



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/143/22**

March 11, 2022

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 2022**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Mines and Energy (MME) SBA Core Budget and Consultancy Procurement Plans for FY 2022 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>

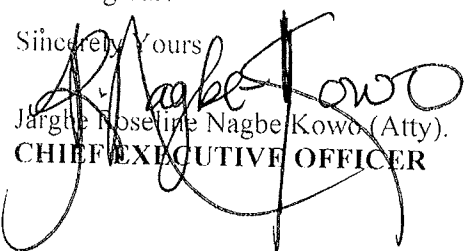
Upon passage of the Fiscal Year 2022 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for **MME's** allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Fiscal Year 2022 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended Special Budget Year 2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for Fiscal Year 2022.

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


  
Jarghe Roseline Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**


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

MINISTRY OF MINES AND ENERGY  
PROCUREMENT PLAN (Core budget)  
Source of Funding: Government of Liberia  
Calendar Year: January – December 2022

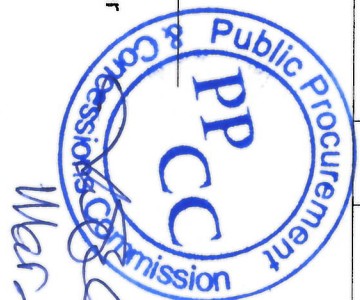
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BASIC DATA																		
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY (CODES)	QTY	ESTIMATED COST (USD)	PROCU REME NT METH OD	TECHNICAL SPECS/BOQ /DRAWING S	PREP. OF BID DOCUMENT T	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
PLAN NED 1	RFP NO. MME/SSS/001/2022	Internet Connectivity	J6120	1 Firm	27,000.00	SSS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
UPDA TE																		
ACTU AL																		
PLAN NED 2	IFB NO. MME/RFO/001/2022	Scratch Cards	J6190	1,900 cards @ 5.00	9,500.00	RFO	10/01/21	10/15/21	10/22/21	03/07/22	03/21/22	03/28/22	04/04/22	04/18/22	N/A	05/02/22	12/30/22	
UPDA TE																		
ACTU AL																		
PLAN NED 3	IFB NO. MME/NCB/001/2022	Stationery Supplies	G4761	Assorted	35,935.00	NCB	10/01/21	10/15/21	10/22/21	03/08/22	04/05/22	04/19/22	04/26/22	05/10/22	N/A	05/24/22	12/30/22	
UPDA TE																		
ACTU AL																		
SUB TOTAL:					72,435.00													



Prepared by:   
James T. Snowea  
Procurement Director/ Manager

Approved by:   
Gesler E. Murray  
Head of Entity/Chairman Proc. Cmtee.

Date: 2-28-22




11/11/22  
March 11, 2022




MINISTRY OF MINES AND ENERGY  
PROCUREMENT PLAN (Core budget)  
Source of Fundings: Government of Liberia  
Calendar Year: January – December 2022

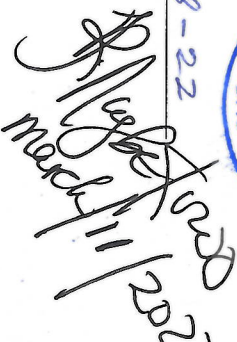
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BASIC DATA																		
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)	PROCU REME NT METH OD	TECHNICAL SPECS/BOQ /DRAWING S	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
PLAN NED	4	IFB NO. MME/NCB/ 002/2022	Vehicle Rental & Lease	H4922	1 Firm	NCB	10/01/21	10/15/21	10/22/21	03/08/22	04/05/22	04/19/22	04/26/22	05/10/22	N/A	05/24/22	12/30/22	
UPDA TE																		
ACTU AL																		
PLAN NED	5	IFB NO. MME/NCB/ 003/2022	ICT Equipment	G4741	Assorted	NCB	10/01/21	10/15/21	10/22/21	03/08/22	04/05/22	04/19/22	04/26/22	05/10/22	N/A	05/24/22	12/30/22	
UPDA TE																		
ACTU AL																		
PLAN NED	6	IFB NO. MME/NCB/ 004/2022	Air conditioners	G4759	Assorted	NCB	10/01/21	10/15/21	10/22/21	03/08/22	04/05/22	04/19/22	04/26/22	05/10/22	N/A	05/24/22	12/30/22	
UPDA TE																		
ACTU AL																		
SUB TOTAL:						92,900.00												

Prepared by:   
James T. Snowea  
Procurement Director/ Manager

Approved by:

  
Gesler E. Murray  
Head of Entity/Chairman Proc. Cmtee.

