



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/0824/'19

November 12, 2019

Hon. Boniface D. Satu

MANAGER

National Road Fund

Republic of Liberia

Dear Hon. Satu:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Road Fund SBA and Consultancy 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.

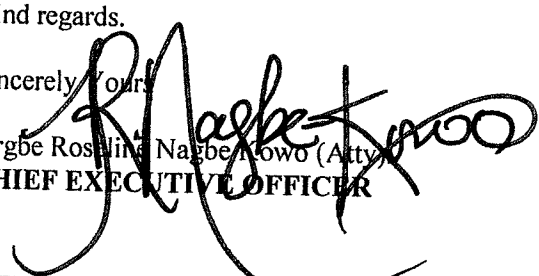
Please be advised that your Entity can carry out procurement activities based on this provisionally approved draft procurement plan culminating in **framework agreements** for recurrent procurement items. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement 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 LRC'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,


Jargbe Rosling Nagbe Nowo (Atty)
CHIEF EXECUTIVE OFFICER

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

NATIONAL ROAD FUND OFFICE OF LIBERIA
PROCUREMENT PLAN: CONSULTANCY
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2019/2020

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	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECTION METHOD	REQUEST FOR EXPRESSION OF INTEREST, if applicable													REQUEST FOR PROPOSALS AND APPROVAL OF AWARD
						PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT AWARD SIGNING		
PLANNED	1	RFP No.: NRF/LCS/001/19 /20	External Audit Service	1	10,500.00	LCS	09/06/19	09/12/19	09/26/19	10/02/19	10/09/19	10/13/19	10/17/19	10/21/19	11/04/19	10/10/19	11/18/19	11/25/19	
UPDATE																			
ACTUAL																			
PLANNED	2	RFP No.: NRF/SBA/CQS/00 1/19/20	Developing & Hosting of Website for NRFO	1	15,000.00	CQS	08/08/19	08/14/19	08/28/19	09/05/19	09/12/19	09/19/19	09/26/19	10/03/19	10/17/19	10/24/19	10/31/19	11/07/19	
UPDATE																			
ACTUAL																			
PLANNED	3	RFP No.: NRF//SBA/CQS/0 2/19/20	Legal Advisory Service	1	4,500.00	CQS	09/06/19	09/12/19	09/26/19	10/02/19	10/09/19	10/13/19	10/17/19	10/21/19	11/04/19	10/10/19	11/18/19	11/25/19	
UPDATE																			
ACTUAL																			
Sub Total					30,000.00														

Prepared by: 

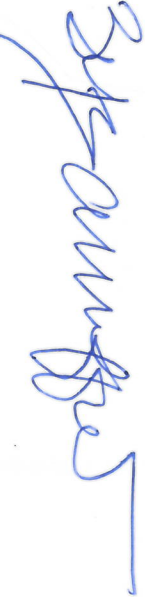
Date: Oct 25, 2019

Approved by: 

Date: 10/28/2019

Jeremiah T. Kpelewah
Procurement Specialist
National Road Fund

Boniface D. Satu
Manager, National Road Fund of Liberia
Chairman, Procurement Committee





NATIONAL ROAD FUND OFFICE OF LIBERIA
PROCUREMENT PLAN: CONSULTANCY
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2019/2020

BASIC DATA						IMPLEMENTATION DATES											
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PLANNED	4	RFP No.: NRF/SBA/SS/01/ 19/20	Procurement Advisory Service	1	750.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/08/
UPDATE																	
ACTUAL																	
PLANNED	5	RFP No.: NRF/SBA/SS/002/ 19/20	Human Resource Consultancy	1	983.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/12/
UPDATE																	
ACTUAL																	
PLANNED	6	RFP No.: NRF/SBA/SS/03 /19/20	Research on road user charges	1 Firm	20,000.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/14/
UPDATE																	
ACTUAL																	
Sub Total				21,733.00													

Prepared by: Jeremiah T. Kpelewah
Procurement Specialist
National Road Fund

Date: Oct 25 2019

Approved by: Boniface D. Sany
Manager, National Road Fund of Liberia
Chairman, Procurement Committee

