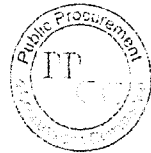




Republic of Liberia

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/0736/'19**

October 28, 2019

Mr. J. Nanborlor F. Singbeh, Sr.

SECRETARY

The Liberian Senate

Republic of Liberia

Your ref: JNFS/S-SEN/347/10/'19-RL

Dear Mr. Singbeh:

Subject: **PROVISIONAL APPROVAL OF DRAFT 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 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 processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

Please note that the Commission also approves for the Liberian Senate to use the Restricted Bidding method of procurement in hiring a vendor for the supply of the petroleum products, consistent with Section 50 of the PPCA, 2010 and consents with a reduction in the lead time from four (4) weeks to two (2) weeks to assist in fast – tracking your processes. Please ensure that you adhere to the requirement of Section 51(1) which states that all known suppliers capable of supplying the goods/services shall be invited to bid in other words, we advise that the Senate invites all firms of the service that are registered on the Commission's online Vendor Register.

Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for the Senate's 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 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,


Jargbe Roseanne Nabbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

DRAFT

Liberian Senate
Procurement Plan SBA (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)	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	SUMMISSION OF BID EVALUATION REPORT	PC APPROVAL- BIDEVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY/INSPECTION (SUBSTANTIAL COMPLETION)	ACCEP
PLANNED	1.	IFB NO. LS/SBA/RB/00 1/19/20	Petroleum Products	G4661	265,548.81gals	783,369.00	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																
						815,308.00												

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

Approved by: 
Sen. Nyohblee Karmgar Laurence Head of Entity/Chairman Proc. Committee

Date: 10/24/2019

utobny
045551 25,2015


06/18/20

Liberian Senate

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)	PROC UREM ENT METH OD	TECHNICAL SPECS/BOQ/DRA WINGS	PRER. OF BID DOCUMENT	PC APPROVAL- BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMISSION/PU BLIC 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)	ACCE F PA		
PLANNED	4.	IFB NO. LS/SBA/NCB/O 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	06/19/20	
UPDATE																			
ACTUAL																			
PLANNED	5.	IFB NO. LS/SBA/NCB/O 04/19/20	News Paper	G4761	* Assorted	1,075.00	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	06/19/20	
UPDATE																			
ACTUAL																			
PLANNED	6.	IFB NO. LS/SBA/NCB/O 05/19/20	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	06/19/20	
UPDATE																			
ACTUAL																			
		Sub. Total																	
		Grand Total																	
		828,883.00																	

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

Sen. Sen. Nyonblee Kanygar Lawrence Head of Entity/Chairman Proc. Committee

Date: 10/24/2019

altbr
october 25, 2019

DRAFT

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, envelopes.
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/004/19/20	Newspapers	Newspaper & local dailies to senators.
6.	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: 
Procurement Director

Date: Oct. 18, 2019

*without
Oct 18, 2019*

*10/18/2019
R. J. [Signature]
10/20/2019*