



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/507/'22

July 21, 2022

Hon. Jeanine M. Cooper
MINISTER
MINISTRY OF AGRICULTURE
Republic of Liberia

Dear Hon. Cooper:

Subject: **RECEIPT AND APPROVAL OF MINISTRY OF AGRICULTURE GENDER
RESPONSIVE PROCUREMENT PLAN FOR FISCAL YEAR 2022.**

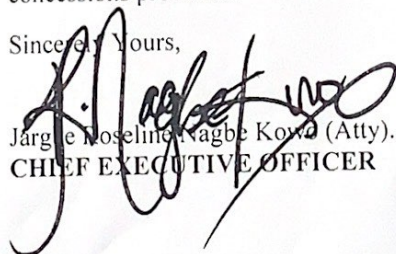
We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Agriculture, under the Transfer to Gender Responsive Budget (GRPB) Procurement Plan for Fiscal Year 2022, in accordance with **Section 40 (3)** of the PPCA, 2010.

The Commission wishes to inform the Ministry of Agriculture that its Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans, **upon conclusion of stipulated processes.**

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,


Jargle Noshine Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF AGRICULTURE
PROCUREMENT PLAN (NON-SBA)
TRANSFER TO GENDER RESPONSIVE (GRPB)
SOURCE OF FUNDING: GOL

1	2	3	4	5	6	7	8	9	11	12	13	14	15	16	17	18	19
BASIC DATA										IMPLEMENTATION DATES							
Item No.	Code	Contract package	Business Activity Codes	Qty	Ext. Cost (USD)	Procurement method	Tech Spec/BOQ/Drawings	Preparation of bidding document	PC App-t-bid doc./tech-spec document	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	PC App-t-bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment
PLANNED	1	IFB No. MOA/GRPB/RFP/001/2022	Stationery	Assorted	6,390.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	2	IFB No. MOA/GRPB/RFP/002/2022	Fuel & Lubricant	80 gallons	640.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	3	IFB No. MOA/GRPB/RFP/003/2022	Event Catering	Assorted	5,150.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	4	IFB No. MOA/GRPB/RFP/004/2022	Scratch Cards	756pcs	3,780.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	5	IFB No. MOA/GRPB/RFP/005/2022	Internet Connectivity	3 pieces Router	300.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	6	IFB No. MOA/GRPB/RFP/006/2022	Printing and Bindings	Assorted	7,500.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	7	IFB No. MOA/GRPB/RFP/007/2022	Office Equipment	Assorted	1,100.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	8	IFB No. MOA/GRPB/RFP/008/2022	Computer supplies/ ICT Services	Assorted	6,500.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	9	IFB No. MOA/GRPB/RFP/009/2022	Hall Rental	1 Hall	1,715.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
PLANNED	10	IFB No. MOA/GRPB/RFP/010/2022	Cleaning materials and Consumable	Assorted	2,695.00	RFQ	7/1/2022	7/4/2022	7/7/2022	7/21/2022	7/25/2022	7/28/2022	8/1/2022	8/4/2022	N/A	11/15/2022	12/30/2022
UPDATE																	
ACTUAL																	
					Grand Total(US)		35,770.00										

PREPARED BY: *Barbara Jacques-Menyongai* 6/29/22
BARBARA JACQUES-MENYONGAI
ACTG. DIRECTOR OF PROCUREMENT

APPROVED BY: *Jeanine M. Cooper*
JEANINE M. COOPER
CHAIRPERSON, PROCUREMENT COMMITTEE



DATE: 04/07/2022
July 21/2022



**MINISTRY OF AGRICULTURE
PROCUREMENT PLAN (EXPLANATORY NOTES)
TRANSFER TO GENDER RESPONSIVE (GRPB): 2022**

Item No.	Contract Package Code	Contract Package	CORE	Content of Contract Package
1	IFB No. MOA/GRPB/RFQ/001/2022	Stationery	CORE	this contract package for the purchase of sheets, pens, note pad, postal sheet, A4 sheets, legal sheets, etc.
2	IFB No. MOA/GRPB/RFQ/002/2022	Fuel and Lubricant		Purchase of Fuel for vehicle to transport materials and staffs to workshops and other relevant Gender activities. It is from the budget line Gender, Activities: Fuel/gasoline.
3	IFB No. MOA/GRPB/RFQ/003/2022	catering		this contract package will be use for the provision of nutrition for meetings and workshops, breakfast, lunch, water and snacks. It is from the budget line Gender, activities: catering services, conducting workshop and snacks.
4	IFB No. MOA/GRPB/RFQ/004/2022	Scratch Cards		This contract package will be use to purchase scratch cards for call and data, Gender staffs for communication and internet.
5	IFB No. MOA/GRPB/RFQ/005/2022	Internet Connectivity		This contract package will be use for the purchase of modem
6	IFB No. MOA/GRPB/RFQ/006/2022	Printing and Binding		This package will be use for validation adoption of the institutional gender policy. This is from activities: Review validation and produce Gender policy, printing and binding.
7	IFB No. MOA/GRPB/RFQ/007/2022	Office Equipment		this contract package will be use for the purchase Cabinet, perculator and mini box.
8	IFB No. MOA/GRPB/RFQ/008/2022	Computer Supplies/ICT Supplies		this contract package is use for the purchase of Laptop, anti virus, and backup drive.
9	IFB No. MOA/GRPB/RFQ/009/2022	Hall Rental		This contract package is use for the rental of hall for workshop, conferences, symposium and seminar and is from the activities: Hall Rental.
10	IFB No. MOA/GRPB/RFQ/010/2022	Cleaning Materials and Consumables		This package is for the purchase of clora, detol, tissues, sanitizers, tide soap, adaptor, surge protector and extension cords.

Prepared By: Barbara Jacques-Menyongai
Actg. Procurement Director

Approved by: Jeanine M. Cooper

CHAIRPERSON, PROCUREMENT COMMITTEE

Date: 04/07/2022



M. Jackson
July 21/2022