



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/1069/'20**

March 4, 2020

Hon. Jefferson T. Kojiee

MAYOR

Monrovia City Corporation

Republic of Liberia

Dear Hon. Kojiee:

Subject: **RECEIPT AND APPROVAL OF SBA, NON SBA AND CONSULTANCY
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 Monrovia City Corporation SBA, Non SBA and Consultancy Procurement Plan 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,



Jargbe Roseline Nagbe Kowo (Atty).

CHIEF EXECUTIVE OFFICER

MONROVIA CITY CORPORATION
CONSULTANCY PROCUREMENT PLAN (SBA CORE Budget)
Source of Funding: GOL & INTERNAL REVENUE

Fiscal year: 2019/2020

Fiscal year: 2019/2020																		
BASIC DATA							REQUEST FOR EXPRESSION OF INTEREST											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITIES CODE	NO. of FIRM/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL EVALUATION REPORTS/ HORTIS	PREPARATION & SUBMISSION OF DOCUMENT	PC APPROVAL FINAL TOR/REPORT DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION AND OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL COMBINED EVALUATION	
1	REP No.:MCC/SBA / LCS/001/19/20	Waste Management Advisor	M-7020	One (1) firm	20,000.00	LCS	4-Jun-19	14-Jun-19	21-Jun-19	28-Jun-19	4-Jul-19	12-Jul-19	19-Jul-19	5-Aug-19	16-Aug-19	23-Aug-19	30-Aug-19	
UPDATE																		
ACTUAL																		
PLANNED	2	RFP No.:MCC/SBA / LCS/002/19/20	Legal Consultant	M-6920	One (1) firm	5,000.00	LCS	7-Jun-19	21-Jun-19	28-Jun-19	6-Jul-19	15-Jul-19	22-Jul-19	31-Jul-19	9-Aug-19	15-Aug-19	22-Aug-19	29-Aug-19
UPDATE																		
ACTUAL																		
PLANNED	3	RFP No.:MCC/SBA / LCS/003/19/20	Financial Management Consultant	M-6920	One (1) firm	10,000.00	LCS	4-Jun-19	14-Jun-19	21-Jun-19	28-Jun-19	4-Jul-19	12-Jul-19	19-Jul-19	5-Aug-19	16-Aug-19	23-Aug-19	30-Aug-19
UPDATE																		
ACTUAL																		
PLANNED	4	RFP No.:MCC/SBA / LCS/004/19/20	M & E Consultant	M-6920	One (1) firm	5,000.00	LCS	7-Jun-19	21-Jun-19	28-Jun-19	6-Jul-19	15-Jul-19	22-Jul-19	31-Jul-19	9-Aug-19	15-Aug-19	22-Aug-19	29-Aug-19
UPDATE																		
ACTUAL																		
TOTAL					40,000.00													

Prepared By: 

Prepared By: Eva Y. Holder
 Procurement Director

Date: 21/9/20

Approved By: Hon. Jefferson Kollie
 Chairman Procurement Committee

Date: 21/9/20



Monrovia City Corporation (MCC)
Consultancy Procurement Plan (\$BA CORE BUDGET) Explanatory Notes
Fiscal Year: 2019-2020

Items No	Contract package code	Contract package	Content of Contract Package
1.	RFP NO.MCC/RFPLCS/SBA/001/19/20	Waste Management Advisor	This contract package is funded from the budget line consultancy service which is intended to hire Solid Waste Management Advisor, for the Monrovia City Corporation.
2.	RFP No.: MCC/RFP/LCS/SBA/002/19/20	Legal Consultant	This contract package comes from the budget line consultancy services which is intended to hire legal consultant on legal matter.
3.	RFP No.: MCC/RFP/LCS/SBA/003/19/20	Financial Management Consultant	This comes from the budget line consultancy services and is intended hire financial consultant.
4.	RFP No.: MCC/RFP/LCS/SBA/004/19/20	M & E Consultant	This contract package comes the budget line consultancy services which is intended to hire M & E Consultant.

Prepared by: _____


Eva Y. Holder
Procurement Director

Date: 2/19/20

Approved by: _____


Hon. Jefferson T. Bojee
Chairman Procurement. Committee

Date: 2/25/20



MONROVIA CITY CORPORATION
EXPLANATORY BUDGET NOTE (CONSULTANCY NTOE)
SOURCE OF FUNDING : GOL AND INTERNAL REVENUE
FISCAL YEAR 2019-2020

ITEM 1 Consultancy Services

This contract package is funded from the budget line consultancy services
which is intended to hire:

Waste Management Advisor	\$ 20,000.00
Legla Advisor	5,000.00
Financial Management Consultant	10,000.00
M & E Consultant	5,000.00
Total	\$ 40,000.00

Prepared By: _____


Eva Y. Holder
Procurement Director

Date: 2/19/20

Approved By: _____


Hon. Jefferson T. Koihee
Chairman procurement Committee

Date: 2/28/20

