

Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref. PPCC/RL/CEO/419/'21

October 4, 2021

Hon. Marcus D. Zehyoue  
**DIRECTOR GENERAL**  
Liberia Drug Enforcement Agency  
Republic of Liberia

Dear Hon. Zehyoue:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR SPECIAL BUDGET YEAR 2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Liberia Drug Enforcement Agency (LDEA) SBA Procurement Plan for FY 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 National Special Budget 2021, you are required to submit a revised/updated procurement plan, detailed budget for LDEA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Budget Year 2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended FY 2020/2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for the Special Budget Year 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 Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**

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

LIBERIA DRUG ENFORCEMENT AGENCY (LDEA)  
PROCUREMENT PLAN SBA  
Source of funding: GOL Fiscal years July 1, 2021-December 31, 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATAIMPLEMENTATION DATES																			
ITEM NO	PACKAGE NIMBER (CODE)	CONTACT PACKAGE (CODE)	BUSINESS ACTIVITY (CODE)	QTY	ESTIMATED COSE	PROC URE MEN T MET HOD	TECHNIC AL SPECS/BO O/DRAWING	PREP. OF BID DOCUMENT	PC APPRO VAL -BID DOC/TECH SPECES	BID INVITATI ON &RELEAS E OF BID DOCA	BID SUBSIMI SSION/PUBLI C OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACTO R AWARD & SIGNING	ADVANC E PAYMEN T (MOBLIZ ATION	DELIVERY INSPECTION (SUBSTAANTIAL)	ACCEPTANCE & FINAL PAYMENT	REMA	
ANNED 1	IFB NO. LDEA/RFO/O 01/2021	Petroleum Products (Diesel & gasoline)	G-4661	1,176 @3.57 826 @ 3.63	USD\$ 6,717.00	RFQ	10/23/21	10/30/21	11/07/21	11/14/21	11/21/21	11/28/21	12/04/21	12/11/21	N/A	12/24/2021	12/31/2021		
IP DATE																			
CTUAL																			
LANNED 2	IFB NO. LDEA/SBA/RFO/002 /2021	Stationary G-4761	Assorted		US\$ 2,400.00	RFQ	10/23/21	10/30/21	11/07/21	11/14/21	11/21/21	11/28/21	12/04/21	12/11/21	N/A	12/24/21	12/31/21		
	TOTAL			GRAND TOTAL	US\$ 9,600.00														

PREPARED BY:   
SYLVESTER WILLIAMS  
PROCUREMENT DIRECTOR/LDEA

APPROVED BY:   
HON. MARCUS D. ZEHYOUE  
LDEA HEAD OF ENTITY

DATE: SEP 29, 2021




Liberia Drug Enforcement Agency (LDEA)  
Procurement Plan Explanatory Notes  
Fiscal Year: 2020/2021

Item No	Contract Package Code	Contract Package	Content Contract package
	IFB NO. LDEA/RB 001/2021	Petroleum products (diesel & gasoline)	This contract package is funded to procure petroleum products for the Liberia Drug Enforcement Agency (LDEA)
1.	IFB NO. LDEA/RFQ/001/2021	Stationary	This contract package is funded to procure the following stationary items for the (LDEA) such as: A4 paper, manila & hanging folders, pens, Cartridges, Legal sheet Note Pad.
2.	Non-residential property	Rent	This contract package is intended to cover rented cost for the entity which is an ongoing lease agreement to be renewed by the lessee and leasor every budget year
3			

SIGNED:   
SYLVESTER WILLIAMS  
PROCUREMENT DIRECTOR/LDEA

APPROVED BY:   
HON. MARCUS D. ZEHYOUE  
HEAD OF ENTITY

DATE: SEPT 29, 2021

  
Oct. 4, 2021



  
Oct 7/04/2021



  
10/11