



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/1003/20**

January 22, 2020

Hon. J. Nanborlor F. Singbeh, Sr.

SECRETARY

The Liberian Senate

Republic of Liberia

Dear Hon. Singbeh:

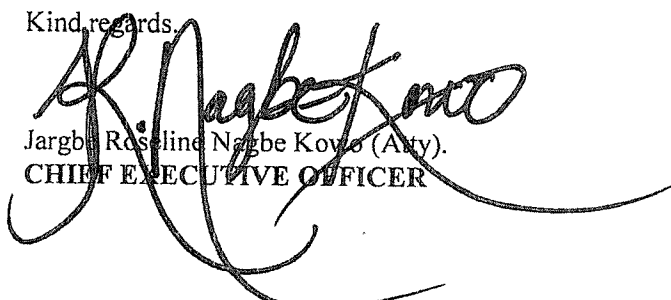
Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Liberian Senate 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.

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,


Jargba Roseline Nagbe Koye (Atty).
CHIEF EXECUTIVE OFFICER

Liberian Senate
Procurement Plan \$BA (Core Budget)
Source of Funding: GOL National Budget 2019/2020
Fiscal year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA							IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUS. ACT. 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- BIDEVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCEMENT PAYMENT (MOBILIZATION)	DELIVERY/INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE PAY
PLANNED	1.	IFB NO. LS/SBA/RB/00 1/19/20	Petroleum Products	G4661	273,575..51gals	793,369.00	RB	10/9/19	10/21/2019	11/8/19	11/19/19	12/17/19	01/3/20	01/13/20	01/31/20	N/A	06/18/20	06/2
UPDATE																		
ACTUAL																		
PLANNED	2.	IFB No. LS/SBA/NCB/0 01/19/20	Stationery	G4761	*Assorted	28,941.00	NCB	10/9/19	10/21/2019	11/8/19	11/19/19	12/17/19	01/3/20	01/13/20	01/31/20	N/A	06/18/20	06/2
UPDATE																		
ACTUAL																		
PLANNED	3.	IFB No. LS/SBA/NCB/0 02/19/20	Printing and Binding services	C1811	1 firm	2,998.00	NCB	10/9/19	10/21/2019	11/8/19	11/19/19	12/17/19	01/3/20	01/13/20	01/31/20	N/A	06/18/20	06/2
UPDATE																		
ACTUAL																		
		Sub. Total				825,308.00												

Prepared by: 
Reagan S. Bropleh, (Rev.) Director/Procurement Unit

Approved by: 
Sen. Nyonblee Karngar Lawrence Head of Entity/Chairman Proc. Committee
Date: 21/01/2020



Liberian Senate
Procurement Plan \$BA (Core Budget)
Source of Funding: GOL National Budget 2019/2020
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	BUS. ACT. CODE:	QTY.	ESTIMATED COST (USD)	PROC UREM ENT METH OD	TECHNICAL SPECS/BOQ/DRA WINGS	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMISSION/P UBLIC OPENING	SUMMISSION OF BID EVALUATION REPORT	PC APPROVAL- BIDEVALUATIO N REPORT	CONTRACT AWARD & SIGNING	ADVA NCE PAYM ENT (MOBI LIZATI ON)	DELIVERY/INSP ECTION (SUBSTANTIAL COMPLETION)	ACC P	
PLANNED	4.	IFB NO. LS/SBA/NCB/0 03/19/20	Cleaning Materials	G4773	*Assorted	2,500.00	NCB	10/9/19	10/21/2019	11/8/19	11/19/19	12/17/19	01/3/20	01/13/20	01/31/20	N/A	06/18/20	06/	
UPDATE																			
ACTUAL																			
PLANNED	5.	IFB No. LS/SBA/NCB/0 04/19/20	Food Stuff	G4711	*Assorted	10,000.00	NCB	10/9/19	10/21/2019	11/8/19	11/19/19	12/17/19	01/3/20	01/13/20	01/31/20	N/A	06/18/20	06/	
UPDATE																			
ACTUAL																			
		Sub. Total				12,500.00													
		Grand Total				837,808.00													

Prepared by: 
Reagan J. Bropleh, (Rev.) Director/Procurement Unit

Approved by: 
Sen. Sen. Nyonblee Karringar Lawrence Head of Entity/Chairman Proc. Committee

Date: 21/07/2020



Name of Entity: Liberian Senate
Procurement Plan SBA (Core Budget) Explanatory Notes
Fiscal Year: 2019/2020

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LS/SBA/RB/001/19/20	Petroleum Products	Mixed Petroleum Product 783,369.00/2.95=265,548.81gals. The amount (783,369) estimated in the plan is a sum for petroleum products for the Pro-termopore and the senate.
2.	IFB NO. LS/SBA/NCB/001/19/20	Stationery	A-4 cartons of sheets, envelopes, paper glues, Diaries, ledgers, paper clips, Engel inks, refill pad, staple machines, erasers, carbon papers, dictionary oxford, s/s, disk box, makers (various colors), various computers inks, legal sheet, note pad, stick on pad, ball pens, ink, toner, A-4 manila folder.
3.	IFB NO. LS/SBA/NCB/002/19/20	Printing and binding services	This package is intended to hire the services of a qualified printing firm to do the printing of the following: Letter heads, Transmitting slips, envelops.
4.	IFB NO. LS/SBA/NCB/003/19/20	Cleaning Materials	Detergent, (chloral, delta) floor mops, toilet tissues, floor towel, dust pan, vim, hard broom, soft broom, clean tide soap, spray gone.
5.	IFB NO. LS/SBA/NCB/005/19/20	Food Stuff	This came from the budget line Entertainment Representation & Gift. This package is used to purchase items such as, Soft drink, juices, biscuits, water, etc.....

Prepared by: [Signature]
Procurement Director

Date: 24-01-20

[Signature]
01/22/2020

