



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
SBA PROCUREMENT PLAN
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA
Fiscal Years 2019/2020

Fiscal Years 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	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/ DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOC/TECHSPE CS	BID INVITATIO N& RELEASE	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSIO N OF BID EVALUATI ON	PC APPROVAL- BID EVALUATIO	CONTRACT AWARD& SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANT)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
Planned	1	IFB NO.MIA/SBA/RB/001/2019-2020	Petroleum Products	G 4661	9,250gal@ 4	37,000.00	RB	20-Jun-19	27-Jun-19	11-Jul-19	15-Jul-19	15-Aug-19	29-Aug-19	5-Sep-19	12-Sep-19	N/A	14-May-20	15-Jun-20		
Update																				
Actual																				
Planned	2	IFB NO.MIA/SBA/RFC/001/2019-2020	Vehicle Repairs and Maint.	G 4520	1 Firm	5,000.00	RFQ	27-Jun-19	4-Jul-19	11-Jul-19	18-Jul-19	25-Jul-19	1-Aug-19	8-Aug-19	15-Aug-19	N/A	16-May-20	17-Jun-20		
Update																				
Planned																				
Update																				
Actual																				
Grand Total						\$ 42,000.00														

Prepared By: [Signature]
Tebah A.M. Gray, Director of Procurement

DATE: 8-8-19

Approved By: [Signature]
Varney A. Siffo

DATE: 12/08/19


Provisioned
[Signature]
08/15/19

Outbid
August 15, 2019

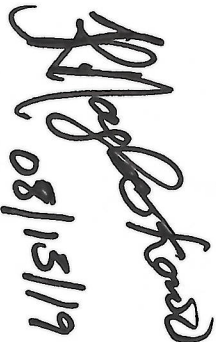
NAME OF ENTITY: MINISTRY OF INTERNAL AFFAIRS (MIA)
PROCUREMENT PLAN EXPLANATORY NOTES
SBA PROCUREMENT PLAN
FISCAL YEAR: 2019/2020

Item NO.	Contract Package code	Contract Package	Content of the contract Package
1.			
	IFB NO. MIA/SBA/RB/001/2019-2020	Petroleum Products(Diesel & Gasoline)	Contains 9,250 gallons at four (4) united states dollars of petroleum for use by the Minist of Internal Affairs' Central Administration. Six Thousand seven hundred and fifty (6,750) gallons are financed from the Fuel and Lubricant's Budget Line and Two thousand five hundred (2,500) gallons financed from domestic travels at the total cost of Ten thousand (US10,000) dollars.
2.		Vehicle repairs and maintenance services	Vehicle repairs and maintenance services for the MIA vehicles including cost of spare part and workmanship. Is estimated at five thousand United States Dollars (US\$5,000).
	IFB NO. MIA/SBA/RFO/001/2019-2020		

Signed by: 
Procurement Director

Approved 
Minister

Attended
August 15, 2019


08/15/19