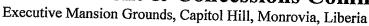


Republic of Liberia

Public Procurement & Concessions Commission





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

Ref. PPCC/RL/CEO/0487/'19

September 13, 2019

Dr. James F. Kollie COMMISSIONER Liberia Maritime Authority Republic of Liberia

Dear Dr. Kollie:

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 Maritime Authority SBA and Non SBA 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 LMA'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 Y

Jargbe Rose in Jagbe Kowo (Att CHIEF EXECUTIVE OFFICER

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

Liberia Maritime Authority Procurement Plan(SBA Core Budget) Source of Funding: Corporate Budget July 1, 2019- June 30, 2020

	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned				
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			IFB NO. LIMA/SBA/RB/002/19/20			IFB NO. LIMA/SBA/NCB/004/19/20			IFB NO. LIMA/SBA/NCB/003/19/20			IFB NO. LIMA/SBA//NCB/ 002/19/20			IFB NO. LIMA/SBA/RB/001/19/20			IFB NO. LIMA/SBA/NCB/001/19/20		Code	Cal	
2			Vehicle Insurance Service			Printing & Binding Service			Scratch Cards			Stationery Supplies			Petroleum Product (Diesel & Gasoline)			Vehicle Rental Service		Package		
			K-6512			C-1811			J-6190			G-4761			G-4661			N-7710	Codes	Activity		
			1 Firm			Assorted			9,036 @ \$5,00			Assorted			49,251 Gals @ \$4.00			8 Vehicles		QIY		
4000			\$9,000.00			\$30,000.00			\$45,180.00			\$25,000.00			\$197,004.00			\$29,445.00		Est. cost (USD) Procurement method	DADIC DAIA	DACIC DATA
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			5/1/2019			5/1/2019			5/1/2019			5/1/2019			5/1/2019			5/1/2019	Drawing	Tech. Spec/BOQ/		
			5/8/2019			5/13/2019			5/13/2019			5/13/2019			5/13/2019			5/13/2019	Document	Preparation of Bidding		
			5/15/2019			5/22/2019			5/22/2019			5/22/2019			5/22/2019			5/22/2019	7	PC Approval- 1 Bid		
			5/22/2019			5/31/2019			5/31/2019			5/31/2019			5/31/2019			5/31/2019		Bid Invitation & Release Doc		
			6/5/2019			6/28/2019			6/28/2019			6/28/2019			6/28/2019			6/28/2019		Bid Invitation Bid/Submission & Release Doc /Public, Opening		
			6/12/2019			7/18/2019			7/18/2019			7/18/2019			7/18/2019			7/18/2019	Evaluation Report	Submission of Bid		
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		., -, -, -,	7/3/2019			8/6/2019			8/6/2019			8/6/2019			8/6/2019			8/6/2019	d	Contaact Award/Signature	IMPLEMENTATION DATAS	
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		1	6/30/2020			6/30/2020			6/30/2020			6/30/2020			6/30/2020		- 1	6/30/2020	(substantial completion)	Delivery/		Character of the last of the l
		- 1	6/30/2020			6/30/2020		- 1	6/30/2020			6/30/2020			6/30/2020			6/30/2020	Payment	Acceptance & Final		The same of the sa
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PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT ALEXANDER B. MITCHELL

APPROVAL: ----

Mayberton 7/13/19

Liberia Maritime Authority
Procurement Plan(SBA Core Budget)
Source of Funding: Corporate Budget
July 1, 2019- June 30, 2020

