



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/056/'21

February 17, 2021

Hon. Henry B. Fahnbulleh
DEPUTY MINISTER
Ministry of Foreign Affairs
Republic of Liberia

Dear Hon. Fahnbulleh:

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

We present our compliments and acknowledge receipt of your letter which sought the final approval of the Commission for **Ministry of Foreign Affairs (MOFA)** SBA and Non SBA Procurement Plans for FY 2020/2021 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs you that your plan has been **Approved** and has been forwarded to the Ministry of Finance and Development Planning(MFDP).

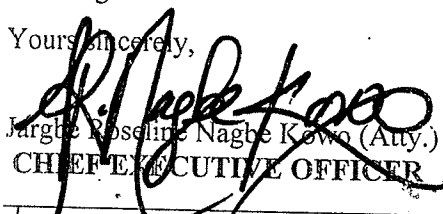
The Commission advises that you observe **Section 40(5)** of the PPCA, 2010 which states that Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in procurement plan and be provided with 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.

Please be advised that your Entity can carry out procurement activities based on this final approved Procurement Plan culminating in **framework agreements** for recurrent procurement items. Please ensure to include notification 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>.

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

MINISTRY OF FOREIGN AFFAIRS
CORE BUDGET PROCUREMENT PLAN (Core Budget)
Source of Funding: GOVERNMENT OF LIBERIA (GOL)
Fiscal Year: 2020-2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/RA WINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID	BID INVITATION N &	BID SUBMISSION/UP UBLIC	SUBMISSION N OF BID EVALUATION	PC APPROVAL - BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA)	DELIV INSPER (SUBS)
PLANNED	1	MEF No. MEF/REQ/001/2021	Cleaning Materials	Assorted	\$5,000.00	RFQ	4/11/2020	9/11/2020	16/11/2020	17/11/2020	24/11/2020	27/11/2020	30/11/2020	5/12/2020	N/A	8/12/
UPDATE																
ACTUAL																
PLANNED	2	MEF No. MEF/REQ/002/2021	Stationery	Assorted	\$5,000.00	RFQ	5/11/2020	10/11/2020	17/11/2020	18/11/2020	25/11/2020	28/11/2020	1/12/2020	6/12/2020	N/A	9/12/
UPDATE																
ACTUAL																
PLANNED	3	MEF No. MEF/NCE/001/2021	Printing and Binding services	One(1) Firm	45,000.00	NCB	4/11/2020	11/11/2020	18/11/2020	28/11/2020	29/12/2020	5/01/2021	12/01/2021	19/01/2021	N/A	26/01/
UPDATE																
ACTUAL																
PLANNED	4	MEF No. MEF/RB/001/2021	Supply of Vehicle	One(1)	93,530.00	RB	4/11/2020	11/12/2020	18/12/2020	25/12/2020	26/01/2021	2/02/2021	9/02/2021	16/02/2021	N/A	23/02/
UPDATE																
ACTUAL																
				TOTAL	148,530.00											


Prepared by: 
Cynthia G. Nahn, Sr.
Procurement Director

Approved by: 
Henry B. Fambouh
DEPUTY MINISTER FOR FOREIGN AFFAIRS


Date: 01/25/21

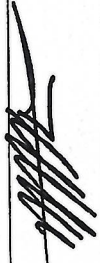

Feb. 16, 2021

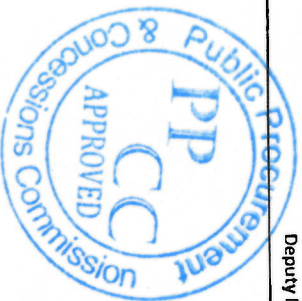


Feb 17/2021


#VALUE!		Explanatory Note-Core budget 2020/2021	
No.	Code	Contract Package	Contents
1	IFB No. MFA/RFQ/001/20/21	Cleaning Materials	This contract package is derived from the budgetline cleaning materials and service with the total on this line will be used to procure assorted materials in the contents of the package with the Procurement method in keeping with the Procurement legal framework of Liberia. However, upon initial appropriated amount was reduced from US\$10,000 to US\$ 5,000 thus necessitated the update to US\$ 5,000 thus necessitated the update in this context.
2	IFB No. MFA/RFQ/002/20/21	Stationery	This contract package was derived from the budget line printing, binding and publication services, staple machines, etc. Hence, based upon the package value and in keeping with the regulation or process is considered. However, upon the approval of the National budget, the initial appropriation to US\$ 5,000 thus necessitated the update in this context.
3	IFB No. MFA/NCB/001/20/21	Printing and Binding Services	This contract package was derived from the budget line printing, binding and publication services, staple machines, etc. Hence, based upon the package value and in keeping with the regulation or process is considered. However, upon the approval of the National budget, the initial appropriation to US\$ 5,000 thus necessitated the update in this context.
4	IFB No. MFA/RFQ/001/20/21	Vehicle Supply	This contract package is taken from the budgetline machinery and equipment, and it will be used of the budgetline as was derived (i.e. Transport equipment). Hence, the total amount placed in it. However, upon the approval of the National budget it was set at zero, but the allotment of the Ministry an increase in the amount from S\$65,000 to US\$ 93,630.00 thus necessitated the upward movement

Prepared by: 
Cyrus G. Flahn Sr.
Procurement Director

Approved by: 
Henry B. Fahnbullah
Deputy Minister for Foreign Affairs



Feb 17/2021
J. M. G. F. N. D.