



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/0458/'19

August 16, 2019

Hon. Varney A. Sirleaf

MINISTER

Ministry of Internal Affairs

Republic of Liberia

Dear Hon. Sirleaf:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Internal Affairs SBA and Non SBA Procurement Plans for FY 2019/2020 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform you that your 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. Similarly, you are also advised to carry out procurement activities for non-recurrent procurement items in advance of the passage of the National Budget, but contracts for these packages **MUST** not be signed until the budget is approved by the President and you **ascertain the availability of funding**. Please ensure to include notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MIA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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.

Sincerely Yours

Jargbe Roseline Nagbe Kowo (Atty).

CHIEF EXECUTIVE OFFICER

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

MINISTRY OF INTERNAL AFFAIRS
NON SPA PROCUREMENT PLAN
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA
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	BUSINESS ACTIVITIES CODE	QTY	ESTIMATED COST USD	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/ DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL- BID	BID INVITATION & RELEASE	BID SUBMISSION/ PUBLIC	SUBMISSIO N OF BID EVALUATI	PC APPROVAL- BID EVALUATION	CONTRACT AWARD& SIGNING	ADVANCE PAYMENT (MOBILIZ	DELIVERY, INSPECTIO N/SUBSTAN	ACCEPTANCE & FINAL PAYMENT	REMARKS
Planned	1	IFB NO.MIA/RB/001/2019-2020	Stationery	G 4761	Assorted	15,267.00	RB	20-Jun-19	27-Jun-19	11-Jul-19	19-Jul-19	19-Aug-19	2-Sep-19	9-Sep-19	16-Sep-19	N/A	18-May-20	19-Jun-20	
Update																			
Actual																			
Planned	2	IFB NO.MIA/NCB/001/2019-2020	Vehicle Rentals	H4922	4	20,000.00	NCB	17-Jun-19	2-Jul-19	9-Jul-19	16-Jul-19	16-Aug-19	30-Aug-19	6-Sep-19	20-Sep-19	N/A	22-May-20	22-Jun-20	
Update																			
Actual																			
Planned																			
Update																			
Actual																			
Grand Total						\$ 35,267.00													


Prepared By: 
 Tabeth A.M. Gray, Director of Procurement

DATE: 8-8-19

Approved By: 
 Yamey A. Sileaf
 Minister/Chairman/PC

DATE: 12/08/19


Provisioned:


 08/15/19

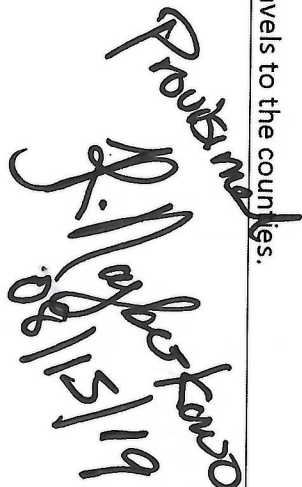
Attended
 August 15, 2019

NAME OF ENTITY: MINISTRY OF INTERNAL AFFAIRS (MIA)
 PROCUREMENT PLAN EXPLANATORY NOTES
 NON SBA PROCUREMENT PLAN
 FISCAL YEAR: 2019/2020

Item NO.	Contract Package code	Contract Package	Content of the contract Package
1.			Legal Sized Manila Folders.....50 pks Laminator(A4 size).....5 pc Ink and Ink Pad.....30 pcs Calculators.....20 pcs Paper Clip Removers.....20 pcs Brown Envelope(envelope).....100 pks Correction Fluid.....20 dozens Extension Cord.....100 pcs Highlighters.....50 pks Carbon paper.....50 cartoons Perforators(Medium).....15 pcs This contract package is estimated at fifteen thousand United States States Dollars(US\$15,267.00)
2.	IFB NO.MIA/RB/001/2019-2020	Stationery	
	IFB NO.MIA/NCB/001/2019-2020	Vehicle rental	This contract package includes hiring vehicles for travels to the counries.

Signed by: 
 Procurement Director

Approved 
 Minister


 08/15/19

08/15/2019