

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 negard

Jargbe Roseline Wagbe Kolwo (Atty

MONROVIA CITY CORPORATION PROCUREMENT PLA (SBA CORE BUDGET) Source of Funding:GOL and Internal Revenue

Fiscal Year 2019-2020

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Eva Y. Holder/Procurement Director

T. Koljee/Chairman Procurement Committee

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MONROVIA CITY CORPORATION PROCUREMENT PLAN (SBA CORE BUDGET) Source of Funding: Gol and Internal Revenue Fiscal Year 2019-2020

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Eva Y. Holder/Procurement Director

Hon. Jefferson T. Koy an Procurement Committtee

Approved By:

Date:

MONROVIA CITY CORPORATION PROCUREMENT PLAN (SBA CORE BUDGET) Source of Funding: GOL and Internal Revenue

Fiscal Year 2019-2020

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Eva Y. Holder/Procurement Director

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MONROVIA CITY CORPORATION PROCUREMENT PLAN (SBA CORE BUDGET) Source of Funding: GOL and Internal Revenue

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Hon. Jeffarsof Koifee/Chairman Procurement Committee

Date:

MONROVIA CITY CORPORATION PROCUREMENT PLAN (SBA CORE BUDGET) Source of Funding: GOL and Internal Revenue

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MONROVIA CITY CORPORATION PROCUREMENT PLAN (SBA CORE BUDGET)

Source of Funding: GOL and Internal Revenue

Fiscal Year 2019-2020

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Monrovia City Corporation (MCC) Procurement Plan (SBA CORE BUDGET) Explanatory Notes Fiscal Year: 2019-2020

Items	Contract Package Code	Contract	Content of Contract
No		Package	package
1	IFB.NO.MCC/SBA/SS/001/19/20	Internet Connective	This contract package is founded from the budget line telecommunication, internet and postage which is intended to hire Libteloc for the installation of internet connectivity at MCC, and is single source.
2	IFB.NO:MCC/SBA/RFQ/001/19/20	Electronic Media Services	This contract package is funded from the budget line media relation, intelligence and promotion which is intended to carry out talk shows on various out lets.
3	IFB.:NO:MCC/SBA/RFQ/002/19/20	Vehicle Insurance	This contract package is intended to hire a firms to insure MCC 25 vehicles for the fiscal year 2019-2020.
4	IFBNO.MCC/SBA/RFQ/003/19/20	Publication Services	This contract package come from the budget line printing, binding and publication services and is intended to carry on radio announcement and publishing of bid documents.
5	IFBNO.MCC/SBA/RB/001/19/20	Police Materials & Supplies	This contract package is intended to purchase police materials such as handcuffs, pepper spray, rechargeable flash light, and batons etc.
6	IFB.:NO.MCC/SBA/NCB/001/19/20	Equipment Rental & Lease	This contract package is intended to hire trucks, front end loaders for the collection of garbage in and around Monrovia.
7	IFB.: NO:MCC/SBA/RB/002/19/20	Personal Non Lift Insurance Coverage	This contract package is intended for the staff yearly / medical coverage which included all medical treatment, X-Ray, laboratory examination, child birth etc.



MONROVIA CITY CORPORATION EXPLANATORY BUDGET NOTE

PROCUREMENT PLAN (SBA CORE BUDGET)

SOURCE of FUNDING: GPL and INTERNAL REVENUE FISCAL YEAR 2019-2020

ITEM 1	Publication	services
	r awnearran	DCI AICCD

Which is funded from budget line printing, binding and publication service, and is intended to carry on MCC information on the radio

Analysis

Publication services 1,500.00
Printing & binding servises 1,500.00

Total 3,000.00

ITEM 2 Repair and maintenance- vehicles

This contract package comes from the budget line repair and maintenance of vehicles which include:

Vehicle maintenance\$25,000.00vehicle spare parts\$10,000.00

Total \$ 35,000.00

ITEM 3 Repair and mainteance Funitures

This contract package is capture from the Budget Line -repair and maitenance macginery equipment and Funitures:

Analysis

Repair and Maintenance Machinery & Equipment \$ 15,000.00

Repair and Maintenance Funiture \$ 5,000.00

Total \$ 20,000.00

ITEM 4 Petroleum Products

This contract is funded from the budget line Fuel & Lubricant and Domestic travel - means of travel.

Analysis

Fuel & Lubricant -Vehicles MCC			\$ 156,547.00
Fuel & Lubricant - Generator			\$ 35,500.00
Fuel & Lubricant -Moter Cycles and Other			\$ 5,000.00
Domestiv travel -means of travel			\$ 2,000.00
Total	æ	100 047 00	

Total \$ 199,047.00



ITEM 5 **Event & Catoring Services**

This contract package is drawn from the budget line workshop, conferences, symposin, and food and catoring services.

Analysis

Workshop, Conferences, symposia		\$ 3,000.00
Food and Catoring Services		\$ 10,000.00

Total \$ 13,000.00

ITEM 6 The below listed budgetary items will be uesd for

Administrative procedures:

and the state of t		
other legal fees		\$ 1,500.00
Electricity		42,000.00
Other Utilties		2,000.00
Council fees		19,500.00
Professionals		2,666,713.00
Non Professionals (Casual Workers)		326,103.00
Operational Expenses		50,000.00
Banks Charges		15,000.00
Donation and Contributin		25,000.00
Staff Training -Foreign		5,000.00
Staff training -Local		5,000.00
Scholarship- local		5,000.00
Foreign-travel iincdendtal and daily allowance		9,500.00
Projects		
Weah for Clean City		\$ 600,000.00
Cheemanburg Landfill & Urban Sanitation		\$ 750,000.00
Total	\$ 4,522,316.00	

Please note: the preparation of budget and cash plan for Weah for Clean City is ongoing and the cheemanburg landfill & urban Sanitatin procurement plan is handle by the Cheemanburg Landfill project.

Prepared By:_

Eva Y. Holder

Procurement Director

Approved By:

Hon. Jeffgrson J. Koijee

Chairman procurement Committee

Date: <u>2/19/20</u>

Date: <u>9/198/190</u>

