

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/1573/'20

October 15, 2020

Hon. Marie Urey Coleman MANAGING DIRECTOR Liberia Petroleum Refining Company Republic of Liberia

Dear Hon. Colemen:

Subject: PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR

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 (LPRC) SBA, Non SBA and Consultancy Procurement Plans for FY 2020/2021 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 at http://ppcc.gov.lr/vr/index.php/documents.

Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for LPRC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 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 (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2020/2021.

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.

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Regulating and Manitoring Compliance with the Public Procurement And Concession Act of Liberia

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Prepared by:

Approved by:

Marie Urey Coleman
Chairperson - Procurement Committee

Prince W. Kieh, Sr.
Procurement Manager

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Fiscal Year: 2020/2021

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Prince W.Kieh, Sr.
Procurement Manager

Marie Urey Coleman
Chairperson - Procurement Committee

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Fiscal Year: 2020/2021

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Prepared by:

Approved by:

Marie Ùrey Coleman Chairperson - Procurement Committee

Prince W. Kieh, Sr.
Procurement Manager

Fiscal Year: 2020/2021

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IMPLEMENTATION DATES

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BASIC DATA

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Prepared by:

Prince W. Kieh, Sr.

Procurement Manager

Date:

Approved by:

Marie Urey Coleman
Chairperson - Procurement Committee

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Fiscal Year: 2020/2021

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Chairperson - Procurement Committee

Marie Urey Coleman

Procurement Manager Prince W. Kieh, Sr.

Fiscal Year: 2020/2021

IMPLEMENTATION DATES

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Prepared by:

Approved by:

Chairperson - Procurement Committee Marie Urey Coleman

Procurement Manager Prince W. Kieh, Sr.

Fiscal Year: 2020/2021

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Chairperson - Procurement Committee

Procurement Manager Prince W. Kieh, Sr.

Liberia Petroleum Refining Company PROCUREMENT PLAN (Non- SBA Core Budget)

Source of Funding: Internal Revenue Fiscal Year: 2020/2021

	ACTUAL	UPDATE	PLANNED		1
			31	NO.	2
9			IFB No.LPRC/ICB /001/20/21	PACKAGE NUMBER (CODE)	3
GRAND TOTAL			Property Insurance	CONTRACT PACKAGE	4
F			K6512	Business QT Acty. Code	5
			Firm	QTY	6
5,132,49 3.00			US\$2,600,000. 00	ESTIMATED COST (USD)	7
			ICB	PROCURE MENT MENTHOD	8
			6/8/20	TECHNICAL SPECS/BOQ/ DRAWINGS	9
			6/15/20	PREP. OF BID DOCUMENT	10
			6/29/20	PC APPROVAL- BID DOC/TECH SPECS	11
			6/30/20	BID INVITATION & RELEASE OF BID DOC.	12
			8/13/20	BID SUBMIS SION/PU BLIC OPENIN	13
			8/20/20	BID SUBMISSI SUBMIS ON OF SION/PU BID BLIC EVALUATIO OPENIN N REPORT	14
			8/24/20	PC APPROVAL- BID EVALUATIO N REPORT	15
			10/30/2	CONTR ACT AWAR D & SIGNIN G	16
			N/A	ADVANC E PAYMEN T (MOBILI ZATION)	17
			6/11/21	DELIVERY, INSPECTI ON (SUBSTAN TIAL COMPLET ION)	18
			6/30 21	ACC PTA CE { FIN# PAYI EN]	19

Prepared by:

Procurement Manager Prince W/ Kieh, Sr.

