



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/310/'22

May 23, 2022

Prof. Francis F. Wreh

DIRECTOR GENERAL

Liberia Institute of Statistics & Geo-Information Services (LISGIS)

Republic of Liberia

Dear Hon. Wreh:

Subject: **RECEIPT AND APPROVAL OF LIBERIA INSTITUTE OF STATISTICS & GEO-INFORMATION SERVICES FOR ITS SPECIAL PROJECT 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 Institute of Statistics & Geo-Information Services National Population and Housing Census (NPHC) Procurement Plans for Fiscal Year 2022, in accordance with **Section 40 (3)** of the PPCA, 2010.

The Commission wishes to inform the LISGIS that its 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 Plans. **upon conclusion of stipulated processes.**

The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. 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 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.

Sincerely Yours,


Judge Roseline Nagbe-Kofo (Atty).
CHIEF EXECUTIVE OFFICER

Liberia Institute of Statistics & Geo-Information Services (LISGIS)
Special Project - National Population and Housing Census Procurement Plan (Non SBA)
Source of Funding: UNFPA (Census Basket Fund)
Fiscal Year 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
ITEM NO	PACKAGE NUMBER (CODE)	BASIC DATA			QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/ DRAWINGS	PREP OF BID DOCUMENT	PC APPROVAL- BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	IMPLEMENTATION DATES				CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
		CONTRACT PACKAGE	Business Activity code										PC SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVALUATION REPORT							
Planned Update	1	IFB No. LISGIS/NPHC/RFQ/01/2022	Repairs and Maintenance of Cartographic Equipment	C3314	1	1,000.00	RFQ	29-Apr-22	3-May-22	10-May-22	17-May-22	31-May-22	3-Jun-22	6-Jun-22	20-Jun-22	N/A	4-Jul-22	3-Aug-22			
Actual																					
Planned Update	2	IFB No. LISGIS/NPHC/RFQ/02/2022	Procurement of Assorted Stationery & Office Materials	G4761	Assorted	5,380.00	RFQ	29-Apr-22	3-May-22	10-May-22	17-May-22	31-May-22	3-Jun-22	6-Jun-22	20-Jun-22	N/A	4-Jul-22	3-Aug-22			
Actual																					
Planned Update	3	IFB No. LISGIS/NPHC/RFQ/03/2022	Procurement of Assorted Safety Materials	G4716		4,435.00	RFQ	29-Apr-22	3-May-22	10-May-22	17-May-22	31-May-22	3-Jun-22	6-Jun-22	20-Jun-22	N/A	4-Jul-22	3-Aug-22			
Actual																					
Planned Update	4	IFB No. LISGIS/NPHC/RFQ/04/2022	Procurement of Anti-Virus licenses	J-0209		4,000.00	RFQ	29-Apr-22	3-May-22	10-May-22	17-May-22	31-May-22	3-Jun-22	6-Jun-22	20-Jun-22	N/A	4-Jul-22	3-Aug-22			
Actual																					
Planned Update	5	IFB No. LISGIS/NPHC/SS/02/2022	MDM Subscription		1-Firm	7,500.00	SS	11-Apr-22	11-Apr-22	11-Apr-22	N/A	N/A	N/A	N/A	11-May-22	N/A	10-Jun-22	8-Jul-22			
Actual																					
SUB-TOTAL -Updated						22,315.00															

Signature: 
T. Monroe Weiro
Procurement Director

Date: May 21, 2022

Approved by: 
Prof. Francis F. Weira
Director General/ Chairman PC.

Date: May 21, 2022




may 23/2022

May 23, 2022

Liberia Institute of Statistics and Geo-Information Services (LISGIS)
Special Project-National Population and Housing Census (NPHC)
Procurement Plan (Non-SBA) Notes
Source of Funding: UNFPA (Census Basket Fund)
Fiscal Year: 2022

Item No	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
1.	IFB No. LISGIS/NPHC/RFQ/01/2022	Repairs and Maintenance of Cartographic Equipment	This package is intended for the hiring of a firm to perform Repairs and Maintenance services of LISGIS' Cartographic Equipment
2.	IFB No. LISGIS/NPHC/RFQ/02/2022	Procurement of Assorted Stationery & Office Materials	This Package is intended for the procurement of Power extension cords, permanent markers, other assorted stationery items, and office materials for the main census training and field activities.
3.	IFB No. LISGIS/NPHC/RFQ/03/2022	Procurement of Assorted Safety Materials	This package is intended to purchase concertina wire for LISGIS' fence, 9kg ABC Fire extinguisher, pallet Jacks, and Ladders for the institution.
4.	IFB No. LISGIS/NPHC/RFQ/04/2022	Procurement of Anti-Virus licenses	This package is intended to procure 200 Anti-Virus (Quick-Heal Total Security) licenses for LISGIS' computers.
5.	IFB No. LISGIS/NPHC/SS/02/2022	MDM Subscription	This package is intended to procure endpoint Mobile Device Management (MDM) software (Team Viewer Tensor) and subscriptions for five (5) regional ICT Administrators. It comes from the budget line "procure ICT/Office Equipment". Our market research revealed that Byte Data Solutions Inc. is the only authorized and registered agent of the main service provider, Team Viewer (a German Based Company)

Prepared By: _____

T. Monroe Wesso
Procurement Director

Date: _____

May 2, 2022



Handwritten signature and date:
May 23/2022