

Republic of Liberia  
**Public Procurement & Concessions Commission**

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357



Ref: PPCC/RL/CEO/147/'21

April 26, 2021

Hon. Jefferson T. Kojee  
MAYOR  
Monrovia City Corporation  
Republic of Liberia

Dear Hon. Kojee:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLANS FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Monrovia City Corporation (MCC) SBA and Non SBA Procurement Plans (*Goods and Services*) for Fiscal Year 2020/2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission, upon review and scrutiny of your final submission and accompanying documents, thus, approves the MCC's SBA and Non SBA procurement Plans. Please note that a copy of this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), to enable processing of allotments in keeping with the approved Procurement Plans, upon conclusion of stipulated procurement processes.

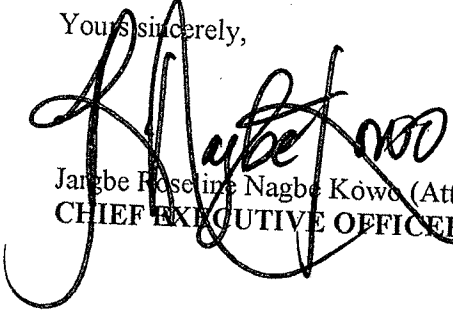
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission.

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.

Best regards,

Yours sincerely,

  
Janybe Roseline Nagbe Kowo (Atty.)  
CHIEF EXECUTIVE OFFICER

---

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

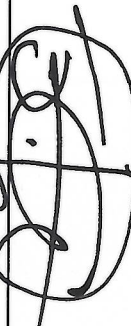
**Monrovia City Corporation (MCC)**  
**Procurement Plan (NON - SBA CORE BUDGET)**  
**Source of Funding: GOL & INTERANL REVENUE**  
**Fiscal Year: 2020-2021**

|                 | 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 S CODE | QUANTITY | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/BOQ /DRAWINGS | PREP. OF BID DOCUMENTS | PC APPROVAL - BID DOCUMENT/ TECH SPECS | BID INVITATION & RELEASE OF BID | BID SUBMISSION N/PUBLIC OPENING | SUBMISSION N OF BID EVALUATION REPORT | PC APPROVAL BID EVALUATION REPORT | CONTRACT AWARD AND SIGNING | ADVANCE PAYMENT (MOBILIZATION) | DELIVERY INSPECTION (SUBSTANTIAL) | ACCEPTANCE AND FINAL PAYMENT |    |  |
| PLANNED         | 1        | IFB No.:MCC Y /NCB/00 1/20/21 | STATIONER                           | G-4761                   | ASSORTED | 11,400.00            | NCB                | 3-Aug-20                      | 10-Aug-20              | 17-Aug-20                              | 12-Apr-21                       | 11-May-21                       | 18-May-21                             | 25-May-21                         | 1-Jun-21                   | N/A                            | 14-Jun-21                         | 28-Jul-21                    |    |  |
| UPDATE          |          |                               |                                     |                          |          |                      |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |
| ACTUAL          |          |                               |                                     |                          |          |                      |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |
| PLANNED         | 2        | IFB No.:MCC /RFQ/00 1/20/21   | COMPUTER SUPPLIES, PARTS, & CABLING | G-4741                   | 1 FIRM   | 3,945.00             | RFQ                | 3-Aug-20                      | 10-Aug-20              | 17-Aug-20                              | 5-Apr-21                        | 3-May-21                        | 10-May-21                             | 17-May-21                         | 24-May-21                  | N/A                            | 7-Jun-21                          | 21-Jul-21                    |    |  |
| UPDATE          |          |                               |                                     |                          |          |                      |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |
| ACTUAL          |          |                               |                                     |                          |          |                      |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |
| PLANNED         | 3        | IFB No.:MCC /RFQ/00 2/20/21   | AIR TICKET                          | N-7911                   | 1 FIRM   | 10,000.00            | RFQ                | 3-Aug-20                      | 10-Aug-20              | 17-Aug-20                              | 5-Apr-21                        | 12-Apr-21                       | 19-Apr-21                             | 26-Apr-21                         | 4-May-21                   | N/A                            | 7-Jun-21                          | 21-Jul-21                    |    |  |
| UPDATE          |          |                               |                                     |                          |          |                      |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |
| ACTUAL          |          |                               |                                     |                          |          |                      |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |
| SUB - TOTAL (1) |          |                               |                                     |                          |          | 25,345.00            |                    |                               |                        |                                        |                                 |                                 |                                       |                                   |                            |                                |                                   |                              |    |  |

