



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/1027/'20

February 12, 2020

Cllr. Boakai Kanneh

CHAIRMAN

Law Reform Commission

Republic of Liberia

Dear Cllr. Kanneh:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA 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 Law Reform Commission, SBA and Non SBA 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.

Additionally, during the review, it was observed that copies of all procurement contracts awarded and executed for fiscal year 2018/2019 were not submitted. All efforts were made by the Compliance Officer in the Compliance and Monitoring Division of the Commission in requesting the LRC to submit its contracts award information in consonance with **Section 43 (2) (g) and (l)**, but to no avail.

In view of the above, the Commission advises the Law Reform Commission to kindly submit all copies of contracts awarded and executed during fiscal year 2018/2019 within a week, upon receipt of this letter. In furtherance, please see attached letter indicating that your plan was provisionally approved, conveying stated information of contracts submission.

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,


Jarghe Roseline Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
Source of Funding: GOL National Budget
Fiscal year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
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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)	ACCIDENT & DAMAGE	
PLANNED	1.	IFB NO. LRC/SBA/RFQ/001/ 2019/2020	Petroleum Products	G4661	2,647.06 gals @ US \$3.40	9,000.00	RFQ	6/17/2019	6/21/2019	6/28/2019	7/05//2019	7/12/2019	7/19/2019	7/25/2019	7/31/2019	N/A	6/15/2020	6/30/2020
UPDATE																		
ACTUAL																		
PLANNED	2.	IFB NO. LRC/SBA/RFQ/002/ 2019/2020	Security Guard Services	N8010	1 Firm	9,000.00	RFQ	6/20/2019	6/26/2019	7/02/2019	7/09/2019	7/16/2019	7/23/2019	7/31/2019	8/06/2019	N/A	6/15/2020	6/30/2020
UPDATE																		
ACTUAL																		
	TOTAL					18,000.00												

Signed: 
Rachel G. Saywan
Supervisor/ Procurement Unit

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

Date: 1/28/2020


12/2020

LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
EXPLANATORY NOTES
FISCAL YEAR: 2019/2020

No.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LRC/SBA/RFQ/001/2019/2020	Petroleum Products	This Budget \$9,000.00 will be used to acquire fuel only in coupons (Diesel, Oil, etc.) at an estimate unit cost of US\$3.40 (\$9,000/3.40 = 2,647.06 gallons) It will be applied to the purchase of fuel and Lubricants for Generator.
2.	IFB NO. LRC/SBA/RFQ/002/2019/2020	Security Guard Services	This Budget comes from Guard and Security Services it is planned to hire a private Liberian Security firm required to assign two guards each, on three shifts.

Signed: 
Rachel G. Saywah
Supervisor/ Procurement Unit

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

Date: 1/23rd/2020

only for 2020
Feb 12/2020