

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/0934/'19

December 18, 2019

Hon. James F. Kollie
COMMISSIONER
Liberia Maritime Authority
Republic of Liberia
Dear Hon. Kollie:

Subject: <u>RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT</u> <u>PLANS FOR FISCAL YEAR 2019/2020</u>

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the **Liberia Maritime Authority** Procurement Plan (*Goods. Works and Services*) for Fiscal Year 2019/2020 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission wishes to inform the Liberia Maritime Authority that its Procurement Plan has been forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans.

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.

19 agget

CHIE

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

IFB NO. LIMA/RFQ/002/19/20 Office Furniture Security Supplies & Materials Courier Service Press & Public Relation Internet Connectivity Contract Package Generator Activity Codes C-3100, G-4759 H-5320 C-1392 J-6110 J-5813 Assorted Assorted Assorted OTY 1 Firm RFQ Est. cost (USD) \$27,000.00 \$19,420.00 \$21,600.00 \$9,380.00 \$3,500.00 Procurement method NCB RB RFQ. NCB Spec/BOQ/ 5/1/2019 5/1/2019 Drawing 5/1/2019 5/1/2019 Tech. N/A Preparation of Document Bidding 5/13/2019 5/13/2019 5/8/2019 5/8/2019 N/A Doc/Tech. Specs 5/15/2019 5/15/2019 5/22/2019 5/22/2019 1 Bid N/A

Update Actual

IFB NO. LIMA/NCB/002/19/20

Update

IFB NO. LIMA/RFQ/001/19/20

Update

IFB NO.LIMA/SS/001/19/20

Actual Update Planned

IFB NO. LIMA/NCB/001/19/20

No.

Code

Actual Update

IFB NO. LIMA/NCB/003/19/20

Maintenance (Spare Parts)

C-3314

4 Pieces

\$20,000.00

5/1/2019

5/13/2019

5/22/2019

5/31/2019

6/28/2019

7/18/2019

7/25/2019

8/6/2019

6/30/2020

6/30/2020

5/31/2019

6/28/2019

7/18/2019

7/25/2019

8/6/2019

6/30/2020

6/30/2020

5/22/2019

6/5/2019

6/12/2019

6/19/2019

7/3/2019

6/30/2020

6/30/2020

5/22/2019

6/5/2019

6/12/2019

6/19/2019

7/3/2019

6/30/2020

6/30/2020

Sub Total

\$100,900.00

COMPTSSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

PREPARED BY:

PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

ALEXANDER B. MITCHELL

12/17/19 Date:

July 1, 2019- June 30, 2020

Liberia Maritime Authority
Procurement Plan (Non SBA Core Budget)
Source of Funding: Corporate Budget

