

### 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/0721/'19

October 11, 2019

Hon. Richmond N. Tobii
MANAGING DIRECTOR
Liberia Telecommunications Corporation
Republic of Liberia

Dear Hon. Tobii:

### 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 Liberia Telecommunications Corporation SBA, Non 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 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 LTC'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 regard

Sincerely

Jargbe Ro ellie Nag CHIEF EXECUTI

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

# LIBERIA TELECOMMUNICATIONS CORPORATION (LIBTELCO)

## PROCUREMENT PLAN SBA CORE BUDGET Source of Funding: Internal Revenue Generation

Fiscal Year: 2019/2020

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Prepared by: \_

Date: 1740

Approved by:

Richmond N. Tobii
MANAGING DIRECTOR

Al Josephus Taybior PROCUREMENT MANAGER

# LIBERIA TELECOMMUNICATIONS CORPORATION (LIBTELCO)

## PROCUREMENT PLAN SBA CORE BUDGET

Source of Funding: Internal Revenue Generation Fiscal Year: 2019/2020

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Approved by:

Prepared by: \_

PROCUREMENT MANAGER CLEAN

Al Josephus Taybior

Date:

Richmond N. Tobi

MANAGING DIRECTOR

ate:

7/12/19

### LIBERIA TELECOMMUNICATIONS CORPORATION (LIBTELCO) Source of Funding: Internal Revenue Generation PROCUREMENT PLAN SBA CORE BUDGET Fiscal Year: 2019/2020

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PROCUREMENT MANAGER

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MANAGING DIRECTOR

## LIBERIA TELECOMMUNICATIONS CORPORATION (LIBTELCO) PROCUREMENT PLAN SBA CORE BUDGET

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Source of Funding: Internal Revenue Generation

Fiscal Year: 2019/2020

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IMPLEMENTATION DATES

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**BASIC DATA** 

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	IFB	Personnel Non Life															
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### NO. LIBERIA TELECOMMUNICATIONS CORPORATION (LIBTELCO) PROCUREMENT PLAN SBA CORE BUDGET Source of Funding: Internal Revenue Generation Fiscal Year: 2019/2020 13 15 16 17 19

**BASIC DATA** 

IMPLEMENTATION DATES

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	OTAL				Services	Security Guard			Supplies	Janitorial				Food Stuff		PACKAGE	CONTRACT			
					N8010				G4773					G4711		CODE	ACTIVITY	BUSINESS		
Date:					1 Firm				Assorted					Assorted		Qty				
Date: 1409/19	768,366.00				7,715.00				21,000.00					13,648.00		COST (USD)	ESTIMATED			
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19				02/00/00	30/28			00/20/20	06/29/20				00/00/20	06/30/30		PAYMENT	ACCEPTAN			

2/24/10 Same

PROCUREMENT MANAGER Al Josephus Taybior

MANAGING DIRECTOR Richmond N. Tobii

		)	
This contract package is intended to procure sratch cards (2500 pcs Lonestar & 2500 pcs Cellcom) for senior management. charged to the budget line Telephone Expense.	Scratch Cards	IFB No/LIBTELCO/SBA/RB/002/019/020	∞
This contract package is intended to insure twenty (20) vehicles: 7 sedans, 2 buses, 6 pickups, 4 trucks & 1 SUV. It is drawn budget line Vehicle Insurance.	Vehicle Insurance Coverage	IFB No/LIBTELCO/SBA/RB/001/019/020	7
This contract package procures rental services of vehicles to enhance the smooth operations of Libtelco. This contract pack drawn from the budget lines: 1. Local Transportation and 2. Vehicle/Equipment Rental.	Vehicle Rentals Service	IFB NO/LIBTELCO/SBA/NCB/004/019/020	6
(4) Spare Parts			
(3) Air filter			
(2 Fuel Filter			
(1) Oil Filter			U
package procures spare parts and lubricants for routine maintenance of libtelco generators which involes changing of oil a servicing. Materials involves the following:	Generator Spare Parts	IFB No. LIBTELCO/SBA/NCB/003/019/020	1
It is a charged to the budget line Repairs & Maintenance (Generators).  This (			
This contract package is charged to the budget line Item Garbage Collection & Sanitation. This contract package procures to of a garbage collection organization.	Refuse/Garbage Collection	IFB No/LIBTELCO/SBA/RFQ/002/019/020	4
fuel filters, air filters, tires, headlights, horns, pressure plates, clutch dish, etc.	Vehicle Spare Parts	IFB No/LIBTELCO/SBA/NCB/002/019/020	3
routine maintenance of libtelco vehicles which involes changing of lubricants and servicing. Spare parts and lubricant			
It is charged to the hudget line Bennies & Maintenance (Valida This Co.)			
This contract package is intended to procure 11,710 gal of water from local water vendors @ \$0.40 for water dispenser and bathroom use.	Water Supply	IFB No/LIBTELCO/SBA/RFQ/001/019/020	2
(3) Radio & TV Ad 12,578.00			
(2) Newspaper Ad 7,000.00	-		
(1) Billboards Ad (Electronic & Local) 10,000.00			
the need arouses. It is disaggregated into three (3) lots, namely:			-
This contract package is intended to procure the following types of advertisement which will take effect as	Advertisement & Public Relations	IFB No/LIBTELCO/SBA/NCB/001/019/020	۵.
Content of Contract Package	Contract Package	Collinati Fathage Code	
Hiscal Year: 2019/2020			

