



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

Website: www.ppec.gov.lr | Email: info@ppec.gov.lr | Phone Short Code: 4357

Ref: PPCC/RL/CEO/556/22

August 26, 2022

Hon. Jeffrey N. Yates
HEAD OF SECRETARIAT
Liberia Extractive Industries Transparency Initiative
Republic of Liberia

Dear Hon. Yates:

Subject: RECEIPT AND APPROVAL OF THE LIBERIA EXTRACTIVE INDUSTRIES
TRANSPARENCY INITIATIVE FINAL SBA NON-SBA & AND
CONSULTANCY 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 Liberia Extractive Industries Transparency Initiative FY2022 SBA Non-SBA and Consultancy Procurement Plans including your request for reduction in lead time for a Restricted Bidding process from four to two (2) weeks, upon review of submitted documents.

The Commission conveys to the LEITI that this 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 Plan, upon LEITI's 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.

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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards,


Jarbo K. Seshe Nagbe Koko (Atty.)
CHIEF EXECUTIVE OFFICER

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



2022 Aug 26/2022

LIBERIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE

Code Procurement Plan

Funding Source: GOL National Budget

Fiscal Year: JANUARY 1, 2022 to December 31, 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY	QTY	ESTIMATED COST (USD)	PROJ. TECHNICAL SPEC/REQ. NO.	PREP. OF BID DOCUMENT	PC APPROVAL	BID N.B.	BID SUBMISSION	PC APPROVAL	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION & SUBSTANTIATION	ACCEPTANCE & FINAL PAYMENT	Approval Status and Comments	
PLANNE D	1	Internet Connectivity	1-4130	1 Router	\$5,000.00	19-Jul-22	26-Jul-22	26-Jul-22	5-Aug-22	12-Aug-22	19-Aug-22	24-Aug-22	31-Aug-22	15-Dec-22	20-Dec-22		
UPDATE																	
ACTUAL																	
PLANNE D	2	Scratch Card	1-4180	1416 Prepaid SIMs	\$7,080.00	20-Jul-22	27-Jul-22	30-Jul-22	6-Aug-22	13-Aug-22	23-Aug-22	26-Aug-22	2-Sep-22	16-Dec-22	20-Dec-22		
UPDATE																	
ACTUAL																	
PLANNE D	3	Repairs and Maintenance of Vehicles	G-4150	1 Item	\$4,800.00	4-Aug-22	11-Aug-22	14-Aug-22	24-Aug-22	31-Aug-22	7-Sep-22	14-Sep-22	21-Sep-22	17-Dec-22	20-Dec-22		
UPDATE																	
ACTUAL																	
PLANNE D	4	Cleaning Materials	G-4173	Assorted	\$1,600.00	8-Aug-22	11-Aug-22	18-Aug-22	20-Aug-22	27-Aug-22	3-Sep-22	10-Sep-22	14-Sep-22	17-Dec-22	20-Dec-22		
UPDATE																	
ACTUAL																	
PLANNE D	5	ICT Equipment	G-4141	Assorted	\$1,000.00	17-Sep-22	24-Sep-22	28-Sep-22	5-Oct-22	12-Oct-22	19-Oct-22	22-Oct-22	29-Oct-22	15-Dec-22	20-Dec-22		
UPDATE																	
ACTUAL																	
					TOTAL=												
					\$24,480.00												

Public Procurement Commission

Public Procurement Commission

Prepared By: *[Signature]*
Caroline C. Freeman, Procurement OfficerApproved By: *[Signature]*

Address: Secretary General, Transparency Proc. Centre

Date: August 2, 2022



[Signature]
2022 Feb 10/2022

LIBERIA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE

Consultancy Procurement Plan

Funding Source: GOL National Budget

Fiscal Year: January 1-December 31, 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM	M NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSIN ESS ACTIV ITY	QTY	Amount	PROCUR EMENT METHO D	Prep. of TOR & PC	PREP. OF BID	PC APPROVA RELEASE	BID INVITATION & SUBMISSION/	BID SUBMISSIO N OF BID	PC APPROVAL	CONTRACT AWARD &	DELIVERY, ACCEPTAN CE &			
PLANNED	1	ITB NO. L1111	Consultancy	M	1	\$150,000.00	QCBS	28-Jan-22	8-Jul-22	22-Jul-22	5-Aug-22	19-Aug-22	2-Sep-22	16-Sep-22	30-Sep-22	N/A	26-Dec-22	30-Dec-22
UPDATE		QCBS/001/2022		Firm														

TOTAL = \$150,000 USD

Prepared By:

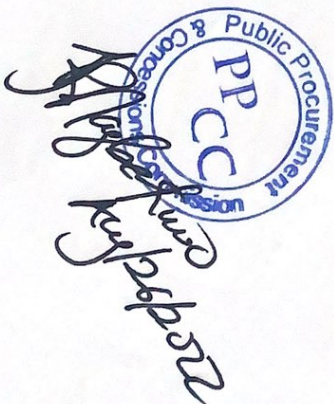
Cynthia C Freeman/Procurement Officer

Approved By:

Jeffrey N. Yancey/Head of Secretariat/Chairperson Proc. Centre

Date:

August 2, 2022



Liberia Extractive Industries Transparency Initiative (LEITI)
PROCUREMENT PLAN EXPLANATION NOTE
Source of Funding: GOL National Budget
Fiscal Year: 2022