Date: 2-28-22

  
March 11, 2022

MINISTRY OF MINES AND ENERGY  
PROCUREMENT PLAN (Core budget)  
Source of Funding: Government of Liberia  
Calendar Year: January – December 2022

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BASIC DATA																			REMARKS
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)	PRO CUR EME NT MET HOD	TECHNICAL SPECS/BOQ S	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZA TION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT		
PLAN NED	7	IFB NO. MME/NCB/ 005/2022	Cleaning Materials	G4773	Assorted	34,000.00	NCB	10/01/21	10/15/21	10/22/21	03/08/22	04/05/22	04/19/22	04/26/22	05/10/22	N/A	05/24/22	12/30/22	
UPDA TE																			
ACTU AL																			
GRAND TOTAL						199,335.00													

Public Procurement

PPCC

Prepared by: James T. Snowea  
Procurement Director/ Manager



Approved by: Gesler E. Murray  
Head of Entity/ Chairman Proc. Cmtee.

Date: 2-28-22



Approved  
March 11, 2022

Mar 3, 2022



**NOTES TO THE PROCUREMENT PLAN**  
**Calendar Year: January – December 2022**

ITEM NO.	CONTRACT PACKAGE	CONTRACT CODE	PACKAGE DESCRIPTION
1.	Internet Connectivity	IFB NO. MME/SSS/001/2022	This contract package comes from the Budget line Internet Provider Services. 27,000USD will be used to foot the bill of Internet services provided by the Liberia Telecommunication Corporation to the Ministry of Mines and Energy.
2.	Scratch Cards	IFB NO. MME/RFQ/001/2022	This contract package comes from the Budget line Scratch Cards. 9,500.00USD will be used to contract a vendor that will supply the MME with scratch cards lonestar=1300pcs/6,500 Cellcom=600pcs/3,000
3.	Stationery Supplies	IFB NO. MME/NCB/001/2022	Stationery items to be procure include: Paper= Ink= Envelopes= Cartridges= Box Files= Pens= Ledgers= Note Pads= Laptops= Stapler= Staple Pins= Carbon Papers= Paper Clips= Record Book= Poster Sheets= Staple Remover= Paper Glue= Manila Folder=

			Memory Stick= Bold Clip= Yellow Pad=
4.	Vehicle Rental & Lease	IFB NO. MME/NCB/002/2022	The Contract package comes from the Budget Lines, Domestic Travel, Means of Travel in an amount of 35,939USD and the Budget Line, Vehicle Rental and Lease in an amount of 3,100USD. Thus, the amount of 39, 039USD will be used to hire the services of a firm to provide Vehicle Rental Services to the Ministry for the Fiscal Year 2022.
5.	ICT Equipment	IFB NO. MME/NCB/003/2022	The contract Package comes from the Budget Line ICT Infrastructure, Hardware, and Network. The amount of 38,861USD will be used to procure assorted Laptop and Desktop Computer and other ICT Equipment.
6.	Air conditioners	IFB NO. MME/NCB/004/2022	Air Conditioners will be procured using the Budget Line Machinery and Other Equipment in an amount of 15,000USD.
7.	Cleaning Materials	IFB NO. MME/NCB/005/2022	The amount of 34,000USD will be used to procure assorted Cleaning Materials for the Ministry. This contract package comes from the Budget Line, Cleaning Materials and Services.
8.	Electricity	-	The amount of <b>15,000.00USD</b> is paid to the Liberia Electricity Corporation (LEC) for the provision of electricity to the Ministry.
9.	Water and Sewer	-	The amount of <b>15,000.00USD</b> is paid to the Liberia Water and Sewer Corporation (LWSC) directly through the Finance Section of the Ministry for the provision of water and sewage services to the Ministry.

Prepared by: \_\_\_\_\_

James T. Snowea

Procurement Director/ Manager



Approved by: \_\_\_\_\_

Gesler E. Murray

Head of Entity/Chairman Proc. Cmtee.



Date: 2-28-22



*Mar. 31/2022*

*2/28/22*