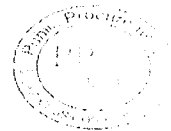




Republic of Liberia  
**Public Procurement & Concessions Commission**

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/OIC/133/'22

June 19, 2023

Hon. Williametta E. Saydee Tarr

**MINISTER**

Ministry of Gender, Children and Social Protection  
Republic of Liberia

Dear Hon. Tarr:

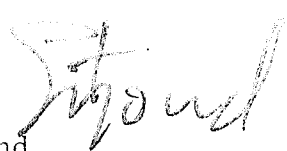
Subject: **"RECEIPT AND APPROVAL OF THE MINISTRY OF GENDER DRAFT PROJECT PROCUREMENT PLAN PROCUREMENT FOR FISCAL YEAR 2023."**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Gender Draft SGBV Project Procurement Plan, for the Fiscal year 2023, in accordance with Section 55 (b) and 40 (3) of the PPCA. The Commission informs the Ministry of Gender, Children and Social Protection that its Draft 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, upon conclusion of stipulated processes.

The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a 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 the procurement plan and be provided with a 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.

The Public Procurement and Concessions Commission admonishes and deem 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 public procurement and concessions processes.

Yours sincerely,

  
Stevenson S. Yond  
**OFFICER-IN-CHARGE**



Office of the Minister

Republic of Liberia  
MINISTRY OF GENDER, CHILDREN AND SOCIAL PROTECTION  
Ministerial Complex, Congo Town  
1000 Monrovia 10, Liberia, West Africa



Ref.#MGCSP/WEST/M/067/'23

June 9, 2023

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

Dear Mr. Yond,

Compliments of highest esteem!

I write to submit the draft Project Procurement plan for your review and approval, as mandated in section 40 (3) of the PPCC of 2010.

Listed in this Project Procurement plan are all the goods, services, and works that the Sexual Gender Based Violence Unit (SGBV), under the Ministry of Gender, Children and Social Protection intends to procure this year with funds from the United Nations Children's Emergency Fund (UNICEF).

Looking forward to your timely response.

Best regards,



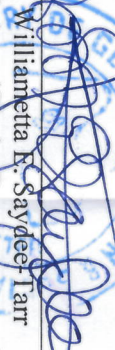
Williametta E. Saydee-Tarr  
MINISTER

Received:  
Theophilus S.B. Kollie  
June 13, 2023  
Time: 1:48pm

MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION  
SGBV PROJECT PROCUREMENT PLAN  
SOURCE OF FUNDING: UNICEF  
FISCAL YEAR: 2023

BASIC DATA										IMPLEMENTATION DATES							
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS REGISTRATION CODE	QTY	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	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	
PLANNED	1	I/FB No. MG/CSP/SGBV/RfQ/001/2023	Communication/Scratch cards	J6190	1 Firm	5,540.00	RfQ	30/05/2023	01/06/2023	08/06/2023	13/06/2023	20/06/2023	22/06/2023	26/06/2023	30/06/2023	N/A	31/10/2023
UPDATE																	
ACTUAL																	
PLANNED	2	I/FB No. MG/CSP/SGBV/RfQ/002/2023	Stationery supplies	G4761	1 Firm	3,975.00	RfQ	30/05/2023	01/06/2023	08/06/2023	13/06/2023	20/06/2023	22/06/2023	26/06/2023	30/06/2023	N/A	31/10/2023
UPDATE																	
ACTUAL																	
PLANNED	3	I/FB No. MG/CSP/SGBV/RfQ/003/2023	Maintenance/Repairs-Vehicle	J6120	1 Firm	900.00	RfQ	30/05/2023	01/06/2023	08/06/2023	13/06/2023	20/06/2023	22/06/2023	26/06/2023	30/06/2023	N/A	31/10/2023
UPDATE																	
Actual																	
Planned	4	I/FB No. MG/CSP/SGBV/RfQ/004/2023	Food Items		Assorted	10,000.00	RfQ	30/05/2023	01/06/2023	08/06/2023	13/06/2023	20/06/2023	22/06/2023	26/06/2023	30/06/2023	N/A	31/10/2023
Update																	
		Sub Total			US\$20,415.00												

Prepared by:   
Morris T. Dosi  
Acting Procurement Director

Approved by:   
Williametta R. Saydee-Larr  
Minister/Chair, Procurement Committee

Date: June 9, 2023





MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION  
SGBV Project Procurement Plan Notes  
SOURCE OF FUNDING: UNICEF  
FISCAL YEAR: 2023

1	IFB NO. MGCSP/SGBV/RFQ/001/2023	Communication/Scratch Cards	This contract package is from the Budget line Operational and Logistical support to GBV Division, and it is intended to procure 1,108 Communication cards for Staffers of the SGBV Division in 5 counties (Mombasa, Lamu, Kilifi, Malindi, and Kunduchi)
2	IFB NO. MGCSP/SGBV/RFQ/002/2023	Stationery supplies	This contract package is from the Budget line Operational and Logistical support to GBV Division, and it is intended to procure assorted Stationery supplies (Realm of sheet, Pens, Cartridge, Manila folder, Notebook, and etc) for the SGBV Division at the central office and 5 counties.
3	IFB NO. MGCSP/SGBV/RFQ/003/2023	Maintenance/Repairs-Vehicle	This contract package is from the Budget line Vehicle maintenance and repair, and it is intended to hire a firm to provide repair and maintenance services for the SGBV Division vehicles.
4	IFB NO. MGCSP/SGBV/RFQ/004/2023	Food Items	This contract package is from the Budget line Provision of Psychosocial materials for 300 child survival of rape, and it is intended to procure assorted Food Items (Food supplements) for the SGBV rape survivors at the one-stop centers and Safe Homes in 5 Spotlight counties.

