



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/156/'23

July 4, 2023

Hon. Lee Nagbe Chea, Sr.  
**SUPERINTENDENT**  
**Sinoe County**  
MINISTRY OF INTERNAL AFFAIRS  
Republic of Liberia

Dear Hon. Chea:

Subject: **"RECEIPT AND APPROVAL OF THE MINISTRY OF INTERNAL AFFAIRS/SINOE COUNTY ADMINISTRATION PROJECT PROCUREMENT PLAN 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 Internal Affairs/Sinoe County Administration 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 Internal Affairs/Sinoe County Administration that its 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 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**

SINOE COUNTY ADMINISTRATION  
SPECIAL PROJECT PROCUREMENT PLAN (NON-SBA)  
SOURCE OF FUNDING: COUNTY DEVELOPMENT FUND(CDF)  
Fiscal Year : 2023

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 INVITATIO N&	BID SUBMISSION/ PUBLIC	SUBMISSIO N OF BID EVALUATIO	PC APPROVAL- BID	CONTRACT AWARD& SIGNING	ADVANCE PAYMENT (MOBILIZ	DELIVERY, INSPECTION( SUBSTANT)	ACCEPTANCE & FINAL PAYMENT	REMARKS
Planned	1	FB NO SC/RB/01/2023	Construction of Public Buildings																
Update																			
Actual																			
Planned	2	FB NO SC/RFQ/01/2023	Furniture	G 4759	Assorted	7,000.00	RFQ	25-May-23	31-May-23	08-Jun-23	15-Jun-23	20-Jun-23	23-Jun-23	27-Jun-23	30-Jun-23	N/A	07-Jul-23	16-Aug-23	
Update																			
Actual																			
Planned	3	FB NO SC/RFQ/02/2023	Solar Panel	F4321	Assorted	5,000.00	RFQ	25-May-23	31-May-23	08-Jun-23	15-Jun-23	20-Jun-23	23-Jun-23	27-Jun-23	30-Jun-23	N/A	07-Jul-23	16-Aug-23	
Update																			
Actual																			
Planned	4	FB NO SC/RFQ/03/2023	Motor Bike	G4540	3	3,000.00	RFQ	25-May-23	31-May-23	08-Jun-23	15-Jun-23	20-Jun-23	23-Jun-23	27-Jun-23	30-Jun-23	N/A	07-Jul-23	16-Aug-23	
Update																			
Actual																			
Sub Total						190,000.00													
Grand Total																			

Prepared By: Flu  
Procurement Officer

DATE: June 14, 2023

Approved By: PP  
Superintendent

DATE: June 14, 2023



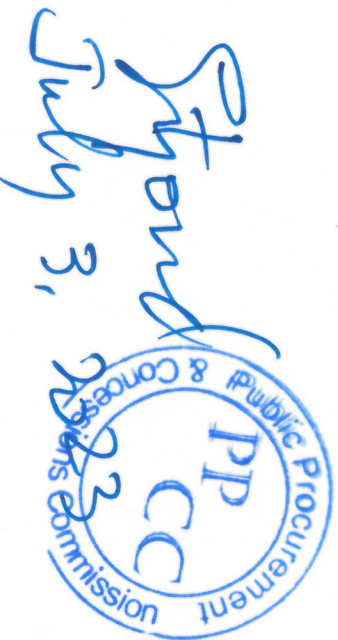
SINOE COUNTY ADMINISTRATION  
SPECIAL PROJECT PROCUREMENT PLAN (SBA)  
SOURCE OF FUNDING: COUNTY DEVELOPMENT FUND (CDF)  
Fiscal Year: 2023

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 SC/SBA/RFQ/01/2023	R&M-Non Residential Buildings	FA100	5	89,000.00	RF	16-May-23	30-May-23	09-Jun-23	16-Jun-23	23-Jul-23	20-Jul-23	24-Jul-23	31-Jul-23	N/A	13-Aug-23	13-Dec-23		
Update																				
Actual																				
Planned	2	IFB NO SC/SBA/RFQ/01/2023	Vehicle Repairs and Maintenance	G 4520	1	5,000.00	RFQ	25-May-23	31-May-23	08-Jun-23	15-Jun-23	20-Jun-23	23-Jun-23	27-Jun-23	30-Jun-23	N/A	07-Jul-23	16-Aug-23		
Update																				
Actual																				
Planned	3	IFB NO SC/SBA/RFQ/02/2023	Hand Pump Installation	FA220	1	4,000.00	RFQ	25-May-23	31-May-23	08-Jun-23	15-Jun-23	20-Jun-23	23-Jun-23	27-Jun-23	30-Jun-23	N/A	07-Jul-23	16-Aug-23		
Update																				
Actual																				
Planned	4																			
Update																				
Actual																				
Sub Total						98,000.00														
Grand Total																				

