



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: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLANS FOR FISCAL YEAR 2019/2020**

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.

Sincerely Yours


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

[illegible]


Date:-----

Dec 18/2019
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Liberia Maritime Authority
 Procurement Plan (Non SBA Core Budget)
 Source of Funding: Corporate Budget
 July 1, 2019 - June 30, 2020

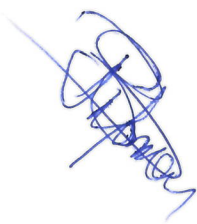
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATA									
Item No.	Code	Contract Package	Business Activity Codes	QTY	Est. cost (USD)	Procurement method	Spec/Doc/Forwng	Tech.	Preparation of Bidding Document	PC Approval - 1 Bid Doc/Tech. Specs	Bid Invitation & Release Doc	Bid/Proposal/Public Opening	Submission of Bid Evaluation Report	PC Approval - 2 of Bid Evaluation Report	Contract Award/Signature	Advance Payment (Mobilization)	Delivery/ Inspection (substantial completion)	Acceptance & Final Payment	Remarks
Planned	7	IFB NO. LIMA/NCB/004/19/20	Rice	2,996 bags @ \$15.00	\$44,640.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
Planned	8	IFB NO. LIMA/RFO/003/19/20	Forwarding Freight & Handling	Assorted	\$3,000.00	RFO		5/1/2019	5/18/2019	5/15/2019	5/22/2019	6/5/2019	6/12/2019	6/19/2019	7/3/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
Planned	9	IFB NO. LIMA/NCB/005/19/20	Office Equipment	Assorted	\$15,000.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
Planned	10	IFB NO. LIMA/NCB/006/19/20	Computer	12 pieces	\$12,600.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
Planned	11	IFB NO. LIMA/NCB/007/19/20	Janitorial Supplies	Assorted	\$15,000.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
Planned	12	IFB NO. LIMA/NCB/008/19/20	Canteen Supply	Assorted	\$13,568.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
			Sub Total		\$103,808.00														

PREPARED BY: 
 ALSCHAUER B. MITCHELL
 PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

APPROVED BY: 
 DR. JAMES F. KOLLIE JR.
 COMMISSIONER/ HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: _____


Date: _____



6/17/19

Dec/18/2019
R. Maybank


1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA							IMPLEMENTATION DATA												
Item No.	Code	Contract Package	Business Activity Codes	QTY	Est. cost (USD)	Procurement method	Spec./DOC/Prequal	Tech.	Preparation of Bidding Document	PC Approval - 1 Bid Doc/Tech. Specs	Bid Invitation & Release Doc	Bid/Submission /Public Opening	Submission of Bid Evaluation Report	PC Approval - 2 of Bid Evaluation Report	Contract Award/Signature	Advance Payment (Mobilization)	Delivery/ Inspection (substantial completion)	Acceptance & Final Payment	Remarks
Planned	13	IFB NO. LIMA/NCB/09/19/20	Vehicle Maintenance Service	1 firm	\$90,000.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Planned	14	IFB NO. LIMA/NCB/010/19/20	Generator	1 Pc	\$11,000.00	NCB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	6/28/2019	7/18/2019	7/25/2019	8/6/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
Planned	15	IFB NO. LIMA/NCB/001/19/20	Headquarter Construction & Architecture	1 Compound	\$550,000.00	ICB		5/1/2019	5/13/2019	5/22/2019	5/31/2019	7/18/2019	7/25/2019	8/6/2019	8/15/2019	N/A	6/30/2020	6/30/2020	
Update																			
Actual																			
			Grand Total		\$735,708.00														

PREPARED BY: 
ALEXANDER B. MITCHELL
PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

APPROVED BY: 
DR. JAMES F. KOLLIE JR.
COMMISSIONER / HEAD OF THE PROCUREMENT COMMITTEE

APPROVAL: _____

Date: _____


12/17/19

Dec 18 / 2019


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

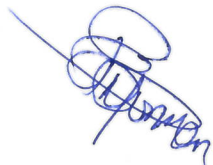
Contract Package Code		Contract Package	Content of Contract Package
1	IFB NO. LIMA/NCB/001/19/20	Press & Public Relations	This procurable derived from the budgetary line press & public relations and it is assorted: because of Press conferences, publication on radio and in the print media are unforeseen circumstances and events that occur, sometimes on a daily basis. \$27,000.00
2	IFB NO. LIMA/SS/001/19/20	Internet Connectivity	This contract package derived from the budgetary line Subscription. The Authority intends to subscribe Libtelco for Internet connectivity service, which is the only source provider of such services for the government of Liberia. \$21,600.00
3	IFB NO. LIMA/RFQ/001/19/20	Courier Service	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
4	IFB NO. LIMA/RFQ/002/19/20	Office Furniture	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
5	IFB NO. LIMA/NCB/002/19/20	Security Supplies & Materials	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
6	IFB NO. LIMA/NCB/003/19/20	Generator Maintenance (Spare Parts)	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
7	IFB NO. LIMA/NCB/004/19/20	Rice	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)
8	IFB NO. LIMA/RFQ/003/19/20	Forwardin Freightg & Handling Service	Assorted, because these are unforeseen circumstances that may occur and must be handled by The Authority on a needs basis. \$3,000.00
9	IFB NO. LIMA/NCB/ 005/19/20	Office Equipment	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 shredders, 5 Office safes, 15 preculators, etc. \$15,000.00
10	IFB NO. LIMA/NCB/ 006/19/20	Computer	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
11	IFB NO. LIMA/NCB/007/19/20	Janitorial Supplies	This contract package is a budgetary lineStationary Supplies , this Supplies in intended to procure Janitorial materials for the Authority use. \$15,000.00


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ALEXANDER B. MITCHELL
PROCUREMENT MANAGER / HEAD OF PROCUREMENT UNIT

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DR. JAMES F. KOLLIE JR.
COMMISSIONER / HEAD OF THE PROCUREMENT COMMISSION

APPROVAL:

DATE:.....



12/17/19

Dec/18/2019


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


Contract Package Code		Contract Package		Content of Contract Package
12	IFB NO. LIM/A/NCB/008/19/20	Canteen Supply		The Authority has a need for this contract package therefore, \$13,568.00 was allocated from budgetary 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 consumption by LIM/A staff.
13	IFB NO. LIM/A/NCB/009/19/20	Vehicle Maintenance Service		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
14	IFB NO. LIM/A/NCB/010/19/20	Office Generator		This procurable is drawn from the budgetary line Office Generator which the Authority intend to procure one (1) generator to be used as stand by for MRM/RCC. \$11,000.00
15	IFB NO. LIM/A/NCB/001/19/20	Headquarter Construction & Architecture		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 budgetary line Headquarter Construction & Architecture, for additional funding intended for the on-going construction and architectural work.
16		Water		Cash to be paid to the Liberia Water & Sewer Corporation (LWSC) as water & sewer bills. (\$7,200.00)
17		Electricity		Cash to be paid to the Liberia Electricity Corporation (LEC) as electricity bills. (\$24,000.00)
18		Rent		Cash pay on the Authority's rental lease agreement \$57,000.00
19		Board Related Fees		Cash pay to each board member as sitting fees after every board meetings and other related Board matters. \$88,000.00
20		Corporate Social Responsibility		Cash pay out to local organizations, communities, schools etc...as goodwill of the Authority in cases of disaster and other emergency. \$10,000.00

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APPROVAL:

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12/17/21

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