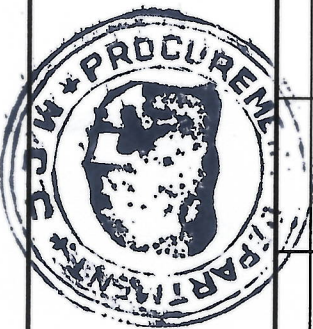
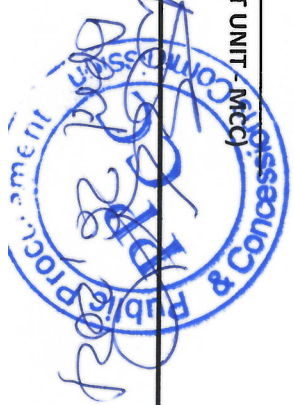
EMERGENCY

1

PREPARED BY:   
 DERECK D. PERKINS (MANAGER, PROCUREMENT UNIT - MCC)

APPROVED BY:   
 HON. JEFFERSON T. KOJEE (CHAIRMAN, PROCUREMENT COMMITTEE - MCC)

DATE: August 17, 2021



Monrovia City Corporation (MCC)  
 Procurement Plan (NON - SBA CORE BUDGET)  
 Source of Funding: GOL & INTERANL REVENUE  
 Fiscal Year: 2020-2021

| 1               | 2                     | 3                           | 4                        |          | 6                    | 7                  | 8                             | 9                     | 10                                       | 11                       | 12                             | 13                                  | 14                                | 15                         | 16                        | 17                                | 18                           | 1         |
|-----------------|-----------------------|-----------------------------|--------------------------|----------|----------------------|--------------------|-------------------------------|-----------------------|------------------------------------------|--------------------------|--------------------------------|-------------------------------------|-----------------------------------|----------------------------|---------------------------|-----------------------------------|------------------------------|-----------|
| ITEM NO.        | BASIC DATA            |                             |                          |          |                      |                    |                               |                       |                                          |                          |                                | IMPLEMENTATION DATES                |                                   |                            |                           |                                   |                              |           |
|                 | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE            | BUSINESS ACTIVITY S CODE | QUANTITY | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/BOQ /DRAWINGS | PREP. OF BID DOCUMENT | PC APPROVAL - BID DOCUMENT/ TECHN. SPECS | BID INVITATION & RELEASE | BID SUBMISSION /PUBLIC OPENING | SUBMISSION OF BID EVALUATION REPORT | PC APPROVAL BID EVALUATION REPORT | CONTRACT AWARD AND SIGNING | ADVANCE PAYMENT (MONTHLY) | DELIVERY INSPECTION (SUBSTANTIAL) | ACCEPTANCE AND FINAL PAYMENT |           |
| PLANNED         | 4                     | IFB No.:MCC /NCB/00 2/20/21 | VEHICLES                 | G-4661   | 3                    | 110,000.00         | NCB                           | 3-Aug-20              | 10-Aug-20                                | 17-Aug-20                | 5-Apr-21                       | 3-May-21                            | 10-May-21                         | 17-May-21                  | 24-May-21                 | N/A                               | 7-Jun-21                     | 21-Jul-21 |
| UPDATE ACTUAL   |                       |                             |                          |          |                      |                    |                               |                       |                                          |                          |                                |                                     |                                   |                            |                           |                                   |                              |           |
| PLANNED         | 5                     | IFB No.:MCC /NCB/00 3/20/21 | REFUSE COLLECTION        | G-4773   | ASSORTED             | 60,000.00          | NCB                           | 3-Aug-20              | 10-Aug-20                                | 17-Aug-20                | 5-Apr-21                       | 3-May-21                            | 10-May-21                         | 17-May-21                  | 24-May-21                 | N/A                               | 7-Jun-21                     | 21-Jul-21 |
| UPDATE ACTUAL   |                       |                             |                          |          |                      |                    |                               |                       |                                          |                          |                                |                                     |                                   |                            |                           |                                   |                              |           |
| PLANNED         | 6                     | IFB No.:MCC /NCB/00 4/20/21 | FURNITURE AND FIXTURES   | S-9524   | ASSORTED             | 27,691.00          | NCB                           | 3-Aug-20              | 10-Aug-20                                | 17-Aug-20                | 12-Apr-21                      | 11-May-21                           | 18-May-21                         | 25-May-21                  | 1-Jun-21                  | N/A                               | 14-Jun-21                    | 28-Jul-21 |
| UPDATE ACTUAL   |                       |                             |                          |          |                      |                    |                               |                       |                                          |                          |                                |                                     |                                   |                            |                           |                                   |                              |           |
| SUB - TOTAL (2) |                       |                             |                          |          |                      | 197,691.00         |                               |                       |                                          |                          |                                |                                     |                                   |                            |                           |                                   |                              |           |