Prepared BY: [Signature] DATE: June 14, 2023  
Procurement Officer

Approved BY: [Signature]  
Superintendent

DATE: June 14, 2023





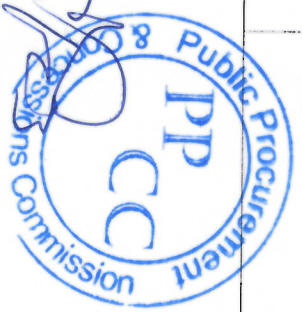
NAME OF ENTITY: SINOE COUNTY ADMINISTRATION  
 SPECIAL PROJECT PROCUREMENT PLAN(NON-SBA)  
 SOURCE OF FUNDING: COUNTY DEVELOPMENT FUND(CDF)  
 FISCAL YEAR: 2023

NO.	Contract Package code	Contract Package	Content of the contract Package
1.	IFB NO.SC/RB/01/2023	Construction of Public Buildings	<p>This contract package is intended to hire a construction firm to complete the construction of following public buildings. All in USD</p> <ol style="list-style-type: none"> <li>1. Completion of seebeh Administrative building -----25,000</li> <li>2. Construction of Administrative Building with Seven rooms Diyankpo City, Jaec Statutory District -----32,000</li> <li>3. Construction of an Administrative Building within Ducorfree City, Jedepo Statute District ----- 32,000</li> <li>4. Construction of Seven rooms Guest House Tarjuowon Statutory District -----19,000</li> <li>5. Construction of an Administrative Building within Gbalawlen City ---19,000</li> <li>6. Construction of City Hall within Pelekton City, Seekon Statutory District -----19,000</li> <li>7. Completion of Neequaih Public School -----14,000</li> </ol>
2.	IFB NO.SC/RB/01/2023	Furniture	<p>This contract package is intended to procure Office Furniture: Such as the following:</p> <ol style="list-style-type: none"> <li>1. Waiting room chair-----6 pieces</li> <li>2. Executive desk -----5 pcs</li> <li>3. Executive Chair -----4 pieces</li> <li>4. Visitor Chairs -----12pc</li> <li>5. Sofa-----2pcs</li> </ol>
3.	IFB NO.SC/RFQ/01/2023	Solar Panel	<p>This contract package is intended to procure solar panels and accessories for the Administrative building.</p> <ol style="list-style-type: none"> <li>1. Solar Panel -----25pcs</li> <li>2. Batteries -----15pcs</li> <li>3. Solar Inverter-----1</li> </ol>
4.	IFB NO.RC/RFQ/02/2023	Motor Bikes	<p>This contract package is intended to procure three (3) motor bike for the joint security. There was an amount in the resolution to procure 3000usd fuel for the joint security but instead they are requesting to replace this amount to procure motor bikes.</p>

Prepared by: Waf  
 Procurement Officer

Approved by: P.P. #  
 Superintendent

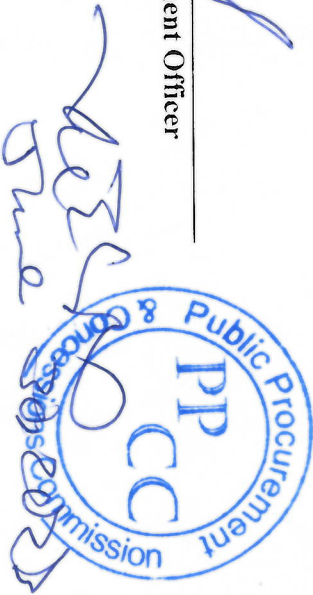
Date: July 14, 2023



NAME OF ENTITY: SINOE COUNTY'S ADMINISTRATION  
SPECIAL PROJECT PROCUREMENT PLAN(SBA)  
SOURCE OF FUNDING: COUNTY DEVELOPMENT FUND(CDF)  
FISCAL YEAR: 2023

NO.	Contract Package code	Contract Package	Content of the Contract Package
1.	IFB NO.SC/SBA/RB/01/2023	Repair & Maintenance-Non-Residential Buildings	This contract package is intended to hire a construction firm to complete the construction of following public buildings. All in USD: 1. Rehabilitation of Johnstone street-----US\$25,000 2. Rehabilitation of Kabada's Administrative building ----- US\$15,000 3. Rehabilitation of Butaw's Administrative building US\$15,000 4. Rehabilitation of Administrative Building, City Hall and Guest House within Bilibokr City, Juarzon Statutory District ----- US\$19,000 5. Completion of Karquakpo city Guest house----- US\$15,000
2.	IFB NO.SC/SBA/RFQ/01/2023	Vehicle Repairs and Maintenance	This contract package is intended to procure vehicle spare parts for the office of the development superintendent.
3.	IFB NO.SC/SBA/RFQ/01/2023	Installation of Hand Pump	This contract package is intended to hire a firm to install hand pumps and plumbing services 1. Karquakpo City Guest House, Dugbe River Statutory District

Prepared by: [Signature]  
Procurement Officer



Approved by: [Signature]  
Superintendent

Date: June 14/2023



June 3, 2023