kanneh

Head of Entity/ Chairman Proc. Committee

Date:

06/18/2022

06/18/2022

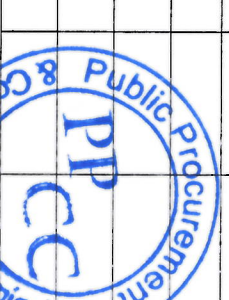
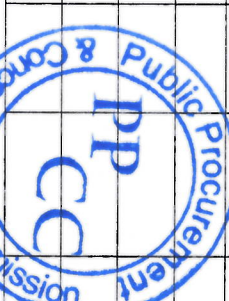


Aug 2, 2022

06/18/2022

LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
Source of Funding: GOL National Budget
Fiscal year: 2022 (January- December)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
IMPLEMENTATION DATES																	
	ITEM NO.	PACKAGE NUMBER (ODI)	CONTRACT PACKAGE	BUS. REGISTRATION CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANC E PAY MEN T (MO BIL IZA TION)	DELIVERY , INSPECTION (SUBSTANTIAL COMPLETION)
PLANNED	4.	IFB NO. LRC/SBA/RFQ/004 2022	Printing & Binding Services	C1812	Assorted	2,000.00	RFQ	07/11/2022	07/22/2022	08/02/2022	08/09/2022	08/16/2022	08/23/2022	09/07/2022	09/28/2022	N/A	12/15/2022
UPDATE																	
ACTUAL																	
PLANNED	5.	IFB NO. LRC/SBA/RFQ/005 2022	Event Catering	H5621	Assorted	2,086.00	RFQ	07/13/2022	07/27/2022	08/05/2022	08/12/2022	08/19/2022	08/29/2022	09/09/2022	09/30/2022	N/A	12/15/2022
UPDATE																	
ACTUAL																	
		TOTAL				42,558.00											



Signed: _____

Rachel G. Saywah
Supervisor/ Procurement Unit

Approved by: _____

Cllr. Boakai N. Kanneh
Head of Entity/ Chairman Proc. Committee

Date: _____

06/18/2022

Aug 2, 2022

11/15/2022

LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
EXPLANATORY NOTES
FISCAL YEAR: 2022 (January – December)

No.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LRC/SBA/RFQ/001/2022	Petroleum Products	This Budget \$18,000.00 will be used to acquire fuel only in coupons (Diesel, Oil, etc.) at estimated unit cost of US\$5.50 (\$18,000.00/5.50 = 3,272 gallons) It will be applied to the purchase of fuel and Lubricants for Vehicles.
2.	IFB NO. LRC/SBA/RFQ/002/2022	Security Guard Services	This Budget comes from Guard and Security Services it is planned to hire a private Libe Security firm required to assign two guards each, on three shifts.
3.	IFB NO. LRC/SBA/RB/003/2022	Internet connectivity	This Contract package comes from the budget line item Telecommunications, will be applied to Internet subscription (\$11,472.00).
4.	IFB NO. LRC/SBA/RFQ/004/2022	Printing & Binding Services	This Contract package comes from the budget line item Printing, Binding and Publication services will be applied to printing and codification of laws/legislations.
5.	IFB NO. LRC/SBA/RFQ/005/2022	Event Catering	This Budget comes from Workshops, Conferences, Symposia and Seminars it is planned to hire Catering services as the need arises.
6.	IFB NO. LRC/SBA/RFQ/006/2022	Electricity	This Budget \$10,000.00 comes from Electricity it is planned to pay electricity bills to the Liberia Electricity Corporation (LEC) only.
7.	IFB NO. LRC/SBA/RFQ/007/2022	Water and Sewage	This Budget \$2,000.00 comes from Water and Sewage from it is planned to pay Sewage to the Liberia Water and Sewage Corporation (LWSC) only.

Signed: _____

Rachel G. Saywah
Supervisor/ Procurement Unit

Approved by: _____

Cllr. Boakai N. Kanneh
Head of Entity/ Chairman Proc. Committee

Date: _____

