



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/CEO/349/21**

September 21, 2021

Hon. Momolu S. Johnson  
**ACTING MINISTER**  
Ministry of Internal Affairs  
Republic of Liberia

Dear Hon. Johnson:

Subject: **PROVISIONAL APPROVAL OF MIA's PROCUREMENT PLANS FOR SPECIAL PROJECT FY 2021.**

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 for FY 2021 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 culminated in **framework agreements** for 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 National Special Budget 2021, 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 Budget Year 2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended FY 2020/2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for the Special Budget Year.

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/Kowa (Atty.)  
**CHIEF EXECUTIVE OFFICER**

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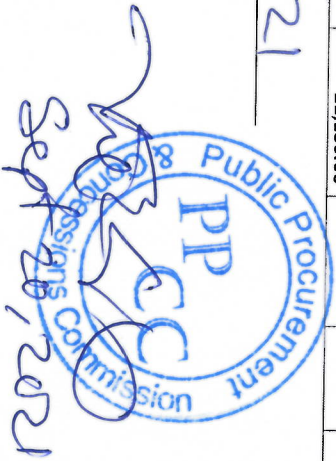
Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia

Ministry of Internal Affairs  
SPECIAL PROJECT PROCUREMENT PLAN  
Source of Funding : SGBV Budget/ Ministry Of Gender  
Fiscal Year : 2021

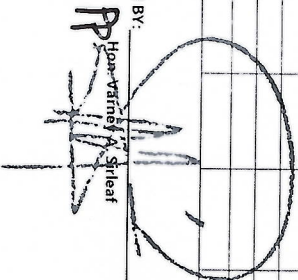
Fiscal Year : 2021																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA							IMPLEMENTATION DATES												
	Item No.	Package Number (CODE)	Contract PACKAGE	BUSINESS ACTIVITIES CODE	QTY	ESTIMATED COST USD	PROCUREMENT METHOD	TECHNICAL SPEC/BOQ/ DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL- BID	BID INVITATION & RELEASE	BID SUBMISSION/ PUBLIC EVALUATION	PC APPROVAL- BID EVALUATION	CONTRACT AWARD& SIGNING	ADVANCE PAYMENT (MOBILIZ	DELIVERY, INSPECTIO N/SUBSTAN	ACCEPTANCE & FINAL PAYMENT	REMARKS	
Planned	1	IFB NO/MIA/RFQ/001/2021	Petroleum Products	G4661	1421gal	5,130.00	RFQ	23-Aug-21	6-Sep-21	12-Sep-21	22/9/2021	29-Sep-21	4-Oct-21	8-Oct-21	14-Oct-21	N/A	22-Oct-21	26-Nov-21	
Update																			
Actual																			
Planned	2	IFB NO/MIA/RFQ/002/2021	Vehicle Rental	H4922	2	7,350.00	RFQ	23-Aug-21	6-Sep-21	12-Sep-21	22/9/2021	29-Sep-21	4-Oct-21	8-Oct-21	14-Oct-21	N/A	22-Oct-21	26-Nov-21	
Update																			
Actual																			
Planned	3	IFB NO/MIA/RFQ/003/2021	Printing Materials	C1811	5800 Posters	8,700.00	RFQ	23-Aug-21	6-Sep-21	12-Sep-21	23/9/2021	30-Sep-21	5-Oct-21	8-Oct-21	11-Oct-21	N/A	16-Oct-21	29-Oct-21	
Update																			
Actual																			
Planned	4																		
Update																			
Actual																			
Update																			
Actual																			
Grand Total						21,180.00													

Prepared By:   
Procurement Director

DATE: 14/9/21



Approved By:

  
Hon. Valerie A. Sifiat

DATE: Sept. 14/21

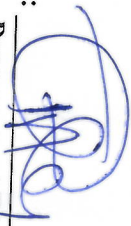
  
Procurement Director



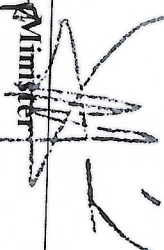
  
Procurement Director

NAME OF ENTITY: MINISTRY OF INTERNAL AFFAIRS (MIA)  
PROCUREMENT PLAN (SPECIAL PROJECT) EXPLANATORY NOTES  
FISCAL YEAR: 2021

NO.	Contract Package code	Contract Package	Content of the contract Package
1.	IFB NO.MIA/RFQ/01/2021	Petroleum Products	This contract package is intended to procure 1421 gallons of fuel @3.6usd for used b. Gender office, MIA  1421 gallons of fuel@ 3.6usd
2.	IFB NO.MIA/RFQ/02/2021	Vehicle Rental	This contract package is intended to rent two vehicles for tour in ten (10) counties for two one (21) days.
3.	IFB NO.MIA/RFQ/03/2021	Printing Materials	This contract package is intended to procure 5800 posters fliers for awareness in ten (10) counties for twenty one (21) days. The indication on the flier are as follow: 1. Encourage girls and boys to go to school; 2. Government says all bush schools should remain closed. 3. Stop early marriage. Girls need time to grow up before they become wives and mothers

Prepared by:   
Procurement Director

  
  
Sept 20, 2021

Approved by:   
PM Minister

Date: Sept. 14/21

  
Sept 21/2021  
  
