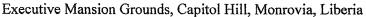


Republic of Liberia

Public Procurement & Concessions Commission





Website: www.ppcc.gov.lr | Email: info@ppcc.gov.lr | Phone Short Code: 4357

Ref. PPCC/RL/CEO/0452/'19

August 13, 2019

Hon. Henry B. Fahnbulleh **ACTING MINISTER** Ministry of Foreign Affairs Republic of Liberia

Dear Hon. Fahnbulleh:

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

We present our compliments and wish to acknowledge receipt of your letter dated August 2, 2019 which sought the approval of the Commission for the Ministry of Foreign Affairs SBA, Non SBA and Consultancy 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 can you download 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 MOFA'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 Mour

Jarghe Roseline Wagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF FOREIGN AFFAIRS
CORE BUDGET PROCUREMENT PLAN (Core Budget)
Source of Funding:GOVERNMENT OF LIBERIA (GOL)
Fiscal year: 2019-2020

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)							_			١	\$ 285,079.00			Subtotal		
																	ACTUAL
30/06/2020	23/09/2019	N/A	16/09/2019	6107/60/60	6107/60/70	26/06/2019	23/07/2019	18/07/2017	1100112017	0107/10/10	+	1,000.00				MFA/NCB/003/19/20	+
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																	ACTUAL
																	UPDATE
30/06/2020	28/08/2019	N/A	21/08/2019	14/08/2019	07/08/2019	31/07/2019	24/07/2019	17/07/2019	10/07/2019	03/07/2019	0 RFQ	10,000.00	Assorted	G-4721	. Food stuff	MFA/RFQ/005/19/20	PLANNED 7
																	ACTUAL
30/06/2020	27/08/2019	, N/A	20/08/2019	13/08/2019	06/08/2019	30/07/2019	23/07/2019	16/07/2019	09/07/2019	02:07/2019	KFQ	5,000.00	Assolited	04772	Medical Diugs		PLANNED
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03/07/2020	09/10/2019	NA	25/09/2019	11/09/2019	04/09/2019	21/08/2019	19/07/2019	12/07/2019	05/07/2019	28/06/2019	0 NCB	179,079 00	One(1) Firm	C-1812	Printing and Binding services	MFA/NCB/002/19-20	PLANNED 5
																	ACTUAL
30/06/2020	10/10/2019	Z	10000011010	12/02/2017	200012017	10.00.10.	.0.0				1					MFA/NCB/001/19/20	+
			26/20/2010	0105/00/51	20/06/2010	20/08/2019	18/07/2019	11/07/2019	04/07/2019	27/06/2019	NCB	35 000 00	Assorted	G-4761	Stationery		PLANNED 4
																	ACTUAL
																	UPDATE
30/06/2020	21/08/2019	N/A	14/08/2019	07/08/2019	31/07/2019	24/07/2019	17/07/2019	10/07/2019	03/07/2019	26/06/2019	00 RFQ	6,000.00	Assorted	G-4773	Cleaning Materials	MFA/RFQ/003/19/20	PLANNED 3
																	ACTUAL
30/06/2020	20/08/2019	N/A	13/08/2019	06/08/2019	30/07/2019	23/07/2019	16/07/2019	09/07/2019	02/07/2019	25/06/2019	00 RFQ	10,000.00	One (1) Firm	G-4520	Services- Vehicles	MFA/RFQ/002/19/20	PLANNED 2
																	ACTUAL
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07/06/2020	09/09/2019	NA	26/08/2019	12/08/2019	05/08/2019	22/07/2019	15/07/2019	08/07/2019	01/07/2019	24/06/2019	00 RFQ	25,000	One(1) Firm	F-4330	Repair & Maintanance-Civil	IFB No MFA/RFQ/001/19/20	PLANNED I
ACCEPTANCE &	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ADVANCE PAYMENT (MOBILIZATIO N)	CONTRACT AWARD & SIGNING	PC APPROVAL - BID EVALUATION REPORT	SUBMISSION OF BID EVALUATION REPORT	BID SUBMISSION/PUBLI C OPENING	INVITATION & RELEASE OF BID DOC	PC APPROVAL . BID DOC/TECH SPECS	PREP. OF BID DOCUMENT	SPECS/BOQ/DR AWINGS	MENT METHOD	ESTIMATED COST (USD)	ΩТΥ	BUSINESS ACTIVITY CODE	CONTRACT PACKAGE	NO. (CODE)	Ez
						IMPLEMENTATION DATES								BASIC DATA	8,4		
	17.1				14	13	12) 10-2020	10	9	7 8	6		5	4	2 3	_

Just 24, 2019

Cyrus G. Flahn, Sr.
Procurement Director

2000 04/9/19 OS/3/9

authors 24,2019

Approved by	
Deweh E. Gray (Cir.) ACTING MINISTER	

Prepared By:

TOTAL Subtotal

S

345,079.00

60,000.00

PROCUREMENT DIRECTOR Cyrus G. Flahn, Sr ACTUAL

UPDATE

PLANNED

10

IFB No MFA/NCB/004/19/20

Supply of office furniture

G-4759

Assorted

50,000.00

NCB

12/09/2019

19/09/2019

03/10/2019

N.A

17/10/2019

30/06/2020

ACTUAL

PLANNED

IFB No MFA/RFQ /006/19/20

Machinery and office

G-4659

Assorted

10,000.00

RFQ

NO.

