



# Republic of Liberia

## Public Procurement & Concessions Commission



Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

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

Ref: PPCC/RL/CEO/550/22

September 9, 2022

Hon. Isaac Saye-Lakpoh Zawolo  
**SUPERINTENDENT**  
Monrovia Consolidated School System  
Republic of Liberia

Subject: **RECEIPT AND APPROVAL OF MONROVIA CONSOLIDATED SCHOOL SYSTEM SPECIAL PROJECT PROCUREMENT PLAN (SBA CORE BUDGET) FY - 2022**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Monrovia Consolidated School System (MCSS) Special Project Procurement Plan (SBA Core Budget) for Fiscal Year 2022, upon review of all submitted documentation, in accordance with Section 40 (3) of the PPCA, 2010.

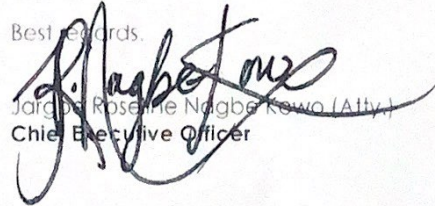
The Commission conveys to the Monrovia Consolidated School System that this Special Project Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan.

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.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice. **The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.**

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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards,

  
Jorgina Roseanne Nagbe Kowa (Atty.)  
Chief Executive Officer



**Monrovia Consolidated school system**  
**SPECIAL PROJECT PROCUREMENT PLAN (SBA-Core budget)**  
Source of Funding: GOL  
Fiscal year: 2022

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)	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 OF PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION AT COMPLETEMENT	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	1.	IFB NO.MCSS/SBA/R B/001/2022	Supply of Arm Chairs	Assorted	C1811	\$ 20,00.00	RB	9/05/22	9/08/22	9/12/22	9/14/22	10/14/22	10/19/22	10/24/22	11/11/22	NA	11/30/22	12/30/22	
UPDATE																			
ACTUAL																			
PLANNED	2.	IFB NO.MCSS/RFQ/01/2022	Repairs and Maintenance Vehicle	3vehicle	G-4520	\$ 5,000.00	RFQ	9/05/22	9/08/22	9/12/22	9/14/22	10/14/22	10/19/22	10/24/22	11/11/22	NA	11/30/22	12/30/22	
UPDATE																			
ACTUAL																			
SUB TOTAL						USD\$ 25,000													

Prepared by: *Norwu Yorgbol*  
**DIRECTOR PROCUREMENT**



Approved by: *[Signature]*  
Hon. Isaac Saye-Lakpoh Zawolo  
**HEAD OF ENTITY**



Date: 09/16/2022

**Monrovia Consolidated school system**  
**SPECIAL PROJECT PROCUREMENT PLAN (\$BA budget)**  
Source of Funding: GOL  
Fiscal year: 2022

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)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC BID APPROVAL-DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC BID APPROVAL- EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCEMENT PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	3	IFB NO./MC/SS/SBA/R FQ./002/2022	Lortina quarter roofing	1	F-4100	\$ 10,000.00	RFQ	9/05/22	9/08/22	N/A	N/A	N/A	N/A	N/A	11/11/22	NA	11/30/22	12/30/22	
UPDATE																			
ACTUAL																			
SUB TOTAL						USD 5 10,000.00													
GRAND TOTAL						USD 35,000.00													

Prepared by: Norwu Yrbbor  
Norwu Yrbbor  
DIRECTOR PROCUREMENT



Approved by: Hon. Issac Saye-Lakpoh Zawolo  
Hon. Issac Saye-Lakpoh Zawolo  
HEAD OF ENTITY

Date: 09/06/2022



09/06/2022  
09/06/2022  
09/06/2022



**Monrovia Consolidated school system**  
**SPECIAL PROJECT PROCUREMENT PLAN (SBA budget)**  
Source of Funding: GOL  
Fiscal year: 2022

Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
1.	IFB NO.MCSS/SHA/RFQ/002/2022	Lorma quarter roofing	This contract package is funded from the budget line repairs and maintenance civil which is intended to carry roofing and ceiling works at Lorma Quarter School, which is of priority for the reopening of School.

Prepared by: *Norwu Yigbor*  
Norwu Yigbor  
DIRECTOR PROCUREMENT



Approved by: *[Signature]*  
8, 2022

Hon. Isaac Saye-Lakpo Zawolo  
HEAD OF ENTITY



Date: 09/06/2022  
09/06/2022

# Monrovia Consolidated school system PROCUREMENT PLAN (Core budget)

Source of Funding: GOL  
Fiscal year: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
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PLANNED	1	IFB NO.MCSS/RB/001/2022	vehicle	1	G-4510	\$38,000.00 USD	RB	9/05/22	9/08/22	9/12/22	9/14/22	10/14/22	10/19/22	10/24/22	11/11/22	NA	11/30/22	12/30/22	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO.MCSS/RB/001/2022	Purchase of motor bike	3 bikes	G-4510	\$ 2,850.00	RFQ	9/05/22	9/08/22	9/12/22	9/15/2022	9/20/2022	9/23/2022	9/28/2022	10/07/2022	N/A	10/14/22	10/21/22	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO.MCSS/RB/002/2022	Laboratory Consumables	Assorted	G-4659	\$26,688.79 USD	RB	9/05/22	9/08/22	9/12/22	9/14/22	10/14/22	10/19/22	10/24/22	11/11/22	NA	11/30/22	12/30/22	
UPDATE																			
ACTUAL																			
SUB TOTAL						\$ 67,538.79 USD													

