



Ref. PPCC/RL/CEO/0977/'19

January 10, 2020

Hon. Gesler E. Murray  
**MINISTER**  
Ministry of Mines and Energy  
Republic of Liberia

Dear Hon. Murray:

Subject: **RECEIPT AND APPROVAL OF CORE, SBA AND CONSULTANCY PROCUREMENT PLANS FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Mines and Energy Procurement Plan (*Goods, Works and Services*) for Fiscal Year 2019/2020 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission wishes to inform Ministry of Mines and Energy that its 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 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.

Sincerely Yours,

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

Ministry of Mines and Energy  
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 SPECS/BOQ/DRAWINGS	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 (SUBSTANTIALLY COMPLETE)	ACCEPTANCE & FINAL PAYMENT	
PLAN NED 1	IFB NO. MME/SBA/RF Q/001/19/20	Repair and Maint. of Non-Residential Building	C4663	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	
UPD ATE																		
ACTUAL																		
PLAN NED 2	IFB NO. MME/SBA/RF Q/002/19/20	Repair and Maint. Vehicle	C4520	1 Firm	8,838.00	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	
UPD ATE																		
ACTUAL																		
PLAN NED 3	IFB NO. MME/SBA/RF Q/001/19/20	Vehicle Rental & Lease	H4922	1 Firm	4,000.00	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	
UPD ATE																		
ACTUAL																		
SUB TOTAL:					14,338.00													

Prepared by: James T. Snowea  
Actg. Procurement Director/ Manager

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

Date: 15 Nov. 2019

*[Handwritten signature: James T. Snowea]*  
*[Handwritten signature: Cesler E. Murray]*  
*[Handwritten signature: 15 Nov. 2019]*

Ministry of Mines and Energy  
SBA PROCUREMENT PLAN

Source of Funding: Government of LiberiaFiscal Year: 2019/2020

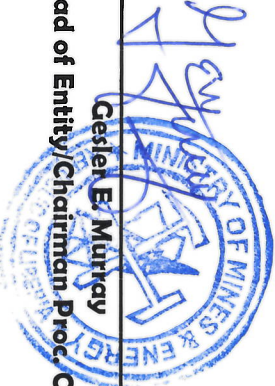
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
				BASIC DATA											IMPLEMENTATION DATES					
ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	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 (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIALLY COMPLETE)	ACCEPTANCE & FINAL PAYMENT			
PLAN NED 4	IFB MME/SBA/RB /002/19/20	Petroleum Products	C4661	5,667 Gallons @ 3.70	20,968.00	RB	14/6/19	24/6/19	08/7/19	01/8/19	15/8/19	05/9/19	12/9/19	N/A	N/A	05/6/20	30/6/20			
UPD ATE																				
ACTUAL																				
GRAND TOTAL:					35,306.00															

Prepared by: James T. Snowea  
Actg. Procurement Director/ Manager

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

Date: 15 Nov. 2020

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*[Handwritten Signature]*  
15 Nov 2020



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

1.	Repair and Maintenance of Non-Residential Building	IFB NO. MME/SBA/RFQ/001/19/20	This Contract Package derived from the Budget Line Repair and Maintenance Civil. The sum of US\$1,500 will be used to purchase civil works materials for Repair and Maintenance at MME facilities; located at Capitol Hill (Head Office) and Old Road (Liberia Geological Survey & Liberia Hydrological Service).
2.	Repair and maintenance Vehicle	IFB NO. MME/SBA/RFQ/002/19/20	The Ministry's eleven (11) vehicles will be repaired and maintained by a firm using the contract package Repair and Maintenance Vehicle.
3.	Vehicle Rental & Lease	IFB NO. MME/SBA/RFQ/001/19/20	This Contract Package, Vehicle Rental & Lease, is from the Budget Line Domestic Travel - Means of Travel; the amount of US\$4,000 is apportioned for vehicle rental for MME personnel local field trips.

Prepared by:   
James T. Snowea  
Actg. Procurement Director/ Manager

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


Date: 15 Nov. 2020




  
J. Snowea  
11/10/2020

NOTES TO THE SBA PROCUREMENT PLAN  
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA  
FISCAL YEAR: 2019/2020

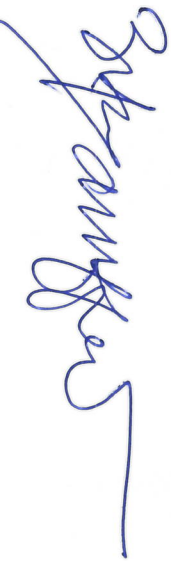
4.	Petroleum Products	IFB NO. MME/SBA/RB/002/19/20	An amount of US\$20,968.00 will be utilized for Petroleum Products. This contract package comes from the Budget Lines Fuel-Vehicles and Fuel-Generators. (Fuel-Vehicles=US\$18,968.00; Fuel-Generators=US\$2,000.00). A firm will be hired to supply the Ministry with Diesel coupons at the estimated rate of US\$3.70 per gallon using the Restricted Bidding (RB) Method.
5.	Office Building Lease	-	Due to insufficient office space, the Ministry over the years signed contracts with individuals for office building & lease and planned to maintain such contracts for Fiscal Year 2019/2020. US\$42,500 will be utilized for such building & lease.
6.	Provision of Sewage Services	-	This package will be provided to the Ministry by the Liberia Water and Sewer Corporation (LWSC). The sum of US\$7,000 is paid directly through the Finance Section of the Ministry. This package derives from the Budget Line Office Building Rental and Lease.

Prepared by:   
James T. Snowea  
Actg. Procurement Director/ Manager

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



Date: 15 Nov. 20



Jan 10, 2020  
