



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/062/'22**

January 27, 2022

Cllr. Boakai N. Kanneh
CHAIRMAN
Law Reform Commission
Republic of Liberia

Dear Cllr. Kanneh:

Subject: **PROVISIONAL APPROVAL OF THE LAW REFORM COMMISSION SBA PROCUREMENT PLAN FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the Law Reform Commission SBA Procurement Plan for FY 2022 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for LRC's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended six months budget, for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2022.

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

Yours sincerely,


Jargoe Roadline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

LAW REFORM COMMISSION
PROCUREMENT PLAN (Non-SBA Budget)
Source of Funding: GOL National Budget
Fiscal year: 2022 (January- December)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
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IMPLEMENTATION DATES

	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUS. REGISTRATION CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION / PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)
PLANNED	1.	IFB. NO. LRC/RFQ/001/ 2022	Vehicles Spare Parts	G4530	Assorted	2,500.00	RFQ	12/10/2021	12/20/2021	12/29/2021	1/10/2022	1/17/2022	1/25/2022	2/01/2022	2/10/2022	N/A	12/15/2022
UPDATE																	
ACTUAL																	
PLANNED	2.	IFB. NO. LRC/RFQ/002/ 2022	Stationery	G4761	Assorted	2,500.00	RFQ	12/08/2021	12/17/2021	12/27/2021	1/06/2022	1/13/2022	1/21/2022	1/31/2022	2/10/2022	N/A	12/15/2022
UPDATE																	
ACTUAL																	
		TOTAL				5,000.00											

Signed: 
Rachel G. Saywan
Supervisor/ Procurement Unit

Approved by: 
Cllr. Boakai N. Kanneh
Head of Entity/ Chairman Proc. Committee

Date: 11/16/2021


Jan. 25/2022


Jan 27 2022

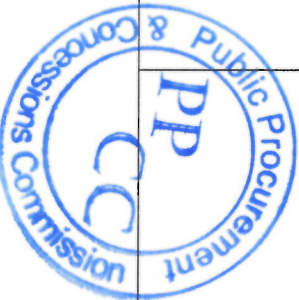


LAW REFORM COMMISSION
PROCUREMENT PLAN (Non-SBA Budget)
EXPLANATORY NOTES
FISCAL YEAR: 2022 (January - December)

NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LRC/RFQ/001/2022	Vehicles Spare Parts	This budget comes from Repair and Maintenance Vehicles will be applied to the purchase of spa parts for vehicles (tires, filters, batteries etc, and maintenance services).
2.	IFB NO. LRC/RFQ/002/2022	Stationery	<p>This budget comes from Stationery it is intended to procure the following stationery items:</p> <ol style="list-style-type: none">A4 Ream of sheet 15 BoxesLegal sheet (8.5" x 14") 3 BoxesBox file 1 BoxWhite Envelops (letter size) 2 BoxesExecutive Ball pens (12pcs in 1 pk) 1 packPen (assorted) 6 packsPlastic binding ring (big & small) 1 BoxTransparent binding sheet (A4 size) 1 packStamp pad 3 piecesScotch tape, 5 cm, transparent 3 piecesWhite board marker 4 packsFlash drive 6 piecesKodak max battery (double A) 1 BoxKodak max battery (Triple A) 1 BoxLedger (legal) 5 piecesStick -on - pad 1 boxBrown Envelops (A-4 size) 5packs

Signed: 
Rachel G. Saywah
Supervisor/ Procurement Unit

Approved by: 
Cilr. Boakel N. Kanneh
Head of Entity/ Chairman Proc. Committee



YES
Jan. 23, 2022



10/10/2022
Jan 1 2022

Date: 11/16/2022

LAW REFORM COMMISSION
PROCUREMENT PLAN (Non-SBA Budget)
EXPLANATORY NOTES
FISCAL YEAR: 2020/2021

NO.	Contract Package Code	Contract Package	Content of Contract Package
	IFB NO. LRC/RFQ/002 /2022	Stationery	Cartridge: 1. HP 61 combo Cartridge (black) 10 pieces 2. HP 61 combo Cartridge (colour) 5 pieces 3. HP Cartridge 85A 10 pieces 4. HP Cartridge 280A 2 pieces 5. 05A Cartridge 2 pieces 6. CGR3371737 3 pieces 7. Laserjet print Cartridge 26A 2 pieces 8. Laserjet print Cartridge 827A 2 pieces
3.		Office Building Lease	This Budget \$50,000 comes from Offices Building Rental and Lease it will be applied to annual payment toward the lease of office building located North Gibson Street, Old CID Road, Mamba Monrovia, Liberia.

Signed: Matti
Rachel G. Saywah
Supervisor/ Procurement Unit

Approved by: [Signature]
Cllr. Boakai N. Kanneh
Head of Entity/ Chairman Proc. Committee

Date: 11/16/2021