PPCC

Public Procurement Commission

Prepared by: Norwu Yorqbor  
DIRECTOR PROCUREMENT



Approved by: [Signature]  
8/2022

Hon. Issac Saye-Lakpo Zawolo  
HEAD OF ENTITY

Date: 09/06/2022  
[Signature]  
Sept 9/2022



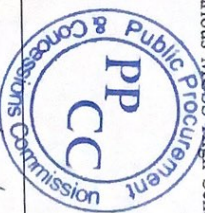


**Monrovia Consolidated school system**  
**SPECIAL PROJECT PROCUREMENT PLAN (core budget)**

Source of Funding: GOL

Fiscal year: 2022

Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
1.	IFB NO.MCSS/SBA/RB/001/2022	Vehicle	This contract package is funded from the budget line Transport Equipment which is intended to purchase three vehicles for used by the entity. The procurement process will be done into lots. Lot#1- Purchase of Minibus, Lot#2- Purchase of Double Cabin Pick-up, Lot#3- Purchase of Utility Vehicle.
2.	IFB NO.MCSS/SBA/RFQ/001/2022	Motor bikes	This contract package is funded from the budget line Transport Equipment which is intended to purchase three motorbikes for used by the entity.
3.	IFB NO.MCSS/SBA/RB/002/2022	Laboratory Consumables	This contract package is funded from the budget line Laboratory Consumables which is intended to Refurbish Science Labs at the Various MCSS High School in and around Monrovia for used by the entity.



Prepared by: Norwu Yrgbor  
DIRECTOR PROCUREMENT

Approved by: Issac Saye-Lakpoh Zawolo  
Sept 8, 2022

HON. Issac Saye-Lakpoh Zawolo  
HEAD OF ENTITY

Date: 09/06/2022  
Sept 10, 2022



**Monrovia Consolidated school system**  
**PROCUREMENT PLAN (Core Budget)**  
 Source of Funding: GOL  
 Fiscal year: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
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PLANNED	4	IFB NO./MCSS/RFQ /002/2022	Maintenance Information System	Assorted	J-6202	\$ 10,000.00	RFQ	9/05/22	9/08/22	9/12/22	9/15/2022	9/20/2022	9/23/2022	9/28/2022	10/07/2022	N/A	10/14/22	10/21/22	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB NO./MCSS/RFQ /003/2022	Catering Services		I-5621	\$3,200.00	RFQ	9/05/22	9/08/22	9/12/22	9/15/2022	9/20/2022	9/23/2022	9/28/2022	10/07/2022	N/A	10/14/22	10/21/22	
UPDATE																			
ACTUAL																			
SUB Total						\$13,200.00	USD												
GRAND TOTAL						\$ 80,738.79.00	USD												

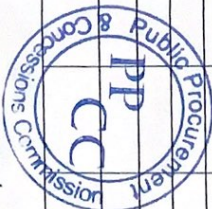
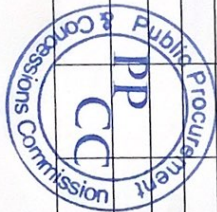
Prepared by: Norwu Yorgbot  
 DIRECTOR PROCUREMENT

Approved by:

HON. Issac Saye-Lakpoh Zawolo

HEAD OF ENTITY

Date: 09/06/2022



*Signature*  
 09/06/2022

*Signature*  
 09/06/2022



**Monrovia Consolidated school system**  
**SPECIAL PROJECT PROCUREMENT PLAN (Core budget)**  
Source of Funding: GOL  
Fiscal year: 2022

Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
4.	IFB NO.MCSS/SBA/Rfq/002/2022	Information System	This contract package is funded from the budget line Student Information System which is intended to build an information system that will link Students data from all of the MCSS High School toward the central office for proper tracking so that parents can have access to their Children information on line by way of the internet.
5.	IFB NO.MCSS/SBA/Rfq/003/2022	Catering Services	This contract package is funded from the budget line Workshop conferences and seminar and is intended to be used for feeding during the different workshops for Teachers, Registrars, Administrative staffs of the various 24 schools.

Prepared by: *Norwu Yigbor*  
Norwu Yigbor  
DIRECTOR PROCUREMENT



Approved by: *Issac Saye-Lakpoh Zawolo*  
Hon. Issac Saye-Lakpoh Zawolo  
HEAD OF ENTITY



*Signature of Head of Entity*  
19/06/2022

Date: 09/06/2022

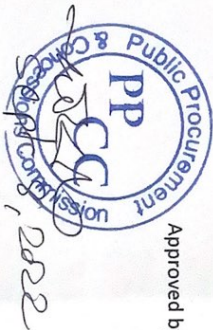


**Monrovia Consolidated school system**  
**SPECIAL PROJECT PROCUREMENT PLAN (SBA budget)**  
Source of Funding: GOL

Fiscal year: 2022

Items No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
1.	IFB NO.MCSS/SBA/RB/001/2022	Supply of Arm Chairs	This contract package is funded from the budget line repairs and maintenance civil which is intended to procure arm chairs to be supplies in the various MCSS School in Monrovia and its environs.
2.	IFB NO.MCSS/SBA/RFQ/001/2022	Repairs and Maintenance vehicle	This contract package is funded from the budget line repairs and maintenance vehicle which is intended to repair 3 vehicles.

Prepared by: *Norwu Yorgbor*  
Norwu Yorgbor  
DIRECTOR PROCUREMENT



Approved by: *[Signature]*  
Hon. Isaac Saye-Lakpo Zawolo  
HEAD OF ENTITY



Date: 09/06/2022  
*[Signature]*  
September 1, 2022