PREPARED BY: PROCL		Planned	Actual	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned				1
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REMENT UNIT	Grand total	Medical & Life Insurance		Surviliance Monitoring Equipment	om in the state of		Legal Service			Security Guard Service		Catering & Hall Rental Services			Maintenance Machinery & Equipment			Repairs & Maintenance			Air Ticket		Contract Package		4
MISSIONERO		K-6511		J-6130			M-6910			N-8010		J-6190 L-6810			S-9511			F-4100			N-7911		Business Activity		5
		1 Firm		Assorted			1 Firm			1 firm		1 Firm			1 Firm			4 Building			Assorted		QIY		6
	\$588,777.00	\$92,208.00		\$16,940.00			\$43,500.00			\$16,800.00		\$26,950.00			\$15,000.00			\$15,000.00			\$26,750.00		Est. cost (USD) Procurement method	BASIC DATA	7
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WES F. KOLL HEAD OF		5/1/2019		5/1/2019			N/A			5/1/2019		5/1/2019			5/1/2019			5/1/2019			5/1/2019	9	Tech. Spec/BOQ/		9
S DR. AMES F. KOLEE JR. MINISSOMPR/ HEAD OF THE PROCUREMENT COMMITTEE		5/13/2019		5/13/2019			N/A			5/13/2019		5/13/2019			5/13/2019			5/13/2019			5/13/2019	Document	P		10
S INT COMMITTEE		5/22/2019		5/22/2019			N/A			5/22/2019		5/22/2019			5/22/2019			5/22/2019			5/22/2019	Specs) 11
		5/31/2019		5/31/2019			N/A			5/31/2019		5/31/2019			5/31/2019			5/31/2019			5/31/2019		Bid Invitation & Release Doc		12
APPROVAL:		6/28/2019		6/28/2019			6/28/2019			6/28/2019		6/28/2019			6/28/2019			6/28/2019			6/28/2019		PC Approval- Bid Invitation Bid/Submission 1 Bid & Release Doc / Public, Opening		13
		7/18/2019		7/18/2019			7/19/2019			7/18/2019		7/18/2019			7/18/2019			7/18/2019			7/18/2019	Report			14
		7/25/2019		7/25/2019			7/25/2019			7/25/2019		7/25/2019			7/25/2019			7/25/2019			7/25/2019	Report	T	100	15
		8/6/2019		8/6/2019			8/6/2019			8/6/2019		8/6/2019		-1-1-	8/6/2019			8/6/2019			8/6/2019		Contaact Award/Signature	IMPLEMENTATION DATAS	16
Date: August 6, 2019		N/A		N/A			N/A			N/A		N/A			N/A			N/A			N/A	(Mobilization)	Advance Payment		17
\$		6/30/2020		6/30/2020			6/30/2020			6/30/2020		6/30/2020		0,00,2020	6/30/2020			6/30/2020			6/30/2020	(substantial completion)	Delivery/ Inspection		18
2019		6/30/2020		6/30/2020			6/30/2020			6/30/2020		6/30/2020		0/00/2020				6/30/2020			6/30/2020	Payment	Acceptance & Final	ET.	
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William.

Liberia Maritime Authority Procurement Plan SBA Core Budget Explanatory Note Fiscal Year 2019/2020