10

PC Approval-

& Release Doc

Bid/Submission Submission PC Approval-/Public. Opening of Bid 2 of Bid

14

15

IMPLEMENTATION DATAS

17

18

19

Evaluation Evaluation

Award/Signature Contract

(Mobilization) Payment Advance

(substantial completion Inspection Delivery/

Payment

Acceptance & Final

Remarks

Report

Report

5/31/2019

6/28/2019

7/18/2019

7/25/2019

8/6/2019

6/30/2020

6/30/2020

6/28/2019

7/19/2019

7/25/2019

8/6/2019

N/A

6/30/2020

6/30/2020

Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned					1	
		23			12			10			9			œ			7		No.	Item		2	
		IFB NO. LIMA/NCB/008/19/20 Canteen Supply			IFB NO. LIMA/NCB/007/19/20			IFB NO. LIMA/NCB/ 006/19/20			IFB NO. LIMA/NCB/ 005/19/20			IFB NO. UMA/RFQ/003/19/20			IFB NO. LIMA/NCB/004/19/20			Code		Çui	
		Canteen Supply			Janitorial Supplies			Computer			Office Equipment			Forwarding Frieght & Handling			Rice			Contract		a.	
		G-4781			T-9810			G-4651			G-4652			H-5120			G-4630		Activity Codes	Business		5	
		Assorted			Assorted			12 pieces			Assorted			Assorted			2,996 bags @ \$15.00			QTY		0	w
		\$13,568.00			\$15,000.00			\$12,600.00			\$15,000.00			\$3,000.00			\$44,640.00			Est. cost (USD)	BASIC DATA	7	
		NCB			NCB			NCB			NCB			RFQ			NCB		method		ITA	00	
		5/1/2019			5/1/2019			5/1/2019			5/1/2019			5/1/2019			5/1/2019		Spec/BOQ/Drawing			9	
		5/13/2019			5/13/2019			5/13/2019			5/13/2019			5/8/2019			5/13/2019		Bidding Document			10	
		5/22/2019			5/22/2019			5/22/2019			5/22/2019			5/15/2019			5/22/2019		Specs	PC Approval-1			Source of Funding July 1, 2019- June
		5/31/2019			5/31/2019			5/31/2019			5/31/2019			5/22/2019			5/31/2019		Release Doc	No		12	Source of Funding: Corporate Budget July 1, 2019 June 30, 2020
		6/28/2019			6/28/2019			6/28/2019			6/28/2019			6/5/2019			6/28/2019		Opening	Bid/Submission /Public. Submission of Bid PC Approval-2 of		13	get
		7/18/2019			7/18/2019			7/18/2019			7/18/2019			6/12/2019			7/18/2019		Evaluation Report	Submission of Bid		14	
		7/25/2019			7/25/2019			7/25/2019			7/25/2019			6/19/2019			7/25/2019		Bid Evaluation Report	PC Approval-2 of		15	
		8/6/2019			8/6/2019			8/6/2019			8/6/2019			7/3/2019			8/6/2019		Award/Signature		IMPLEMENTATION DATAS	16	
		N/A			N/A			N/A			N/A			N/A			N/A		(Mobilization)	Advance Payment	W DATAS	17	
		A 6/30/2020			A 6/30/2020			A 6/30/2020			A 6/30/2020			A 6/30/2020			A 6/30/2020	compietion)	Inspection (substantial			7 18	
		0 6/30/2020			0 6/30/2020			0 6/30/2020			0 6/30/2020			0 6/30/2020			0 6/30/2020		Payment	Acceptance & Final		3 19	
																				Remarks			

12/17/19

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BY:

ALEXANDER B. MITCHELL

PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

	Actual	Update	Planned	Actual	Update	Planned	Actual	Update	Planned			1
			ᅜ			14			ㅂ	No.		2
			IFB NO. LIMA/ICB/001/19/20			IFB NO. LIMA/NCB/010/19/20			IFB NO. LIMA/NCB/009/19/20	Code		3
Grand Total			Headquarter Construction & Achiltecture			Generator			Vehide Maiintenance Service	Contract Package		
			F-4100			J-6130			G-4520	Business Activity Codes		US
			1 Compound			1 Pc			1 firm	ηγ		6
\$795,702.00			\$550,000.00			\$11,000.00			\$30,000.00	Est. cost (USD)	BASIC DATA	7
			ICB			NCB			NCB	Procurement method	ATA	OB.
			5/1/2019			5/1/2019			5/1/2019	Tech. Preparation of Spac/BOQ/Drawing Bidding Document		9
			5/13/2019			5/13/2019			5/13/2019			10
			5/22/2019			5/22/2019			5/22/2019	PC Approval-1 Bid Doc/Tech. Specs		11
			5/31/2019			5/31/2019			5/31/2019	Bid levitation & Release Doc		12
			7/18/2019			6/28/2019			6/28/2019	Bid/Submission /Public. Submission of Bid PC Approval-2 of Copening Evaluation Report Bid Evaluation Report Report		13
			7/25/2019			7/18/2019			7/18/2019	Submission of Bid Evaluation Report		M
			8/6/2019			7/25/2019			7/25/2019	PC Approval-2 of Bid Evaluation Report		15
			8/15/2019			8/6/2019			8/6/2019	Costaact Award/Signature	IMPLEMENTATIO	16
			N/A			N/A			N/A	Advance Payment (Mobilization)	ON DATAS	17
			6/30/2020			6/30/2020			6/30/2020	Delivery/ Inspection (substantial completion)		18)
			6/30/2020			6/30/2020			6/30/2020	Acceptance & Final Payment		19
										Remarks		20