PREPARED BY: \_\_\_\_\_  
 DERECK D. PERKINS (MANAGER, PROCUREMENT UNIT - MCC)

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 HON. JEFFERSON T. JOHNS (CHAIRMAN, PROCUREMENT COMMITTEE - MCC)



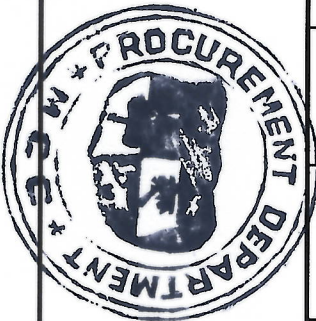
*Approved June 1, 2021*

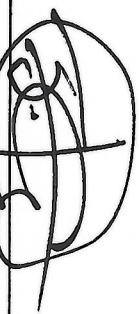
*Approved June 1, 2021*

Monrovia City Corporation (MCC)  
 Procurement Plan (NON - SBA CORE BUDGET)  
 Source of Funding: GOL & INTERANL REVENUE  
 Fiscal Year: 2020-2021

| 1                           | 2                     | 3                           | 4                                | 6             | 7                    | 8                    | 9                             | 10                       | 11                                     | 12                               | 13                             | 14                                    | 15                                 | 16                         | 17                | 18                             | 1                      |
|-----------------------------|-----------------------|-----------------------------|----------------------------------|---------------|----------------------|----------------------|-------------------------------|--------------------------|----------------------------------------|----------------------------------|--------------------------------|---------------------------------------|------------------------------------|----------------------------|-------------------|--------------------------------|------------------------|
| ITEM NO.                    | BASIC DATA            |                             |                                  |               |                      |                      |                               |                          |                                        |                                  | IMPLEMENTATION DATES           |                                       |                                    |                            |                   |                                |                        |
|                             | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE            | BUSINESS ACTIVITE S CODE         | QUANTITY      | ESTIMATED COST (USD) | PROCUR EMENT METHO D | TECHNICAL SPECS/BOQ /DRAWINGS | PREP. OF BID DOCUMENT TS | PC APPROVAL - BID DOCUMENT/ TECH SPECS | BID INVITATIO N & RELEASE OF BID | BID SUBMISSIO N/PUBLIC OPENING | SUBMISSIO N OF BID EVALUATIO N REPORT | PC APPROVAL BID EVALUATIO N REPORT | CONTRACT AWARD AND SIGNING | ADVANC E PAYMEN T | DELIVERY INSPECTIO N (SUBSTANT | ACCEI CE AN FINAL PAYM |
| PLANNED                     | 7                     | IFB No.:MCC /RFQ/00 3/20/21 | Computer supplies & ICT SERVICES | J-5661 1 FIRM | 10,000.00            | RFQ                  | 3-Aug-20                      | 10-Aug-20                | 17-Aug-20                              | 9-Apr-21                         | 19-May-21                      | 26-Apr-21                             | 3-May-21                           | 10-May-21                  | N/A               | 22-Jun-21                      | 28-Ju                  |
| UPDATE                      |                       |                             |                                  |               |                      |                      |                               |                          |                                        |                                  |                                |                                       |                                    |                            |                   |                                |                        |
| ACTUAL                      |                       |                             |                                  |               |                      |                      |                               |                          |                                        |                                  |                                |                                       |                                    |                            |                   |                                |                        |
| SUB - TOTAL (3)             |                       |                             |                                  |               | 10,000.00            |                      |                               |                          |                                        |                                  |                                |                                       |                                    |                            |                   |                                |                        |
| GRAND TOTAL (SUB-TOTAL 1-3) |                       |                             |                                  |               | 233,036.00           |                      |                               |                          |                                        |                                  |                                |                                       |                                    |                            |                   |                                |                        |

PREPARED BY:   
 DERECK D. PERKINS (MANAGER, PROCUREMENT UNIT - MCC)



APPROVED BY:   
 HON. JEFFERSON T. KOJEE (CHAIRMAN, PROCUREMENT COMMITTEE - MCC)

DATE: March 17,

