



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/0453/'19

August 13, 2019

Hon. Gesler E. Murray

MINISTER

Ministry of Mines and Energy

Republic of Liberia

Dear Hon. Murray:

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 1, 2019 which sought the approval of the Commission for the Ministry of Mines and Energy 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 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 MME'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

Ministry of Mines and Energy
NON - SBA PROCUREMENT PLAN
Source of Funding: Government of Liberia
Fiscal Year: 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																		
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH 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 (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
1	IFB NO. MME/RFQ /001/ 19/20	Cleaning Materials	C4773	Assorted	1,500.00	RFQ	19/6/19	26/6/19	03/7/19	10/7/19	24/7/19	31/7/19	07/8/19	14/8/19	N/A	15/6/20	30/6/20	
UP DATED																		
ACTUAL																		
PLANNED	2	IFB NO. MME/RB/ 001/19/20	Stationery Supplies	C4761 Assorted.	11,044.00	RB	14/6/19	24/6/19	08/7/19	16/7/19	13/8/19	27/8/19	10/9/19	24/10/19	N/A	08/6/20	30/6/20	
UP DATED																		
ACTUAL																		
GRAND TOTAL:					12,544.00													

Prepared by: _____

James J. Snowea

Actg. Procurement Director/ Manager

Approved by: _____

Cesler E. Murray

Head of Entity/Chairman, Proc. Committee.

Date: 09 Aug 20



oelbck
August 17, 2019

Reviewed and
Signed
08/13/19

MINISTRY OF MINES AND ENERGY
NOTES TO THE PROCUREMENT PLAN (CORE BUDGET)
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA
FISCAL YEAR: 2019/2020

ITEM NO.	CONTRACT PACKAGE	Package Number/Code	PACKAGE DESCRIPTION
1.	Cleaning Materials	IFB NO. MME/RFQ/001/19/20	<p>This package is derived from the Budget Line Other Office Materials and Consumables. It was awarded through an RFQ Method for procuring Janitorial materials (i.e. Napkins, Hand Sanitizer, Alcohol, Dettol, Tissues, Soap, Towels, Broom, Chlorox, mops, etc.)</p> <p>In consideration of the limited estimated cost for Stationery Supplies, soliciting a large number of bids through a more competitive method will incur a high cost that does not commensurate with/is disproportionate to the estimated cost of said package.</p> <p>Therefore, the Ministry intends to utilize the Restricted Bidding (RB) procedures to procure the package consistent with section 50 (b) of the PPCC Act. Stationery items (but not limited to the following) to be procured include:</p> <div> Paper= Ink= Envelopes= Cartridges= Box Files= Pens= Ledgers= Note Pads= Laptops= Stapler= Staple Pins= </div>
2.	Stationery Supplies	IFB NO. MME/RB/001/19/20	

attached
August 12, 2019

For Minister
 [Signature]
 08/13/19

			Carbon Papers= Paper Clips= Record Book= Poster Sheets= Staple Remover= Paper Glue= Marker= Manila Folder= Memory Stick= Bold Clip= Yellow Pad= Desktops=
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Prepared by: _____

James T. Snowea

Actg. Procurement Director/ Manager

Approved by: _____

Gen. E. Murphy

Head of Entity/Chairman Proc. Cmtee.

Date: 09 Aug 201



Altus
August 12, 2019

Presigned
James T. Snowea
08/13/19