PACKAGE NUMBER (CODE)

CONTRACT PACKAGE

BUSINESS ACTIVITY CODE

YTO

ESTIMATED COST (USD)

PROCURE MENT METHOD

BASIC DATA

Sour	cc of Funding GOVERNMEN Fiscal year: 2019-2020	Source of Funding GOVERNMENT OF LIBERIA (GOL) Fiscal year: 2019-2020	RIA (GOL)		
9	10	Ш	12	13	٦
				IMPLEMENTATION	ž
TECHNICAL SPECS/BOQ/DRA WINGS	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBLIC OPENING	L S
08/07/2019	15/07/2019	22/07/2019	29/07/2019	05/08/2019	
09/07/2019	16/07/2019	23/07/2019	30/07/2019	29/08/2019	

MINISTRY OF FOREIGN AFFAIRS
CORE BUDGET PROCUREMENT PLAN (Core Budget)

IMPLEMENTATION DATES

SUBMISSION OF BID EVALUATION REPORT

PC APPROVAL - BID EVALUATION REPORT

CONTRACT AWARD & SIGNING

ADVANCE
PAYMENT
(MOBILIZATIO
N)

DELIVERY,
INSPECTION
(SUBSTANTIAL
COMPLETION)

Acceptance & Final
Payment

RE

12/08/2019

19/08/2019

26/08/2019

N/A

02/09/2019

30/06/2020

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Explanatory Note-Core budget

This contract package is taken from the budgetline furniture and fixture, and will be used to procure furniture for newly appointed Minister offic DMFA and DMA etc.	Supply of office furniture	IFB No. MFA/NCB/004/19/20	10
This contract package is taken from the budgetline machinery and office equipment and will be used to procure office equipment such as laptor computers, printer etc.	Machinery and office equipment	IFB No. MFA/RFQ/006/19/20	9
This contract package is taken from the budget line vehicle insurance. It is intended to procure insurance service from registered insurance aimed at insuring the Minister Vehicles.	Vehicle Insurance services	IFB No. MFA/NCB/003/19/20	∞
This contract package is taken from the Entertainment, Representation and gifts budget line item. It is intended to procure the asorted items context of the contract package.	Food stuff	IFB No. MFA/RFQ/005/19/20	7
This contract package is taken from the Drugs and Medical Consumables budget line items and will be used to procure the medical item Ministry's Clinic operation. The medical items will include: Paracetemol tablets (15 Ctns), B-Complex Injection(20 Boxes), Menthol Boxes), Amoxicillin (30 Boxes), Ampicillin (20 Boxes), Lonart DS (35 Boxes) and others drugs as may be necessary.	Medical Drugs	IFB No. MFA/RFQ/004/19/20	6
This contract package was taken from the budget line printing , binding and publication services, and will be used to procure pland binding service such as the printing of : law, requiations , proclaimation etc.	Printing and Binding Services	IFB No. MFA/NCB/002/19/20	Ŋ
This line shall be used for the purchase of assorted stationery items for the Ministry. These materials shall include papers (A4/Legal) manilla fo cartridges, staples pins staple machines, etc. bases upon the package value and in keeping with the regulation on threshold, a National Competit Bidding process will be done.	Stationery	IFB No. MFA/NCB/001/19/20	4
This contract package is taken from the cleaning materials and services budget line item and will be used to procure asorted cleaning materials Ministry. And will include: Liquid soap, Tie soap, Small and Medium size Clorox, Small and Medium size Dettol, Dust pan and etc., Soft a brooms, Commode brushes, Commode detergent, Hand sanitizers and others	Cleaning Materials	IFB No. MFA/RFQ/003/19/20	u
Funds on this line will be used to contract reputable firm(s) to provide repairs/maintenance services on the Ministry's vehicles during the 2019/. Fiscal Year.	Repairs & Maintenance Services- Vehicles	IFB No. MFA/RFQ/002/19/20	2
This contract package is taken from the budgetline repairs and maintainance- Civil, and will be used to procure civil works to Ministry	Repairs & Maintainance-Civil	IFB No. MFA/RFQ/001/19/20	_
Contents	Contract Package	Code	No.
exhianatory note-core pugget			

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