Prepared by:   
Morris J. Doshi,  
Acting Procurement Director



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





Date: June 9, 2023



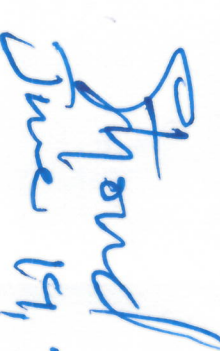
MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION  
SGBV PROJECT PROCUREMENT PLAN  
SOURCE OF FUNDING: UNICEF  
FISCAL YEAR: 2023

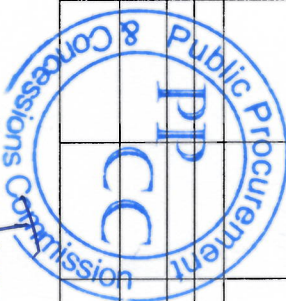
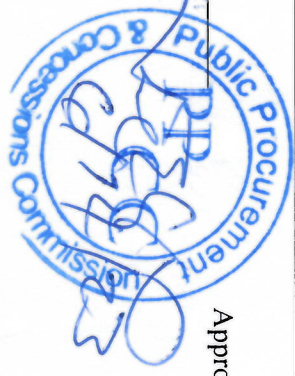
BASIC DATA							IMPLEMENTATION DATES									
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS REGISTRATION CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)
PLANNED 5	IFB NO.MGCSP/SGBV/RFQ/005/2023	Cleaning Materials	C-1811/12	1 Firm	10,000.00	RFQ	30/05/2023	01/06/2023	08/06/2023	13/06/2023	20/06/2023	22/06/2023	26/06/2023	30/06/2023	N/A	31/10/2023
UPDATE																
ACTUAL																
PLANNED 6	IFB NO.MGCSP/SGBV/RFQ/006/2023	Clothing		Assorted	10,000.00	RFQ	30/05/2023	01/06/2023	08/06/2023	13/06/2023	20/06/2023	22/06/2023	26/06/2023	30/06/2023	N/A	31/10/2023
UPDATE																
ACTUAL																
PLANNED 7	IFB NO.MGCSP/SGBV/RFQ/001/2023	Fuel	G4661	624.747gals of Fuel @ 4.95 & 657.978gals of Gas @ 4.70	6,185.00	RB	30/05/2023	01/06/2023	08/06/2023	13/06/2023	27/06/2023	30/06/2023	05/07/2023	12/07/2023	N/A	31/10/2023
UPDATE																
ACTUAL																
Sub Total					26,185.00											
Grand Total					\$46,600.00											

Prepared by:   
Morris T. Dosi  
Acting Procurement Director

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

Date: June 9, 2023


  
Howard  
June 14, 2023

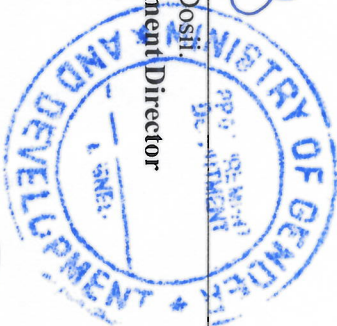




MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION  
SGBV Project Procurement Plan Notes  
SOURCE OF FUNDING: UNICEF  
FISCAL YEAR: 2023

5	IFB NO. MGCSP/SGBV/RFO/005/2023	Cleaning materials	This contract package is from the Budget line Provision of Psychosocial materials for 300 child survival of rape, and it is intended to p assorted Cleaning materials (Sanitary & hygiene materials) for the SGBV rape survivors at the one-stop centers and Safe Homes in 5 S counties (Montserratado, Nimba, Lofa, Grand Geddeh, and Grand Cape Mount).
6	IFB NO. MGCSP/SGBV/RFO/006/2023	Clothing	This contract package is from the Budget line Provision of Psychosocial materials for 300 child survival of rape, and it is intended to p assorted Clothing (Clothes) for the SGBV rape survivors at the one-stop centers and Safe Homes in 5 Spotlight counties (Montserratado, Lofa, Grand Geddeh, and Grand Cape Mount).
7	IFB NO. MGCSP/SGBV/RB/001/2023	Fuel	This contract package is from the Budget line Operational support to GBV Division (fuel for follow up), and it is intended to procure t of Fuel @ 4.95, which is equivalent to 50% (US\$3,092.50) of the total amount for Fuel (US\$6,185.00) and 657.978gals of Gasoline w also equivalent to 50% (US\$3,092.50) of the total amount for Fuel (US\$6,185.00) to be used by the Staffers of the SGBV Division in : (Montserratado, Nimba, Lofa, Grand Geddeh, and Grand Cape Mount) for follow up.

Prepared by:   
Morris T. Doshi  
Acting Procurement Director



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



Date: June 9, 2023