	This contract package derived from budgetary line Medical and life insurance for which the Authority intends to procure Medical and Insurance for Two Hundred Fifty (250) Employees, \$92,208.00	Medical And Life Insurance	IFB NUL LIMA/SBA/RB/DUZ/19/20	14	
Contract Package Code Contract Package Contract Package Contract Package Contract Package Vehicle Remtal Service	This purcurable is drawn from the budgetary line Comminucation, Surveillance & Monitoring Equipmen which is intended to maintain the surveillance and monitoring on those Comminucation's equipments donated to the Authority by the International Maritime Organization (IMO) to monitor the West African marine activities and to maintain its Comminucation's tower, \$16,940,00	Comminucation Surveillance Monitoring Equipment	TE NO. LINEA (SEA) TO DOOLLO (SEA	1	
Contract Package Code FB NO. LIMA/SBA/NCB/001/19/20 Vehicle Rental Service FB NO. LIMA/SBA/RB/001/19/20 Petroleum Product FB NO. LIMA/SBA/NCB/001/19/20 Stationery Supplies FB NO. LIMA/SBA/NCB/001/19/20 Stratch Cards FB NO. LIMA/SBA/NCB/004/19/20 Printing & Binding FB NO. LIMA/SBA/NCB/005/19/20 Printing &	This Contract Package was drawn from the budgetary line item Professional services. The Authority intends to maintain one (1) legal firm (International Law Group Inc.) ILG, for its legal affairs, This firm has been the Authority's legal representitive since 2009 when the Authority reciept an no objection from PPC to hire a legal firm and the Authority intend to maintain this firm because of the confidentialty nature of its legal affairs\$43,500,00	Legal Service	IFB NO. LINIA/SBA/SS/UUI/IS/20	ž .	
Contract Package Code First No. LiMa/Sba/NCB/001/19/20 First No. LiMa/Sba/NCB/001/19/20 First No. LiMa/Sba/NCB/ 002/19/20 First No. LiMa/Sba/NCB/ 002/19/20 First No. LiMa/Sba/NCB/004/19/20 First No. LiMa/Sba/NCB/005/19/20 First No. Lima/	This is derived from the budgetary line Item Security Guard Services and the Authority Intends to hire Security firm to protect the premises of the Authorit \$16,800.00	Security Guard Service	IFB NO. LIMA/SBA/NCB/009/19/20	3 =	
Contract Package FB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/RB/001/19/20 IFB NO. LIMA/SBA/RB/001/19/20 IFB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/NCB/005/19/20	Catering service, derived from the budgetary line item Workshops , Conferences, Hall remai \$20,950.00. and added Entertainment \$6,000.00 which sums up \$26,950.00 The Authority can not predict the amount of conferences/workshops or quantify them.	Catering / Hall rental Servies	IFB NO. LIMA/SBA/NCB/008/19/20	10	
Contract Package Code IFB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/RB/001/19/20 IFB NO. LIMA/SBA/NCB/ 002/19/20 IFB NO. LIMA/SBA/NCB/ 002/19/20 IFB NO. LIMA/SBA/NCB/ 002/19/20 IFB NO. LIMA/SBA/NCB/004/19/20 IFB NO. LIMA/SBA/NCB/004/19/20 IFB NO. LIMA/SBA/NCB/004/19/20 IFB NO. LIMA/SBA/NCB/005/19/20 Repairs and Maintenance Civil	This procurable was drawn from the budgetary line Maintenance, Assorted, because the Authority must carry out equipment maintenance services when th need arises. \$15,000,00USD	repairs and Maintenance Machinery & office Equipment	IFB NO. LIMASBA/NCB/ 007/19/20		4
Contract Package Code IFB NO. LIMA/SBA/NCB/001/19/20 IFB NO. LIMA/SBA/RB/001/19/20 IFB NO. LIMA/SBA/RB/001/19/20 IFB NO. LIMA/SBA/NCB/ 002/19/20 IFB NO. LIMA/SBA/NCB/ 002/19/20 IFB NO. LIMA/SBA/NCB/004/19/20 IFB NO. LIMA/SBA/NCB/005/19/20	This procurable was drawn from the budgetary line Maintenance. The Authority intends to maintain and repair their existing 4 facilities/buildings used by the Authority. When the need arises, the Authority must carry out regular maintenance services as may be required. \$15,000,00USD	Repairs and Maintenance Civil	IFB NU. LIMA/SBA/NCB/006/19/20		0
