



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/1477/'20

September 25, 2020

Hon. Adolphus Benjamin Jacobs
SUPERINTENDENT
MONROVIA CONSOLIDATED SCHOOL SYSTEM
Republic of Liberia

Dear Hon. Jacobs:

Subject: **PROVISIONAL APPROVAL MCSS's DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021**

We present our compliments and acknowledge receipt of your letter which sought the approval of the Commission for Monrovia Consolidated School System SBA, and Core Budget, Procurement Plan for FY 2020/2021 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs you that your Procurement 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. Please ensure the inclusion of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

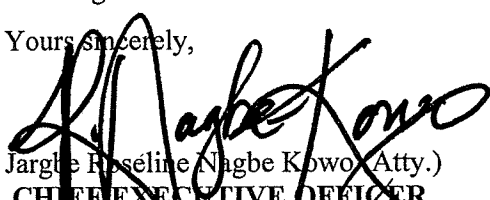
Upon the passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, details budget Monrovia Consolidated School System's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2020/2021 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2020/2021.

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

Yours sincerely,


Jarghe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

Monrovia Consolidated school system
PROCUREMENT PLAN (Core budget)
Source of Funding: GOL
Fiscal year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	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 - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCEMENT PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	1	IFB NO.MCSS/Rfq /001/20/21	Publication	# of Firms	J-5813	4,000.00 USD	RFQ	4/6/20	4/18/20	4/17/20	4/24/20	5/14/20	5/27/19	6/4/20	6/15/20	NA	6/25/20	6/30/21	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO.MCSS/NCB /001/20/21	CATERING SERVICES	1FIRM	I-5621	15,000 USD	NCB	3/11/20	3/19/20	3/23/20	3/27/20	4/20/20	5/13/19	5/20/19	6/9/19	NA	6/24/20	6/29/20	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO.MCSS/Rfq /002/20/21	Repair & Maintenance Vehicle	4Vehic.	G-4520	5,000 USD	RFQ	3/20/20	3/30/20	4/6/20	4/13/20	4/30/20	5/7/20	5/14/20	5/29/20	NA	6/16/20	6/16/20	
UPDATE																			
ACTUAL																			
SUB TOTAL						24,000.00U SD													

Prepared by: Norwu Yorbor
Norwu Yorbor
PROCUREMENT DIRECTOR

Approved by: Benjamin Jacobs
Hon. Adolphus Benjamin Jacobs
HEAD OF ENTITY

Date: 09/11/20

9/18/20

9/18/20

Monrovia Consolidated school system
PROCUREMENT PLAN (Core budget)
Source of Funding: GOL
Fiscal year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
		BASIC DATA						IMPLEMENTATION DATES													
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITY CODE	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/ DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/P UBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS		
PLANNED	4.	IFB NO.MCSS/NCB/0 02/20/21	Cleaning Materials & Services	Assorted	G-4773	25,000 USD	NCB	4/6/20	4/22/20	4/30/20	5/4/20	5/18/20	5/25/20	5/28/20	6/15/20	NA	6/24/20	6/29/21			
UPDATE																					
ACTUAL																					
PLANNED	5.	IFB NO.MCSS/Rfq/0 03/19/20	Printing & Binding	Assorted	C-1812	6,708 USD	Rfq	3/5/20	3/25/20	4/3/20	4/8/20	5/6/20	5/25/20	5/28/20	6/12/20	NA	6/24/20	6/29/21			
UPDATE																					
ACTUAL																					
SUB TOTAL						31,708.00 USD															

Prepared by: Norwu Yorgbor
PROCUREMENT DIRECTOR

Approved by: Hon. Adolphus Benjamin Jacobs
HEAD OF ENTITY

Date: 09/11/2020

9/18/20

09/25/2020

Monrovia Consolidated school system
PROCUREMENT PLAN (Core budget)
Source of Funding: GOL

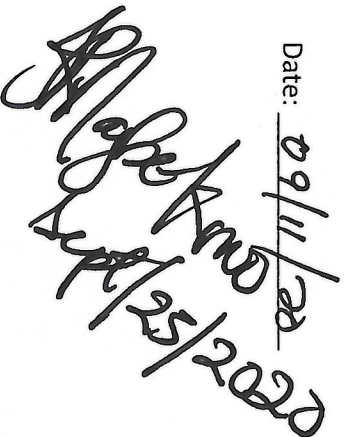
Fiscal year: 2020/2021

Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
1.	IFB NO.MCCSS/RFQ/001/20/21	PUBLICATION	This contract package is intended for advertisement. Portion of the funding from the budget line printing, Binding, and publication will be used to finance this package (\$4,000.00 USD).
2.	IFB NO.MCCSS/SBA/NCB/001/20/21	CATERING SERVICES	This contract package is intended to pay catering services during workshops, conferences and Seminars and is funded from the budget line workshop, conferences and Seminar @ 15,000.00 USD
3.	IFB NO.MCCSS/RFQ/002/20/21	REPAIR & MAINTENANCE VEHICLE	This contract package is intended to repair/service MCCSS Vehicles. 1. LB—0800 2. LB—0803 3. LB—0804 4. LB—0805

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Norwu Yorgbor
PROCUREMENT DIRECTOR



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Monrovia Consolidated school system
PROCUREMENT PLAN (Core budget)
Source of Funding: GOL
Fiscal year: 2020/2021

Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
4.	IFB NO.MCSS/NCB/002/20/21	CLEANING MATERIALS & SERVICES	This contract package is intended to procure cleaning materials for the 23 schools and the central office of the MCSS. <div><div>1. Liquid soap28doz</div><div>2. Tissue200sacks</div><div>3. Sanitizers45doz</div><div>4. Soft brooms15doz</div><div>5. Floor mobs125pcs</div><div>6. Towels m/s30doz</div><div>7. Tide soap25ctns</div><div>8. Wheel barrow10pcs</div><div>9. Shovels25pcs</div><div>10. Rakes20pcs</div></div>
5.	IFB NO.MCSS/RFQ/003/20/21	PRINTING & BINDING	This contract package is intended to produce: Report cards for all MCSS schools, Receipts books for registration and & other, Recor & Roll books, Laboratory manual. 6,708 will be used from the budget line printing, Binding and publication.

Prepared by: 
Norwu Yorgbor
PROCUREMENT DIRECTOR


9/18/20

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Date: 09/11/20


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