



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/OIC/165/'23**

July 6, 2023

Hon. Williametta E. Saydee-Tarr

MINISTER

Ministry of Gender, Children and Social Protection
Republic of Liberia

Dear Hon. Tarr:

Subject: **RECEIPT AND APPROVAL OF THE MINISTRY OF GENDER UPDATED PROJECT PROCUREMENT PLAN FOR FISCAL YEAR 2023.**

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Gender, Children and Social Protection submission of its Updated Project Procurement Plan. The Commission has received and approves the MOGCSP Updated Project Procurement Plan for Fiscal Year 2023 in accordance with **Section 40 (3)** of the PPCA, 2010, and informs the MOGCSP that this 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 Plans.

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,

Stevenson S. Yond
OFFICER IN CHARGE



REPUBLIC OF LIBERIA
MINISTRY OF GENDER, CHILDREN & SOCIAL PROTECTION
Ministerial Complex, Congo Town
1000 Monrovia, 10 Liberia



OFFICE OF THE MINISTER

Phone nos: (+231) 0880355524
775381734

Ref.# MGCSP/WEST/M/076/'23

July 4, 2023

Mr. Stevenson S. Yond
Officer In Charge (OIC)
Public Procurement & Concession Commission
Executive Mansion Grounds, Capitol Hill

Dear Mr. Yond,


Compliments of highest esteem!

I write to submit the updated project procurement plan of the Ministry of Gender, Children and Social Protection for your review and approval, as mandated in section 40 (5) of the PPCA of 2010 which states that a procuring entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan.

In view of the above, please see the attached plan as required by law for review and final approval.

We look forward to hearing from you soon.

Best regards,



Williametta E. Saydee -Tarr
MINISTER

Received:
Theophilus Kollie
July 4, 2023
Time: 2:51pm

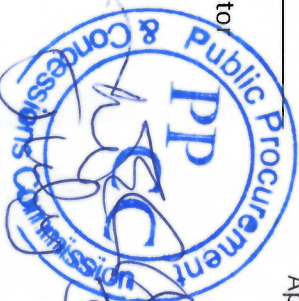
MINISTRY OF GENDER, CHILDREN,
AND SOCIAL PROTECTION
AGU, CHILDREN DIVISION & SGBV
PROJECT PROCUREMENT PLAN
SOURCE OF FUNDING: UNFPA
FISCAL YEAR: 2023

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	Remark
	Item	CODE	Contract Package	BUSINESS REGISTRATI ON CODE	QTY	EST COST	PROC METHOD	TECH SPECS/BOQ/ DRAWINGS	PREPARATI ON OF BIDDING DOC.	PC APPROVAL- BID DOCUMENT	BID INVITATION & RELEASE OF BID DOC	BID SUBMISS ION/PUB OPENIN	SUB OF BID EVALUAT R E P O R	PC APPROVAL- BID EVAL. REPORT	CONTRACT AWARD/SIGNI NG	ADVANC E PAYMEN T	DELIVERY, INSPECTION (SUBSTANTIA L COMPLETE)	ACCEPTANCE & FINAL PAYMENT	
	PLANNED	1	IFB/MGCSP/AG U/CD/SGBV/RF Q/001/2023	G4/61	1 Firm	\$6,027.50	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
	UPDATE																		
	ACTUAL																		
	PLANNED	2	IFB/MGCSP/AG U/CD/SGBV/RF Q/002/2023	J6.90	1 Firm	\$6,725.00	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
	UPDATE																		
	ACTUAL																		
	PLANNED	3	IFB/MGCSP/AGU Hall Rental services /CD/SGBV/RFQ/ 003/2023		1 Firm	\$3,800.00	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
	UPDATE																		
	ACTUAL																		
	PLANNED	4	IFB/MGCSP/AGU Stationery supplies /CD/SGBV/RFQ/ 004/2023	G4/61	1 Firm	\$6,380.00	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
	UPDATE																		
	ACTUAL																		
Sub Total						22,932.50													

Prepared by: 
Morris T. Dosii
Acting Procurement Director

Approved by: 
Williametta E. Saydee-Tarr
Minister/ Chair, Procurement Committee

Date: July 4, 2023



MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
DEPARTMENT OF GENDER (AGU, CHILDREN DIVISION & SGBV) PROJECT PROCUREMENT PLAN

