



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/1006/'20**

January 27, 2020

Hon. Williametta E. Saydee-Tarr

MINISTER

Ministry of Gender, Children Social Protection

Republic of Liberia

Dear Hon. Tarr:


Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA 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 Gender, Children Social Protection 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 Procurement Plan has been forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans.

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 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.


Jargbe Roseline Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/20

BASIC DATA										IMPLEMENTATION DATES									
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS REGISTRATI ON CODE	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/ DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)			
1	IFB No. MGOSP/SBA/RFO/001/19/20	Printing and Binding Services	C1811	1 Firm	1,183.	RFO	18/11/19	25/11/19	2/12/19	9/12/19	23/12/19	30/12/19	06/01/20	20/01/20	N/A	19/06/20			
UPDATE																			
ACTUAL																			
2	IFB No. MGOSP/SBA/RFO/002/19/20	Publication Services	J5813	1 Firm	1,000.	RFO	18/11/19	25/11/19	02/12/19	09/12/19	23/12/19	30/12/19	06/01/20	20/01/20	N/A	19/06/20			
UPDATE																			
ACTUAL																			
3	IFB No. MGOSP/SBA/RFO/003/19/20	Vehicle Insurance Coverage	K6512	1 Firm	1,650.	RFO	18/11/19	25/11/19	02/12/19	09/12/19	23/12/19	30/12/19	06/01/20	22/01/20	N/A	19/06/20			
UPDATE																			
ACTUAL																			
Sub Total					3,833.														

Prepared by: 
Omilford Saye Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: 
Williametta Saydee-Jarr, Minister
CHAIR, PROCUREMENT COMMITTEE

Date: Jan. 22, 2020


1/24/2020


Jan 27, 2020

MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/20

BASIC DATA										IMPLEMENTATION DATES							
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS REGISTRATI ON CODE	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/ DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ ATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	
PLANNED	4	IFB No. MGSP/SBA/RFQ/004/19/20	Vehicle Rental	H4921	1 Firm	1,500.	RFQ	13/11/19	20/11/19	27/11/19	04/12/19	18/12/19	27/12/19	03/01/20	24/01/20	N/A	19/06/20
UPDATE																	
ACTUAL																	
PLANNED	5	IFB No. MGSP/SBA/RFQ/005/19/20	Stationery	G4761	Assorted	9,197.	RFQ	18/11/19	25/11/19	02/12/19	09/12/19	23/12/19	30/12/19	06/01/20	20/01/20	N/A	19/06/20
UPDATE																	
ACTUAL																	
PLANNED	6	IFB No. MGSP/SBA/RFQ/006/19/20	Cleaning Materials & Services	G4773	Assorted	5,383.	RFQ	18/11/19	25/11/19	02/12/19	09/12/19	23/12/19	30/12/19	06/01/20	22/01/20	N/A	19/06/20
UPDATE																	
ACTUAL																	
Sub Total						16,080.											

Prepared by: Omifed Saye Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: Williametta Saydee-Jarr, Minister
CHAIR, PROCUREMENT COMMITTEE

Date: Jan. 22, 2020

7. Taylor
1/24/2020

Jan/27/2020
R. Agbekoko

MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/20


BASIC DATA																	IMPLEMENTATION DATES									
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7	IFB No. MGSP/SBA/RB/001/19/20	Petroleum Products	G4661	1 Firm	20,333.	RB	08/10/19	15/10/19	22/10/19	29/10/19	12/11/19	19/11/19	25/11/19	22/01/20	N/A	22/06/20										
PLANNED																										
UPDATE																										
ACTUAL																										
8	IFB No. MGSP/SBA/RFO/007/19/20	Catering Services	15621	1 Firm	8,750.	RFO	18/11/19	25/11/19	02/12/19	09/12/19	23/12/19	30/12/19	06/01/20	20/01/20	N/A	19/06/20										
PLANNED																										
UPDATE																										
ACTUAL																										
9	IFB No. MGSP/SBA/RFO/008/19/20	Gifts	G4711	Assorted	1,000.	RFO	18/11/19	25/11/19	02/12/19	09/12/19	23/12/19	30/12/19	06/01/20	22/01/20	N/A	19/06/20										
PLANNED																										
UPDATE																										
ACTUAL																										
Sub Total					30,083.																					