Contract Package Code IFB NO. LIMA/SBA/NCB/001/19/20 Vehicle Rental Service Vehicle Rental Service Petroleum Product IFB NO. LIMA/SBA/NCB/001/19/20 Stationery Supplies IFB NO. LIMA/SBA/SS/001/19/20 Scratch Cards IFB NO. LIMA/SBA/NCB/004/19/20 Printing & Binding Vehicle Insurance	This Contract Package is derived from the budgetary line item Means of Foreign travel. The Authority intends to procure Air Tickets at the cost of \$26,750.0 for staff traveling for conferences and workshops at the IMO Headquarters in London, England, RMU in Accra. Ghana. etc.	Air Ticketing	IFB NU. LIMA/SBA/NCB/005/19/20		
Contract Package Code IFB ND. LIMA/SBA/NCB/001/19/20 Vehicle Rental Service Vehicle Rental Service Vehicle Rental Service Vehicle Rental Service Petroleum Product IFB ND. LIMA/SBA/NCB/002/19/20 Stationery Supplies IFB ND. LIMA/SBA/SS/001/19/20 Scratch Cards IFB ND. LIMA/SBA/NCB/004/19/20 Printing & Binding	This procurable was drawn from the budgetary line Vehicle insurance. The Authority intends to insure Ten (10) utility vehicles under Comprehensive Coverage. \$9,000,00	Vehicle Insurance	IFB NU. LIMA/SBA/RFQ/001/19/20		1 0
Contract Package Code FB NO. LIMA/SBA/NCB/001/19/20 Vehicle Rental Service Stationery Supplies FB NO. LIMASBA/NCB/002/19/20 Stationery Supplies FB NO. LIMA/SBA/SS/001/19/20 Scratch Cards	This procurable was drawn from the budgetary line Printing and Binding. Assorted, because the Authority does not know the quantities of documents that the binded and/or printed for this fiscal year. However, this amount is allocated for printing and binding of the following items (a) Certificates (b) LIMA Acts Annual Reports (Liscr Agreement), etc. \$30,000.00USD	Printing & Binding	IFB NO. LIMA/SBA/NUB/OM/19/20		· U
Contract Package Code IFB NO. LIMA/SBA/NCB/001/19/20 Vehicle Rental Service Stationery Supplies	This contract package is drawn from the budgetary line Communication. The Authority intends to procure scratch cards for its staff's communication purpo \$45,180.00 @\$5.00=9,036 pcs	Scratch Cards	ILD NO THATA (20'S PRIOR (20'S		n 4
IFB NO. LIMA/SBA/NCB/001/19/20 Contract Package Code Vehicle Rental Service Vehicle Rental Service Petroleum Product Petroleum Product	This procurable was drawn from the budgetary line Stationery and supplies \$53,560.00 The Authority Intends to purchase: (a) 20 pks pens, (b) 20 pks penc (c) 30 Record Books (D) A4 paper 100 boxes, (e) Legal paper 50 boxes, 25 boxes folders, (f) 25 boxes manilia folders, (g) 25 boxes envelope, (h) 50 pcs Printe Cartridges, etc.\$25,000.00.00, Janitorial Supplies \$15,000.00 and Canteen supplies \$13,560.00	Stationery Supplies	IEB NO. 1 INA (ED A (ED A) (CO	2 0	
Contract Package Code Contract Package IFB NO, LIMA/SBA/NCB/001/19/20 Vehicle Rental Service	This procurable derived from the budgetary line Fuel Generator & Vehicle.; The Authority intends to purchase 10,500 gallons of fuel for its generators and utility vehicles; and 387.51 gallons gasoline for its personnel. \$197,004.00.00 @ \$4.00 =449251, Gals	Petroleum Product	IFB NO. LIMA/SBA/RB/001/19/20	0 6	
Contract Package Code Contract Package	This object of procurement is drawn from the budgetary line Transportation: Assorted, because this event occurs when the Authority must rent vehicles for international staffers, Guests, Inspections, etc. \$29,445.00	Vehicle Rental Service	IFB NO. LIMA/SBA/NCB/001/19/20		
	Content of Contract Parkage	Contract Package	Contract Package Code	NO.	1

PREPARED BY:

ALEXANDER B. MITCHELL
PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

COMMISSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: ----

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Its legal affairs. -\$43,500.00

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