12/12/19

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

This contract package is a budgetary lineStationery Supplies , this Supplies in intended to procure Jankorial materials for the Authority use. \$15,000.00	Janitorial Supplies	IFB NO. LIMA/NCB/007/19/20	11
This contract package is a budgetary line item Computer and Accessories. The Authority intends to procure 10 Desk Tops, 7 Laptop, 3 Drive Software, 25 users Antivirus, network cable, channel, routers etc. \$12,600.00	Computer	IFB NO. LIMA/NCB/ 006/19/20	10
This object of procurement is drawn from the budgetary: Machinery and Office Equipment for which the Authority intends to procure 6 office ice boxes, 15 air conditioners, 10 televisions, 10 photo copy machines, 15 paper shedders, 5 Office safes, 15 preculators, etc. \$15,000.00	Office Equipment	IFB NO. LIMA/NCB/ 005/19/20	9
Assorted, because these are unforeseen circumstances that may occur and must be handled by The Authority on a needs basis, \$3,000.00	Forwardin Freightg & Handling Service	IFB NO. LIMA/RFQ/003/19/20	CO
This Contract Package is derived from the budgetary line Other Benefits and is intended to procure Two thousand Nine Hundred seventy six (\$2,996 @15.00) bags of 25kg rice for LIMA staff at the end of every month. (\$44,640.00)	Rice	IFB NO. LIMA/NCB/004/19/20	7
This contract package is derived from the budgetary line. Generator Maintenance and is intended to procure spare parts for LIMA's own Generators at the end of every month. LIMA's Maintenance team maintained the Authority's generators. \$20,000.00	Generator Maintenance (Spare Parts)	IFB NO. LIMA/NCB/003/19/20	0
This is contract package is derived from the budgetary line Security Materials & Supplies and is intended to procure Security uniforms including boots, hand cuffs, rain suits, and other security materials. \$19,420.00	Security Supplies & Materials	IFB NO. LIMA/NCB/002/19/20	G
This contract package derived from the budgetary line Furniture & Fixture. The Authority Intends to purchase 10 Desk chairs, 5 Office desk, 15 carbinets, 10 Box shelves 30 visitor chairs 15 windows blinds etc., \$9,380.00	Office Furniture	IFB NO. LIMA/RFQ/002/19/20	4
This contract package was drawn from the budgetary line Postage & Courier which is intended for posting & receiving of (a.) Mails (b) Parcels etc \$3,500.00	Courier Service	IFB NO. LIMA/RFQ/001/19/20	w
This contract package derived from the budgetary line Subscription. The Authority intends to subscribe Libteico for internet connectivity service, which is the only source provider of such services for the government of Liberia. \$21,600.00	Internet Connectivity	IFB ND.LIMA/SS/001/19/20	2
This procurable derived from the budgetary line press & public relations and it is assorted: Because of Press conferences, publication on radio and in the print media are unforessen circumstances and events that occur, sometimes on a daily basis, \$27,000.00	Press & Public Relations	IFB NJ. LIMA/NCB/001/19/20	1
Content of Contract Package	Contract Package	Contract Package Code	NO.

APPROVED BY:

APPROVED BY:

DR. JAMES F. KOLLIE JR.

LONGING STANKES F. KOLLIE JR.

LONGING S

PREPARED BY:

ALEXANDER B. MITCHELL
ALEXANDER J HEAD OF PROCUREIZIEN I UNIT

APPROVAL: -----

DATE:----

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

	19	18	17	16	15 IFB	14 IFB	13 FB	12 IFB	NO.
					IFB NO. LIMA/ICB/001/19/20	IFB NO. LIMA/NCB/010/19/20	IFB NO. LIMA/NCB/009/19/20	IFB ND. LIMA/NCB/008/19/20	Contract Package Code
	Board Related Fees	Rent	Electricity	Water	Headquarter Construction & Architecture	Office Generator	Vehicle Maintenance Service	Canteen Supply	Contract Package
200000	Cash pay to each board member as sitting fees after every board meetingsand other related Board matters . \$88,000.00	Cash pay on the Authority's rental lease agreement \$57,000.00	Cash to be paid to the Liberia Electricity Corporation (LEC) as electricity bills. (\$24,000.00)	Cash to be paid to the Liberia Water & Sewer Corporation (LWSC) as water & sewer bills. (\$7,200.00)	The Authority has a need for this contract package because there is a ongoing construction work for the Authority's headquarter since 2014, therefore, \$550,000.00 was allocated from budetary line Headquarter Construction & Architecture, for additional funding intended for the on-going construction and architectural work.	This procurable is drawn from the budgetary line Ofice Generator which the Authority intend to procureone (1) generator to be used as stand by for MRMRCC. \$11,000.00	This object of procurement is drawn from the budgetary line Maintenance: This is the cost the Authority intend to expand for maintaining Ten (10) Utility vehicles. \$30,000.00	The Authority has a need for this contract package therefore, \$13,568.00 was allocated from budetary line Stationery and Supplies for Canteen Supply, which is intended for the purchase soft drinks, water, milk, juices, sugar, coffee, etc., to be used for comsumption by LIMA staff.	Content of Contract Package

PREPARED BY:

ALEXANDER B. MITCHELL

ALEXANDER J. HEAI PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

OR. JAMES F. KOLLÏE JR.

COMINISSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: ----

1.2/17/19