Prepared by: 
Omilford Saye Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: 
Williametta Saydee-Fart, Minister
CHAIR, PROCUREMENT COMMITTEE

Date: Jan. 22, 2020




T. Lopez
1/27/2020

MINISTRY OF GENDER, CHILDREN AND SOCIAL PROTECTION
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/20

BASIC DATA						IMPLEMENTATION DATES										
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10	IFB No. MGCS P/SBA/RFQ/009/19/20	Food Stuffs	G4711	Assorted	2,000.	RFQ	13/11/19	20/11/19	27/11/19	04/12/19	18/12/19	27/12/19	03/01/20	24/01/20	N/A	19/06/20
UPDATE																
ACTUAL																
Sub-Total					2,000.											
Grand Total					51,996.											

Prepared by: 
Omilford S. Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: 
Williametta Saydee-Tarr, Minister
CHAIR, PROCUREMENT COMMITTEE



Date: Jan. 22, 2020


T. Lopez de
1/24/2020


Jan 127/2020
R. Agbebor

MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
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FISCAL YEAR: 2019/20

1	IFB No. MG CSP/SBA/RFO/001/19/20	Printing and Binding Services	This contract package is intended to procure Printing and Binding Services for the Ministry, and it is drawn from the Budget line Printing and Binding Services.
2	IFB No. MG CSP/SBA/RFO/002/19/20	Publication Services	This contract package is intended to procure Publication Services for the Ministry, and is drawn from the Budget line Publi Services.
3	IFB No. MG CSP/SBA/RFO/003/19/20	Vehicle Insurance Coverage	This contract package is intended to procure Vehicle Insurance Services for the Ministry, and is drawn from the Budget line Insurance Services.

Prepared by: *[Signature]*
Omiford S. Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: *[Signature]*
Williametta Saydee Tarr, Minister
CHAIR, PROCUREMENT COMMITTEE




Date: *Jan. 23, 2020*

T. Nyah Jr.
4/24/2020



MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL
FISCAL YEAR: 2019/20


4	IFB No. MG CSP/SBA/RFO/004/19/20	Vehicle Rental	This contract package is intended to procure Vehicle Rental Services for the Ministry, and it is drawn from the Budget line Domestic means of travel.
5	IFB No. MG CSP/SBA/RFO/005/19/20	Stationery	This contract package is intended to procure assorted stationeries such as but not limited to the followings: ream of sheet legal, A3), pens, markers, poster sheets, inks, manila & hanging files, box folders, staple machines & pins, calculators, per etc. to be used for the Entity's operation for fiscal year 2019/20. The acquisition of said contract package will be done in 1 procedures and provisions as provided for by the PPCA, 2010.
6	IFB No. MG CSP/SBA/RFO/006/19/20	Cleaning Materials & Services	This contract package is intended to procure Cleaning Materials for the Ministry, and it is from the Budget line Cleaning IV and Services.



Prepared by: 
Omilford Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: 
Williametta Saydee-Tatt, Minister
CHAIR, PROCUREMENT COMMITTEE



Date: Jan. 22, 2020



1/29/2020


Jan 27, 2020


MINISTRY OF GENDER, CHILDREN, AND SOCIAL PROTECTION
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7	IFB No. MGCSP/SBA/RB/001/19/20	Petroleum Products (Gasoline & Diesel)	This contract package is intended to procure Petroleum Products in coupons through Restricted Bidding (2,675.39 gallons @ 3.80 which is equivalent to US\$10,166.5 and 3,167.13 gallons of Gasoline @ 3.21, also equivalent to US\$10,166.5). This from the Budget line Petroleum Products.
8	IFB No. MGCSP/SBA/RFQ/007/19/20	Catering Services	This contract package is intended to procure Catering Services for the Ministry, and is drawn from the Budget line Food and Catering Services (US\$8,750.00 will be used for Catering Services and US\$2,000.00 for Food Stuff).
9	IFB No. MGCSP/SBA/RFQ/008/19/20	Gifts	This contract package is intended to procure gifts for staff recognition and other events, and is drawn from the Budget line Entertainment/Gifts.

Prepared by: 
Omilford S. Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: 
Williametta Saydee-Jarr, Minister
CHAIR, PROCUREMENT COMMITTEE

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10.	IFB No. MGCSP/RFQ/009/19/20	Food Stuffs	This contract package is intended to procure Food stuffs for the Minister's office, and it is drawn from the Budget line Food Catering Services (US\$2,000.00 will be used for Food stuffs and US\$8,750.00 for Catering services).
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Prepared by: *Am. Nyah*
Omfírd S. Nyah, Jr.
PROCUREMENT DIRECTOR

Approved by: *[Signature]*
Williametta Saydee-Jarr, Minister
CHAIR, PROCUREMENT COMMITTEE



Date: *Jan. 22, 2020*

T. Nyah
1/22/2020

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R. Nyah

