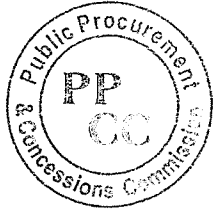


REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: www.ppcc.gov.lr EMAIL: info@ppcc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/092/'23

August 15, 2023

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

Dear Cllr. Kanneh:

Subject: RECEIPT AND APPROVAL OF SBA/NON-SBA PROCUREMENT PLAN FOR FISCAL YEAR 2023

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/Non-SBA Procurement Plans for Fiscal Year 2023 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan has been duly 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 counsels that you observe Section 40(5) of the PPCA, 2010 which states "each 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 provide 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.

Best regards,

Yours sincerely,


Boakai Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER




Regulating Procurement Compliance for National Development

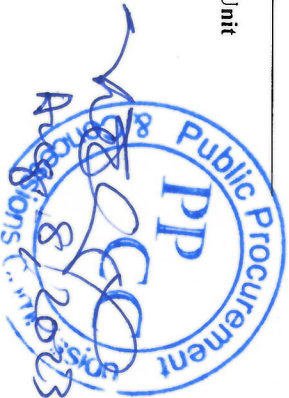
LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
Source of Funding: GOL National Budget
Fiscal year: 2023 (January - December)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	1
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 DOCTECH 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 & PA
PLANNED	1.	IFB NO. LRC/SBA/RB/001/ 2023	Petroleum Products (Diesel & gasoline)	G4661	2,841.79 gals @ US \$5.67.00	16,113.00	RB	12/05/2022	12/15/2022	12/22/2022	12/29/2022	1/06/2023	1/16/2023	1/23/2023	2/06/2023	N/A	12/15/2023	12/25
UPDATE		IFB NO. LRC/SBA/ RFQ /001/ 2023 RB	Petroleum Products (Diesel & gasoline)	G4661	666.67 gals @ US \$4.50.00	3,000.00	RFQ RB	07/17/2023	07/27/2023	08/04/2023	08/11/2023	08/18/2023	08/30/2023	09/06/2023	09/20/2023	N/A	12/15/2023	12/25
ACTUAL																		
PLANNED	2.	IFB NO. LRC/SBA/RFQ/001/ 2023	Security Guard Services	N8010	1 Firm	9,000.00	RFQ	12/08/2022	12/21/2022	12/28/2022	1/05/2023	1/12/2023	1/19/2023	1/30/2023	2/13/2023	N/A	12/15/2023	12/25
UPDATE																		
ACTUAL																		
		TOTAL				12,000.00												

Signed: 
Rachel G. Saywah
Supervisor/ Procurement Unit

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

Date: 07/19th / 2023



LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
EXPLANATORY NOTES
FISCAL YEAR: 2023 (January – December)

No.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LRC/SBA/RFQ/001/2023 RB	Petroleum Products (Diesel & Gasoline)	This Budget \$3,000.00 will be used to acquire fuel only in coupons (Diesel, Oil, etc) at an estim cost of US\$4.50. $\$3,000.00/4.50 = 666.67$ gallons, it will be applied to the purchase of fuel and Lubricants for Ve
2.	IFB NO. LRC/SBA/RFQ/002/2023	Security Guard Services	This Budget \$9,000.00 comes from Guard and Security Services it is planned to hire a private L Security firm required to assign two guards each, on three shifts.
3.		Electricity	This Budget \$3,000.00 comes from Electricity it is planned to pay electricity bills to the Liberia Corporation (LEC) only.
4.		Office Building Lease	This Budget \$50,000 comes from Offices Building Rental and Lease it will be applied to annual toward the lease of office building located Sekou Toure Avenue, Mamba Point, Monrovia, Lit

Signed: _____

Rachel G. Saywah

Supervisor/ Procurement Unit



Approved by: _____

Cltr. Boakai N. Kanneh

Head of Entity/ Chairman Proc. Committee



Date: 07/19th/2023

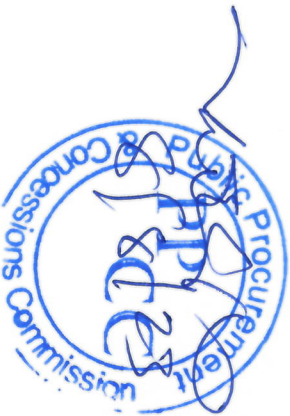
LAW REFORM COMMISSION
PROCUREMENT PLAN (Non-SBA Budget)
Source of Funding: GOL National Budget
Fiscal year: 2023 (January- December)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
IMPLEMENTATION DATES																		
PLANNED	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 DOCTECH 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)	AM
	1.	NO. LRC/RFQ/001/ 2023	Stationery	G4761	Assorted	2,000.00	RFQ	12/09/2022	12/22/2022	12/29/2022	1/06/2023	1/13/2023	1/21/2023	1/30/2023	2/13/2023	N/A	12/15/2023	12
JPD/DATE		NO. LRC/RFQ/001/ 2023	Stationery	G4761	Assorted	1,000.00	RFQ	07/19/2023	07/28/2023	08/04/2023	08/11/2023	08/18/2023	08/30/2023	09/08/2023	09/22/2023	N/A	12/15/2023	12
ACTUAL																		
		TOTAL				1,000.00												

Signed: *Rachel G. Saywah*
Rachel G. Saywah
Supervisor/ Procurement Unit

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

Date: *07/17/2023*



LAW REFORM COMMISSION
PROCUREMENT PLAN (Non-SBA Budget)
EXPLANATORY NOTES
FISCAL YEAR: 2023 (January – December)

NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LRC/RFQ/001/2023	Stationery	<p>This budget comes from Stationery it is intended to procure the following stationery items:</p> <ol style="list-style-type: none">1. A4 Ream of sheet 8 Boxes2. Legal sheet (8.5" x 14") 3 Boxes3. Box file 1 Box4. White Envelops (letter size) 3 Boxes5. Executive Ball pens (12pcs in 1 pk) 1 pack6. Pen (assorted) 5 packs7. Stamp pad 2 pieces8. Scotch tape, 5 cm, transparent 2 pieces9. White board marker 5 packs10. Flash drive 5 pieces11. Kodak max battery (double A) 1 Box12. Kodak max battery (Triple A) 1 Box13. Ledger (legal) 3 pieces14. Stick-on - pad 1 box15. Brown Envelops (A-4 size) 5 packs18. HP 61 combo Cartridge (black) 3 pieces19. HP Cartridge 85A 5 pieces20. CGR3371737 1 pieces21. Laserjet print Cartridge 26A 1 piece22. Laserjet print. Cartridge 30A 2 pieces

Signed: _____

Rachel G. Saywah
Supervisor/ Procurement Unit

Approved by: _____

Cllr. Boska N. Kanneh
Head of Entity/ Chairman Proc. Committee

Date: 07/19/2023



8/15/23