Approved by:

Marie Urey Coleman

Chairperson - Procurement Committee

Liberia Petroleum Refining Company Procurement Plan Explanatory Notes (Non-SBA Core budget) – 2020-2021

9	∞	7	6	O.	4	s.	2	1 P	Item No.
Server & UPS Purchase	Purchase of Loading Equipments	R & M Vehicle	Computers & Printers purchase	Vehicles Spare Parts purchase	Stationery & Office Supplies	Scratch Cards	Employee Rice Supply	Printing of Truck Loading Order (TLO)	Contract Package
IFB No.LPRC/NCB/009/20/21	IFB No.LPRC/NCB/008/20/21	IFB No.LPRC/NCB/007/20/21	IFB No.LPRC/NCB/006/20/21	IFB No.LPRC/NCB/005/20/21	IFB No.LPRC/NCB/004/20/21	IFB No.LPRC/NCB/003/20/21	IFB No.LPRC/NCB/002/20/21	IFB No.LPRC/NCB/001/20/21	IFB Reference Numbers
This Contract package is intended to procure server for the MIS Department and UPS for various sections at PST.	This Contract package is intended to procure Discharge Dock hoses, Gate valves & Stripping pump for the Jetty and the pipelines.	This Contract package is intended to hire a firm for the maintenance of vehicles for management runs.	This Contract package is intended to procure Desktop and Laptop Computers and Printers for the company use.	This Contract package is intended to purchase spare parts such as brake shoes, brake pads, Shock absorbers etc. for the repair of vehicles for management runs.	This Contract package is intended to purchase stationery materials such as sheets, toners, cartridges, inks, pens, markers, high litters, correction fluids, etc. for the company use.	This Contract package is intended to procure Scratch Cards for the company employees as benefits. (Lonestar & Orange Cards)	This Contract package is intended to purchase rice for LPRC employees as part of employees' monthly benefits.	This Contract package is intended to hire a firm to print Truck Loading Orders (TLO) for the loading of fuel tankers at the Loading Rack.	Detailed Notes





Liberia Petroleum Refining Company Procurement Plan Explanatory Notes (Non-SBA Core budget) – 2020-2021

			T			Т	T	Т	Т			1
20	19	18	17	16	15	14	13	12	E	10	Item No.	
Engineering Supplies	Building Materials	Event Catering	Fire Extinguishers & Supplies	Generator Maintenance	Boom & Accessories	Safety Equipment & Supplies	Office Furniture & Supplies	Cleaning Materials	Laboratory Equipment & Wares	Computers parts & supplies	Contract Package	7.10
IFB No.LPRC/RFQ/001/20/21	IFB No.LPRC/NCB/019/20/21	IFB No.LPRC/NCB/018/20/21	IFB No.LPRC/NCB/017/20/21	IFB No.LPRC/NCB/016/20/21	IFB No.LPRC/NCB/015/20/21	IFB No.LPRC/NCB/014/20/21	IFB No.LPRC/NCB/013/20/21	IFB No.LPRC/NCB/012/20/21	IFB No.LPRC/NCB/011/20/21	IFB No.LPRC/NCB/010/20/21	IFB Reference Numbers	I TOCHICHICH I IAH EXPIANATOI I TOTOS (FROM SEAT SOLVER COLOR COMESCO)
This Contract package is intended to procure hand lines, color cut	This Contract package is intended to procure materials such as wheel barrow, head pans, shovels etc. for the use of Building & Trade Unit at Maintenance.	This Contract package is intended to provide catering services for feeding of Vessel Dischargers and providing entertainment for Management.	This Contract package is intended to procure fire extinguishers etc. for the Fire Fighters at the LPRC.	This Contract package is intended for the maintenance of the gensets (1000, 625 and 300 KVAs).	This Contract package is intended to procure boom accessories for Health and Safety Environment Department to contained spillage of petroleum products onshore and offshore.	This Contract package is intended to procure Rain Gears (Rain Coat, Rain suits, Rain boots) etc. for the Workforce.	This Contract package is intended to procure Desks, Chairs, etc. for the company use.	This Contract package is intended to procure toiletries/cleaning materials, such as tissues, hand wash, air fresheners, etc. for the company.	This Contract package is intended to procure Laboratory equipments and supplies such as graduated cylinders, safety goggles, test tubes etc. for the company's Testing Laboratory.	This Contract package is intended to purchase hardware and software, computer parts etc. for the programming & repairing of the Company's Desktop and Laptop computers.	Detailed Notes	and and and