Date: 10/28/2019

10/28/2019
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NATIONAL ROAD FUND OFFICE OF LIBERIA
PROCUREMENT PLAN: CONSULTANCY
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2019/2020

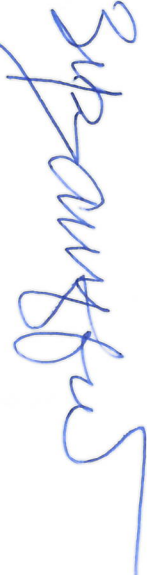
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PLANNED	7	RFP No.: NRF/SS/04/19/20	ICT Support Service	Firm	1,000.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/21/
UPDATE																		
ACTUAL																		
GRAND TOTAL					52,733.00													

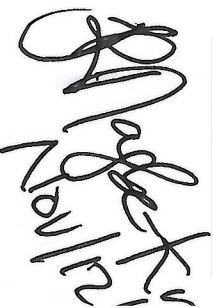
Prepared by: 
Jeremiah T. Kpelewah
Procurement Specialist
National Road Fund

Date: Oct 25 2019

Approved by: 
Boniface D. Saty
Manager, National Road Fund of Liberia
Chairman, Procurement Committee

Date: 10-28-20




10/20/19

NATIONAL ROAD FUND OFFICE OF LIBERIA
PROCUREMENT PLAN: CONSULTANCY
SOURCE OF FUND: NATIONAL BUDGET
FISCAL YEAR 2019/2020

EXPLANATORY NOTES:

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	DESCRIPTION OF CONTRACT PACKAGE
1.	RFP No.: NRF/SBA/LCS/001/18/19	External Audit Service	The cost of US \$10,500.00 is derived from the budget line item External Audit Services, as indicated in NRF's Budget FY 2019/2020. This contract package is intended to recruit an independent auditing firm.
2.	RFP No.: NRF/SBA/CQS/002/19/20	Developing & Hosting of Website for NRFO	The cost of US \$15,000.00 is derived from the budget line item developing and hosting of website for NRFO as indicated in NRF's Budget FY 2019/2020. This contract package is intended to recruit an individual consultant.
3.	RFP No.: NRF/SBA/CQS/003/19/20	Legal Advisory Services	The cost of US \$4,500.00 is derived from the budget line item provision of Legal Advisory Services, as indicated in NRF's Budget FY 2019/2020 This contract package is intended to recruit a Law Firm
4.	RFP No.: NRF/SBA/SS/001/19/20	Procurement Advisory service	The cost of US \$750.00 is derived from the budget line item provision of Procurement Advisory Services, as indicated in NRF's Budget FY 2019/2020 This contract package is intended for the consultant to continue providing procurement advisory service under a short term agreement
5.	RFP No.: NRF/SBA/CQS/002/19/20	Human Resource Services	The cost of US \$983.00 is derived from the budget line item provision of Human Resource Services, as indicated in NRF's Budget FY 2019/2020 This contract package is intended for the consultant to continue providing human resource and training services under a short term agreement
6.	RFP No.: NRF/SBA/SS/003/19/20	Research on road user charges Consultancy	The cost of US \$20,000.00 is derived from the budget line item provision of Research on road user charges, as indicated in NRF's Budget FY 2019/2020 This contract package is intended to recruit an Engineering Firm.
7.	RFP No.: NRF/SBA/SS/004/19/20	ICT Support Service	The cost of US \$1,000.00 is derived from the budget line item provision of ICT Support Service in favor of the National Road Fund, as indicated in NRF's Budget FY 2019/2020 This contract package is intended to recruit maintain the individual consultant who has been providing quality service for the NFR office

Prepared by: 
Jemimah T. Kpelewah
Procurement Specialist
National Road Fund

Date: 10-25-2019

Approved by: 
Boyface D. Satu
Manager, National Road Fund of Liberia
Chairman, Procurement Committee

Date: 10-28-20


J. A. Ogburn
Nov 12/11