ITEM NO.	PACKAGES NUMBER (CODE)	PROCUREMENT CONTRACT PACKAGE CONTENT	PROCUREMENT CONTRACT PACKAGE CONTENT
1.	IFB.NO.LEITI/RFOQ/001/2022	Internet Connectivity	This contract Package is intended to purchase internet modem for staffs at the office for the purpose of internet connectivity. The amount of one (1) router will be procured for the entity.
2.	IFB.NO.LEITI/RFOQ/002/2022	Scratch Card	This contract package is intended for the provision of assorted communication cards (Orange & Lonestar) from reputable firm.
3.	IFB.NO.LEITI/RFOQ/003/2022	Vehicle Repair and Maintenance Services	This contract Package is intended for the Repair and Maintenance of two vehicles (Toyota 4WD High-top – LEITI 3 and Land Cruiser PRADO LB-6600)
4.	IFB.NO.LEITI/RFOQ/004/2022	Cleaning Materials	This contract package is intended for the provision of assorted cleaning materials Bleach Tide soap Sack Tissues Dettol (Disinfectant) Air Fresheners Hand Soap Soft & Hard broom Commode brushes & plunder



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Procurement Officer

10/26/2022
Aug 26, 2022

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			Paper Tower Mosquito Spray Wood Polish Floor Tower Mop Glass Cleaner Hand Gloves
5.	IFB.NO./LEITI/SBA/RFQ/ 005/2022	Food and Catering Service	This contract Package is intended to hire the service of a Catering Firm to provide food and beverages for Multi-stakeholder Group (Board Meeting)
6.	IFB.NO./LEITI/SBA/RFQ/ 006/2022	Security Guard Service	This contract package is intended to hire a reputable firm for the provision of security service (\$7,200.00) 24 hours a day, seven day a week.
7.	IFB.NO./LEITI/RFQ/007/2022	ICT Equipment	This contract package is intended for the provision of assorted ICT Equipment (Laptop, Printer and Cartridges) Laptop Hard Drive Memory Card Printer
8.	IFB.NO. /LEITI/SBA/RB/008/2022	Vehicle Rental	This contract Package is intended for the hiring of a reputable Firm for the provision of Vehicle to transport Facilitators into the various counties for the dissemination of LEITI 12 th Report. This is drawn from the budget line Conference, Workshop, Symposia and Seminars



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2022/08/26/2022



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9.	IFB.NO. /LEITI/RB/ 002/2022	Petroleum Products (Gasoline and Diesel Fuel)	<p>This contract Package is intended for the procuring of diesel and Gasoline to be used for Vehicles and Generator.</p> <p>LEITI currently owns two Vehicles and a Generator Nissan Prado Jeep- LB- 6600 Toyota Land Cruiser High- Top Jeep-LEITI 3 Perkins 100KVA</p> <p>LEITI intends to use \$2,494.8.00 from budget line (Workshop, Symposia, Conferences, and Seminars) for fuel for the dissemination of LEITI 12th Report in the counties. With the additional amount coming from the budget line workshop, Symposia, Conferences, and Seminars, this has further increase the Petroleum product line item budget to USD\$ 40,744.8.</p>
10.	IFB.NO. /LEITI/RFO/ 002/2022	Stationery	<p>This contract Package is intended for the procurement of assorted stationeries.</p> <p>A4 Paper Legal Paper Manila FOLDERS (A4 size) Manila Folder (Large size) Box File Ledgers Pen Permanent Maker (assorted) Brown Envelopes (A4 size) Brown Envelopes (A3 size) Brown Envelopes (A5 size) Brown Envelopes (Peal & Seal) Regular Plain White Envelopes (assorted) White Board Maker (large) Wall Clocks (large)</p>

Procurement Officer

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Activities:
Seminars, Civil Service
based, Disseminations

			<p>Paper Fasteners Cartridges (Canon Printer MF 3010) Paper Clips (large) Paper Clips (small) Stapler Machine (large) Stapler Pins Canon 2204N Toner Flip Charts.</p> <p>The amount of USD\$ 2,000.00 was subtracted from this budget line to be transferred to Workshop,, Conferences, Symposia and Seminars.</p>
11.	IFB.NO. /LEITI/RFQ/ 003/2022	Printing and Binding	<p>This contract is intended for the hiring of a firm for the procurement of LEITI's Letter Head and News Letter. This is drawn from the budget line Printing, Binding, and Publication. The amount of USD\$ 2,000.00 was subtracted from this budget line to be transferred to Workshop,, Conferences, Symposia and Seminars.</p>
12	IFB.NO. /LEITI/RFQ/004/2022		<p>This contract Package is intended for the publication of vacancies, announcements and the publication of the LEITI 13th and 14th Reports. (Electronic & Print Media)</p> <p>It's drawn from the budget line Advertising and Public Relations. The amount of USD\$ 2,000.00 was subtracted from this budget line to be transferred to Workshop,, Conferences, Symposia and Seminars.</p>
13	IFB.NO./LEITI/RFQ/005/2022	Workshops, Conferences, Symposia and Seminars	<p>This contract package is intended for workshop activities which include: Mainstreaming, Conferences, Symposia, Seminars, Civil Society engagement in rural areas (County based), Disseminations of</p>

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Cynthia G. Freeman
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五言古詩
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Dr. J. H. H. H. H.

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