	31	2	30		29		28			27		26		24	75	24			23		22		21	
		Property Insurance	Vehicles purchase		Generator Purchase		Communication Equipment Maintenance			Environmental Safety supplies		Tank Seal Purchase			Fauinment Rental	IP camera cciviester	DO COTOTO		Electrical Maintenance Supplies		Photocopiei		Gas & Vapor detector	
		IFB No.LPRC/ICB/001/20/21	IFB No.LPRC/RB/001/20/21		IFB No.LPRC/RFQ/010/20/21		IFB No.LPRC/RFQ/009/20/21			II. D INC. PI MOUNT & GOOD POLE	IEB No I PRC/RFO/008/20/21	IFB No.LPRC/RFQ/007/20/21			IFB No.LPRC/RFQ/006/20/21	H C I TOLLE A COLOR & COLOR OF	IFB No I PRC/RFO/005/20/21		II D INC. DI NOTE AND THE PARTY OF THE PARTY	IER No I PRC/RFO/004/20/21		IFR No I.PRC/RFO/003/20/21	IFB No.LFRC/RFQ/802/20/21	1 T T T T T T T T T T T T T T T T T T T
)	insurance firm to provide Special Perils and General Liabilities of the company properties at PST, Bushrod Island and Ganta, Nimba County.	This Contract package is intended to hire the services of an	effective operation of the company.	Operations Company of the property vehicles for the	generator for the newly appointed Deputy Managing Director for	equipment for the company use.	dust cover, antenna, buttons etc. for the repair of Communication	in and around PST	Welding Rod etc. For the fabrication and erection of safety signs	steel pipes, angle irons, Steel plates, Grinding & Cutting Discs,	This Contract package is intended to procure materials such as	of valves at the PST.	running of die rot.	equipment (H/D) such as forklift, speedboat etc for the proper	This Contract package is intended to procure rental services of	needed for the repair of the CCTV Cameras and its accessories.	This Contract package is intended to procure CCTV Tester	at the PST.	wires electrical tape, bulbs etc. for the maintenance of electricity	This Contract package is intended to procure materials such as	Procurement Unit office use.	This Contract package is intended to procure Photocopier for the	vapor at the Terminal to avoid fire outbreak.	This Contract package is intended to produce a detector of gas and





Budget Notes of what constitutes the amount on the Procurement Plan 2020- 2021 (NON-SBA CORE BUDGET)

ОИ	REFERENCE #	CONTRACT PACKAGE	AMOUNT ON THE PLAN	WHAT CONSTITUTE THE AMOUNT IN THE BUDGET
1	No.LPRC/NCB/001/20/21	Printing of Truck Loading orders(TLOs)	US\$162,000.00	This amount \$162,000.00 is taken from the line item in the Expense Detail
2	IFB No.LPRC/NCB/002/20/21	Employees Rice	261,360.00	This amount \$261,360.00 is taken from the line item in the Expense Detail
3	IFB No.LPRC/NCB/003/20/21	Scratch Cards Supplies	US\$74,100.00	This amount \$74,100.00 is taken from the line item in the Expense Detail
4	IFB No.LPRC/NCB/004/20/21	Stationery & Office Supplies	US\$114,000.00	This amount \$114,000.00 is taken from the line item in the Expense Detail
5	IFB No.LPRC/NCB/005/20/21	Vehicles Spare Parts purchase	US\$30,720.00	This amount \$30,720.00 is taken from the line item in the Expense Detail
6	IFB No.LPRC/NCB/006/20/21	Computers purchase	US\$40,200.00	\$40,200.00 from Capital Expenditure (Desktop & Laptops)
7	IFB No.LPRC/NCB/007/20/21	R & M Vehicle	US\$24,000.00	This amount \$24,000.00 is taken from the line item in the Expense Detail
8	IFB No.LPRC/NCB/008/20/21	Purchase of Loading Equipment	US\$487,500.00	\$25,000.00- Stripping pump \$200,000.00- Discharged Dock Hoses \$25,000.00- Gate Valves \$237,500- Loading Equipment (Assorted). All from Capital Expenditure
9	IFB No.LPRC/NCB/009/20/21	Servers and UPS Purchase	US\$38,000.00	US\$18,000.00-Servers US\$20,000.00- 25KVA UPS All from Capital Expenditur
10	IFB No.LPRC/NCB/010/20/21	Computers parts & supplies	US\$78,765.00	\$12,000- Computer parts & supplies \$66,765.00- Software & License- All from Expense Detail line items.
11	No.LPRC/NCB/011/20/2:	Laboratory Equipment & Wares	US\$109,445.00	\$31,105.00 Laboratory supplies from Expense Detail line item





