



Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref. PPCC/RL/CEO/1007/'20

January 27, 2020

Hon. Marie Urey Coleman

**MANAGING DIRECTOR**

Liberia Petroleum Refining Company

Republic of Liberia

Dear Hon. Urey:

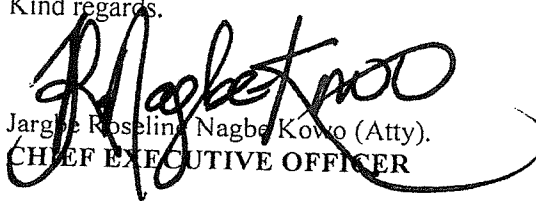
Subject: **RECEIPT AND APPROVAL OF SBA, NON SBA AND CONSULTANCY  
PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Liberia Petroleum Refining Company, 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 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 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.

  
Jargbe Roseline Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**

Liberia Petroleum Refining Company  
**PROCUREMENT PLAN FOR CONSULTANT (Non- SBA Core Budget)**  
Source of Funding: Fiscal Budget Internal Revenue  
Fiscal Year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO	BASIC DATA							IMPLEMENTATION DATES										
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/ PERSONS	ESTIMATE D COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSAL	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT ACT AWARD & SIGNING
PLANNED 1	RFP No.LPRC/ QCBS/001 /19/20	Monitoring & Supervision Services	M7490	1 Firm	300,000.00	QCBS	7/3/19	7/10/19	7/25/19	8/1/19	8/5/19	8/7/19	8/9/19	8/13/19	8/27/19	8/30/19	9/3/19	9/17/19
UPDATE																		
PLANNED 2	RFP No.LPRC/ QCBS/002 /19/20	ISPS Compliance Audit Service	M7490	1 Firm	63,000.00	QCBS	7/3/19	7/10/19	7/25/19	8/1/19	8/5/19	8/7/19	8/9/19	8/13/19	8/27/19	8/30/19	9/3/19	9/17/19
UPDATE																		
ACTUAL																		
PLANNED 3	RFP No.LPRC/ QCBS/003 /19/20	Legal Consultancy	M6920	1 Firm	40,000.00	QCBS	7/3/19	7/10/19	7/25/19	8/1/19	8/5/19	8/7/19	8/9/19	8/13/19	8/27/19	8/30/19	9/3/19	9/17/19
UPDATE																		
ACTUAL																		
SUB-TOTAL					403,000.00													

Prepared by:   
Prince W. Kiehl, Sr.  
Procurement Manager

Approved by:   
Marie Urey Coleman  
Chairperson - Procurement Committee

Date:   
J. Sam. 16



Liberia Petroleum Refining Company  
PROCUREMENT PLAN FOR CONSULTANT (Non- SBA Core Budget)  
Source of Funding: Internal Revenue  
Fiscal Year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/ PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	REQUEST FOR EXPRESSION OF INTEREST, if applicable					REQUEST FOR PROPOSALS AND APPROVAL OF AWARDS						
							PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSAL	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL-COMBINED EVALUATION REPORT	CONTRACT ACT & SIGNATURE
PLANNED	4	RFP No.LPRC/QCBS/004 /19/20	Financial Audit Services	M6920	1 Firm	100,000.00	QCBS	7/3/19	7/10/19	7/25/19	8/1/19	8/5/19	8/7/19	8/9/19	8/13/19	8/27/19	8/30/19	9/3/19
UPDATE																		
ACTUAL																		
GRAND TOTAL						503,000.00												

Prepared by:   
Prince W. Kieh, Sr.  
Procurement Manager

Approved by:   
Marie Urey Coleman  
Chairperson - Procurement Committee

Date: Jan 10, 2020





# Liberia Petroleum Refining Company

## Procurement Plan Explanatory Notes (Consultancy- Non SBA Core Budget) 2019-2020

Item No.	Contract Package	IFB Reference Numbers	Detailed Notes
1	Monitoring & Supervision Services	RFP No.LPRC/QCBS/001/19/20	This Contract package is intended to hire a Consulting Firm to do Vessel Inspection and provide monitoring and supervision services for Loading Rack monitoring in favor of the company.
2	ISPS Compliance Audit Service	RFP No.LPRC/QCBS/002/19/20	This Contract package is intended to hire a Consulting Firm to do International Sea Port Security (ISPS) consultancy for the company.
3	Legal Consultancy	RFP No.LPRC/QCBS/003/19/20	This Contract package is intended to hire a Consulting Firm to do legal consultancy for the company.
4	Financial Audit Services	RFP No.LPRC/QCBS/004/19/20	This Contract package is intended to hire a Consulting Firm to do Audit consultancy for the company.

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22/01/20

*[Handwritten signature]*  
22/01/2020  
Public Procurement Commissions Commission