SBA Core Budget Procurement Plan For Goods, Work, and Services Explanatory Notes

LIBERIA TELECOMMUNICATIONS CORPORATION

Prepared by:

Al Josephus Taybior

Date

Approved by:

Head of Entity/Chairman Proc. Cmttee

Richmond N. Tobii

**Head of Procurement Unit** 

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is hires the services of a setering firm decided	This contract package is charged to the budget line Entertainment. This national has the continue of a continue of			
kage	Content of Contract Package	Contract Package	Contract Package Code	em NO.
	Fiscal Year: 2019/2020			
	SBA CORE Budget Procurement Plan For Goods, Work, and Services Explanatory Notes	SBA CORE Budget Procu		

LIBERIA TELECOMMUNICATIONS CORPORATION

		riscal year: 2019/2020
Item NO. Contract Package Code	Contract Package	Content of Contract Package
		This contract package is charged to the budget line Entertainment. This package hires the services of a catering firm during
9 IFB No/LIBTELCO/SBA/NCB/005/019/020	Event Catering	the amount of 10,000.00.
10 IFB No/LIBTELCO/SBA/RFQ/003/019/020	Uniforms	This contract package is intended to procure 30 pieces of uniforms for staff Libtelco Sales & Marketing Department and 50 uniforms for staff of Security Department
11 IFB No/LIBTELCO/SBA/RFQ/004/019/020	Air Ticket	This Contract Package will be used to produce Air Tickets (Assorted) and it is should to Found to Found to Found to
		be to Foreign Training.
12 IFB No/LIBTELCO/SBA/RB/003/019/020	Petroleum Product (Diesel & Gasoline)	This contract package is drawn from the following budget lines: (1) Fuel (Generators & Vehicles) \$274,235.00 for the q 74,118 gal @ \$3.70/gal; (2) Gasoline Slip (Employees) 90,000.00 for the quantity of 25,568 gal @ & \$3.70/gal;
13 IFB No/LIBTELCO/SBA/NCB/006/019/020	Personnel Non Life Insurance Coverage	This contract package is intended to procure medical insurance service for 240 Libtelco employees. It is charged to the buc Medical Benefit.
14 IFB NO/LIBTELCO/SBA/NCB/007/019/020	Food Stuff	This contract package is intended to procure coffee, non-cooked food items, beverages, etc for the upkeep of senior manas is charged to the contract package Senior Management Office Maintenance. It is a disaggregate of the budget line Office Maintenance by \$4,000.00.
		Janitorial Supplies is a disaggregate of the budget line Office Supplies. It is intended for the procurement of the following:  Tide Soap, Napkins, Hand Liquid Soap, Glass Cleaner, clora, Towel, Clora, Brooms, etc. It is also a disaggregate of the following:
	ramico lai supplies	Office Maintenance by \$10,000.00
16   IFB NO/LIBTELCO/SBA/RFQ/005/019/020	Security Guard Service	This contract package procures the services of a security firm to protect and guard facilities of the entity. It is charged to the line Hired Security.
	Vehicles License Fee & Registration	This contract package is intended to register and obtain licenses for twenty (20) vehicles: 7 sedans, 2 buses, 6 pickups, 4 tru SUV from the Ministry of Transport. It is charged to the budget line item License Fees & Registration.
	Electricity	This contract package procures electricity from LEC. It is charged to the budget line Hillities-Flectricity
	Life Insurance	This contract package is intended to procure life insurance from only one supplier which is National Social Security (NASSCC 240   IRTFI CO Employees It is charged to the hindred line it as Social Security (NASSCC)
		The second of the second security contribution.

Prepared by: \_

Al Josephus Taybior

Date

Approved by:

Head of Procurement Unit

Cutched 242019

Head of Entity/Chairman Proc. Cmttee

Richmond N. Tobii