



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/0821/2019

November 6, 2019

Dr. Stephen B. Kennedy
SECRETARY GENERAL
Liberia College of Physicians and Surgeons
Republic of Liberia

Dear Dr. Kennedy:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

I present my compliments and acknowledge receipt of your letter dated August 2, 2019, which sought the approval of the Commission for the Liberia College of Physicians and Surgeons SBA, and Non SBA Procurement Plan for FY 2019/2020 in accordance with section 40 (3) of the PPC Act. The Commission 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 process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/document>.

Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for the LCPS' allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 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 (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

The Public Procurement & 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

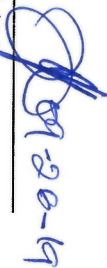
Yours sincerely,


Jargbe Roseline Magbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER


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

Liberia College of Physicians and Surgeon (LCPS)
SBA-Procurement Plan (Regular Core Budget)
Source of funding (Government of Liberia (GOI), National Budget
Fiscal Year: 2019/2020

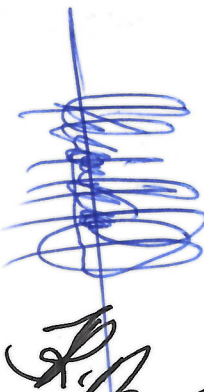
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCURE METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & 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)	ACCEPTANCE & FINAL PAYMENT
PLANNED	1	IFB NO. LCPS/SBA/RB/001/19/20	Petroleum Products	G4661	8,250 @ \$4.00	\$33,000.00	RB	5/1/2019	5/6/2019	5/9/2019	5/14/2019	6/13/2019	6/19/2019	6/24/2019	6/28/2019	N/A	6/25/2020	6/30/20
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO. LCPS/SBA/RFO/001/19/20	Stationery	G4761	*Assorted	\$8,000.00	RFO	5/1/2019	5/3/2019	5/9/2019	5/13/2019	5/22/2019	5/28/2019	6/05/2019	6/19/2019	N/A	6/25/2020	6/30/20
UPDATE																		
ACTUAL																		
GRAND TOTAL						\$41,000.00												

Prepared by: 
Serbastin N. Totoe
Procurement Manager


November 5, 2019

Approved by: 
Dr. Benetta C. Andrews
Assistant Secretary General

Date: Sept 29, 2019



SBA PROCUREMENT PLAN EXPLANATORY NOTE

1.	IFB NO. LCPS/SBA/RB/001/19/20	Petroleum products	This contract package is funded from the budget line fuel and lubricants . This contract package is intended to purchase petroleum products for vehicle operation and LCPS staff benefit with an amount of \$33,000 .00 @\$ 4.00 amounting to 8,250 gallons.
2.	IFB NO. LCPS/SBA/RFQ/001/19/20	Stationery	This contract package has an appropriation of \$3,000.00, but increase to \$8,000.00 on the procurement plan simply because \$5,000.00 was taken from food and catering servicing services for the procurement of stationery including but not limited : A4 & Legal paper carton, suspension folder, box file, paper glue, correction fluid, flap chart, white board markers , note pads etc.
		Consultancy Service	This line item will be used for 30 Resident Doctors monthly compensation in an amount of \$ 202,037.00
		Office Building Rental & Lease	This contract package will be used to pay one year rental fees for office space currently occupied by LCPS on Russell Avenue on 12 th Street, Sinkor.

*activity
November 5, 2019*