				\$78,340.00 Laboratory Equipment from Capital Expenditure
.2	11 D	Cleaning Materials	US\$31,692.00	This amount \$31,692.00 is taken from the line item in the Expense Detail
13	IFB No.LPRC/NCB /013/20/21	Office Furniture & Supplies	US\$400,000.00	\$400,000.00 Operations Building furniture- from Capital Expenditure
14	IFB No.LPRC/NCB/014/20/21	Safety Equipment & Supplies	US\$100,000.00	\$100,000.00 taken from Uniform & Accessories line item under Expense Detail
15	IFB No.LPRC/NCB/015/20/21	Boom & Accessories	US\$15,000.00	This amount \$15,000.00 is taken from Capital Expenditure budget line item
16	IFB No.LPRC/NCB/016/20/21	Generator Maintenance	60,000.00	This amount \$60,000.00 is taken from the line item in the Expense Detail
17	IFB No.LPRC/NCB/017/20/21	Fire Extinguishers & Supplies	US\$16,610.00	\$16,610.00 taken from Office Capital Items< 1,000.00 under Expense Detail budget line item
18	IFB No.LPRC/NCB/018/20/21	Event Catering	US\$30,066.00	This amount \$30,066.00 is taken from the line item in the Expense Detail (Vessel Feeding & Entertainment)
19	IFB No.LPRC/NCB/019/20/21	Building Materials	US\$15,600.00	This amount \$15,000.00 is taken from Expense Detail budget line item Maintenance Supplies & Office Maintenance
20	IFB No.LPRC/RFQ/001/20/21	Engineering Supplies	US\$2,400.00	\$2,400.00 taken from Expense Detail line item
21	IFB No.LPRC/RFQ/002/20/2:	Gas & Vapor detector	US\$2,000.00	This amount \$2,000.00 is taken from Capital Expenditure budget line item
23	IFB No.LPRC/RFQ/003/20/2	Photocopier Purchase	US\$4,500.00	This amount \$4,500.00 is taken from Capital Expenditure budget line item
2	3 IFB No.LPRC/RFQ/004/20/2	Electrical Maintenance Supplies	US\$9,600.00	\$9,600.00 is taken from the line item in the Expense Detail(Electrical Maintenance Supplies)



24	IFB No.LPRC/RFQ/005/20/21	IP Camera (CCTV) Tester purchase	US\$1,200.00	This amount \$1,200.00 is taken from Capital Expenditure budget line item
25	IFB No.LPRC/RFQ/006/20/21	Equipment Rental	US\$6,000.00	This amount \$6,000.00 is taken from Expense Detail budget line item
26	IFB No.LPRC/RFQ/007/20/21	Tank Seal Purchase	US\$10,000.00	This amount \$10,000.00 is taken from Capital Expenditure budget line item
27	IFB No.LPRC/RFQ/009/20/21	Environmental Safety Supplies	US\$5,535.00	This amount \$5,535.00 is taken from Expense Detail budget line item
28	IFB No.LPRC/RFQ/010/20/21	Communication Equipment Maintenance	US\$4,200.00	This amount \$4,200.00 is taken from Expense Detail budget line item
29	IFB	Generator	US\$10,000.00	\$10,000.00 taken from Capital Expenditure
30	No.LPRC/RFQ/011/20/21 IFB 1. LPRC/RF/001/20/21	Vehicles	US\$388,000.00	\$388,000.00 taken from Capital Expenditure
31	No.LPRC/RB/001/20/21 IFB No.LPRC/ICB/001/20/21	Property Insurance	US\$2,600,000.00	This amount \$2,600,000.00 is taken from Expense Detail budget line item