SOURCE OF FUNDING: UNFPA

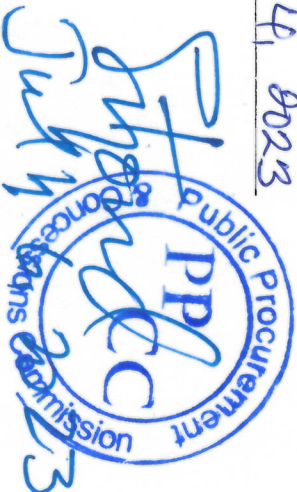
FISCAL YEAR: 2023

1.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/001/2023	Catering services	This contract package is from the budget line Feeding, water, and soda, and it is intended firm to provide Catering services for the Department of Gender (AGU, CD, & SGBV). Feeding----- 5,700.00 Water----- 180.00 Soda----- 147.50 Total----- 6,027.50
2.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/002/2023	Communication/Scratch cards	This contract package is from the budget line Communication cards, and it is intended to provide Scratch cards for the Department of Gender (AGU, CD, & SGBV) Staffers.
3.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/003/2023	Hall Rental services	This contract package is from the budget line Hall Rental services, and it is intended to provide Hall rental services for the Department of Gender (AGU, CD, & SGBV) programs
4.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/004/2023	Stationery supplies	This contract package is from the budget line Stationery supplies, and it is intended to provide assorted stationeries such as but not limited to the followings: ream of sheets (A-4), Pens, folders, note pads, ink, markers, ledgers, & etc, to be used by the Department of Gender (& SGBV) programs/activities.

Prepared by: 
Marij's T. Dosii
Acting Procurement Director

Approved by: 
Williametta E. Saydee-Tarr
Minister/ Chair, Procurement Committee

Date: July 4, 2023



MINISTRY OF GENDER, CHILDREN,
AND SOCIAL PROTECTION
AGU, CHILDREN DIVISION & SGBV
PROJECT PROCUREMENT PLAN
SOURCE OF FUNDING: UNFPA
FISCAL YEAR: 2023

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Item	CODE	Contract Package	BUSINESS REGISTRATI ON CODE	QTY	EST COST	PROC METHOD	TECH SPECS/BOQ/ DRAWINGS	PREPARATI ON OF BIDDING DOC.	PC APPROVAL- BID DOCUMENT	BID INVITATION & RELEASE OF BID DOC	BID SUBMISS ION/PUB OPENIN	SUB OF BID EVALUAT R E P O R T	PC APPROVAL- BID EVAL. REPORT	CONTRACT AWARD/SIGNI NG	ADVANC E PAYMEN T	DELIVERY, INSPECTION (SUBSTANTIA L COMPLETE)	ACCEPTANCE & FINAL PAYMENT
	5	IFB/MGCSPP/AG U/CD/SGBV/NC	ICT Equipment	G4773	1 Firm	\$10,300.00	NCB	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023
UPDATE		IFB/MGCSPP/AG U/CD/SGBV/NC	ICT Equipment	G4773	1 Firm	\$10,300.00	RFQ	23/05/2023	25/05/2023	01/06/2023	07/10/2023	07/11/2023	07/20/2023	07/25/2023	07/31/2023	N/A	31/10/2023	29/12/2023
ACTUAL																		
PLANNED	6	IFB/MGCSPP/AG U/CD/SGBV/RF Q/005/2023	Printing services	G4761	1 Firm	\$1,475.00	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023
UPDATE																		
ACTUAL																		
PLANNED	7	IFB/MGCSPP/AG U/CD/SGBV/RF Q/006/2023	Repairs/Maintenance- Vehicle	16120	1 Firm	\$1,000.00	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023
UPDATE																		
ACTUAL																		
PLANNED	8	IFB/MGCSPP/AG U/CD/SGBV/RF /001/2023	Fuel	G4661	755,555 gals of Fuel @ 4.95 & 795,744 gals of Gas @ 4.70	\$7,480.00	RB	23/05/2023	25/05/2023	01/06/2023	06/06/2023	20/06/2023	21/06/2023	23/06/2023	28/06/2023	N/A	31/10/2023	29/12/2023
UPDATE																		
ACTUAL																		
Sub Total						20,255.00												

Prepared by: M. T. Dosil Approved by: Williametta E. Saydee-Tarr
Acting Procurement Director Minister/Chair, Procurement Committee
Date: July 4, 2023




MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION

DEPARTMENT OF GENDER (AGU, CHILDREN DIVISION & SGBV) PROJECT PROCUREMENT PLAN

SOURCE OF FUNDING: UNFPA

FISCAL YEAR: 2023

5.	IFB/MGCCSP/AGU/CD/SGBV/NCB/001/2023	ICT Equipment	This contract package is from the budget line Office and IT supplies, and it is intended to Laptops, Tablets, Printers and Desktop for the Department of Gender (AGU, CD, & SGB
	IFB/MGCCSP/AGU/CD/SGBV/RFQ/001/2023		
5.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/005/2023	Printing services	This contract package is from the budget line Training and Capacity building, and it is inte a firm to provide printing services of the following items for the Department of Gender (A SGBV): Banners----- 4pcs---600.00 Infographics--- 170pcs-680.00 Presentation & Programs---65 copies---195.00 Total----- 1,475.00.
7.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/006/2023	Repairs/Maintenance-Vehicle	This contract package is from the budget line Vehicle maintenance, and it is intended to hi provide maintenance services for the Department of Gender (AGU, CD, & SGBV) vehicle
3.	IFB/MGCCSP/AGU/CD/SGBV/RFQ/001/2023	Fuel	This contract package is from the budget line Fuel, and it is intended to procure 755.555 g Fuel @ 4.95, which is equivalent to 50% (US\$3,740.00) of the total US\$7,480.00, and 79 of Gasoline @ 4.70, which is also equivalent to 50% (US\$3,740.00) of the total US\$7,480 used by the Department of Gender (AGU, CD, & SGBV) programs/activities.

Prepared by: 
Morris J. Posi
Acting Procurement Director

Approved by: 
Williametta E. Saydee-Tarr
Minister/ Chair, Procurement Committee

Date: July 4, 2023



MINISTRY OF GENDER, CHILDREN,
AND SOCIAL PROTECTION
AGU, CHILDREN DIVISION & SGBV
PROJECT PROCUREMENT PLAN
SOURCE OF FUNDING: UNFPA
FISCAL YEAR: 2023

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Item	CODE	Contract Package	BUSINESS REGISTRATI ON CODE	QTY	EST COST	PROC METHOD	TECH SPECS/BOQ/ DRAWINGS	PREPARATI ON OF BIDDING DOC.	PC APPROVAL- BID DOCUMENT	BID INVITATION & RELEASE OF BID DOC	BID SUBMISS ION/PUB OPENIN	SUB OF BID EVALUAT R E P O R T	PC APPROVAL- BID EVAL. REPORT	CONTRACT AWARD/SIGNI NG	ADVANC E PAYMEN T	DELIVERY, INSPECTION (SUBSTANTIA L COMPLETE)	ACCEPTANCE & FINAL PAYMENT	Remark	
	9	IFB/MGCSF/AG U/CD/SGBV/SS /002/2023	Publication service	CL811	1 Firm	\$10,025.00	NCB	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
UPDATE		IFB/MGCSF/AG U/CD/SGBV/SS	Publication service	CL811	1 Firm	\$10,025.00	RFQ	23/05/2023	25/05/2023	01/06/2023	07/17/2023	07/20/2023	07/25/2023	07/31/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
ACTUAL																			
PLANNED	10	IFB/MGCSF/AG U/CD/SGBV/RF Q/007/2023	Consultant services	G4761	1 Firm	\$6,500.00	RFQ	23/05/2023	25/05/2023	01/06/2023	06/06/2023	13/06/2023	15/06/2023	19/06/2023	23/06/2023	N/A	31/10/2023	29/12/2023	
UPDATE																			
ACTUAL																			
Sub Total					16,525.00														
Grand Total					59,712.50														

Prepared by: Morris T. Dosi
Acting Procurement Director

Approved by: Williametta E. Saydee-Tarr
Minister/Chair, Procurement Committee

Date: July 4, 2023




MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION


DEPARTMENT OF GENDER (AGU, CHILDREN DIVISION & SGBV) PROJECT PROCUREMENT PLAN

SOURCE OF FUNDING: UNFPA

FISCAL YEAR: 2023

9.	IFB/MGCSP/AGU/CD/SGBV/NCB/002/2023	Publication services	This contract package is from the budget lines Training and Capacity building/Media ser Publication, and it is intended to hire a firm to publish REOI in 3 Newspapers and develo dramas, jingles and airing of jingles for the Department of Gender (AGU, CD, & SGBV). Newspaper publication----- 2,025.00 Radio drama & Jingles----- 8,000.00
10.	IFB/MGCSP/AGU/CD/SGBV/RFQ/007/2023	Consultant services	This contract package is from the budget line Individual Consultant, and it is intended to h develop, produce and air messages on the DNA/Forensic service provision and GBV preve different vernaculars for the Department of Gender (AGU, CD, & SGBV) :

Prepared by: 
Morris J. Dosii
Acting Procurement Director

Approved by: 
Williametta E. Saydee-Tarr
Minister/ Chair, Procurement Committee

Date: July 4, 2023

