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Ref: **PPCC/RL/CEO/773/'21**

December 15, 2021

Hon. Jeanine M. Cooper  
**MINISTER**  
Ministry of Agriculture  
Republic of Liberia

Dear Hon. Cooper:

Subject: **RECEIPT AND APPROVAL OF MOA'S SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD AND NUTRITION SECURITY (SADEONS) SBA AND NON SBA PROJECT PROCUREMENT PLANS FOR FISCAL YEAR 2021 - 2022**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Agriculture, for Food and Nutrition Security (SADEONS) SBA and Non SBA Procurement Plans for Fiscal Year 2021/2022 in accordance with Section 40 (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan has been 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.

The Commission counsels that you observe Section 40 (5) of the PPCA, 2010 which states "each 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 provide 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.

Best regards.

Yours sincerely,

Jargbe 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 AGRICULTURE**  
**SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD & NUTRITION SECURITY (SADFONS) - LIBERIA**  
**PROJECT PROCUREMENT PLAN DECEMBER 2021 - DECEMBER 2022**  
**SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AFDB)**  
**(NON SBA)**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Item No.	Code	IMPLEMENTATION DATES	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BOQ/Drawings	Preparation of bidding document	PC App-1-bid doc/tech spec	Bid invitation & Release Doc	Bid sub/pub opening	Submission of Bid Evaluation report	PC App-2 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Deliver, inspection (substantial completion)	Acceptance & final payment
PLANNED UPDATE ACTUAL	1	IFB No. MoA/SADFONS/CBN-SBA/001/21/22	Transport Equipment	G4510	4 Units of Vehicles	180,000.00	NCB	12/9/2021	12/16/2021	12/23/2021	12/27/2021	1/24/2022	2/3/2022	2/10/2022	2/17/2022	N/A	3/17/2022	4/25/2022
PLANNED UPDATE ACTUAL	2	IFB No. MoA/SADFONS/CBN-SBA/003/21/22	Agro Equipment	G4653	Assorted	200,000.00	NCB	3/7/2022	3/14/2022	3/21/2022	3/24/2022	4/21/2022	5/1/2022	5/8/2022	5/15/2022	N/A	6/12/2022	7/21/2022
PLANNED UPDATE ACTUAL	3	IFB No. MoA/SADFONS/CBN-SBA/003/21/22	IT & Accounting Software	G4741	Assorted	20,000.00	NCB	3/19/2022	3/27/2022	4/3/2022	4/6/2022	5/4/2022	5/14/2022	5/21/2022	5/28/2022	N/A	6/25/2022	8/3/2022
PLANNED UPDATE ACTUAL	4	IFB No. MoA/SADFONS/RRQ/N-SBA/001/21/22	Stationery	G4761	Assorted	4,100.00	RFQ	12/10/2021	12/17/2021	12/21/2021	12/24/2021	12/31/2021	1/4/2022	1/7/2022	1/14/2022	N/A	1/31/2022	2/28/2022
PLANNED UPDATE ACTUAL	5	IFB No. MoA/SADFONS/RRQ/N-SBA/002/21/22	Office Equipment	G4741	Assorted	10,000.00	RFQ	12/10/2021	12/17/2021	12/21/2021	12/24/2021	12/31/2021	1/4/2022	1/7/2022	1/13/2022	N/A	1/28/2022	2/25/2022
PLANNED UPDATE ACTUAL	6	IFB No. MoA/SADFONS/RRQ/N-SBA/003/21/22	Scratch Cards	J6120	Assorted	1,800.00	RFQ	12/10/2021	12/17/2021	12/22/2021	12/25/2021	1/1/2022	1/5/2022	1/8/2022	1/15/2022	N/A	1/29/2022	2/26/2022
PLANNED UPDATE ACTUAL	7	IFB No. MoA/SADFONS/SSN-SBA/001/21/22	Communication Equipment	G4741	2 Firms	200	SS	12/10/2021	12/14/2021	12/18/2021	N/A	N/A	N/A	N/A	1/1/2022	N/A	1/8/2022	2/5/2022
PLANNED UPDATE ACTUAL	8	IFB No. MoA/SADFONS/RRQ/N-SBA/004/21/22	Repair & Maintenance Vehicle	G4520	5 units of Vehicles	5000.00	RFQ	2/18/2022	2/25/2022	3/1/2022	3/4/2022	3/11/2022	3/15/2022	3/18/2022	3/25/2022	N/A	4/8/2022	5/6/2022
PLANNED UPDATE ACTUAL	9	IFB No. MoA/SADFONS/CBN-SBA/004/21/22	Repairs & Maintenance Civil	F4100/ F4390	Assorted	302,568.00	NCB	3/22/2021	3/30/2021	4/6/2021	4/11/2021	5/9/2021	5/19/2021	5/26/2021	6/2/2021	N/A	6/30/2021	8/8/2021
Grand Total US\$						\$723,668.00												

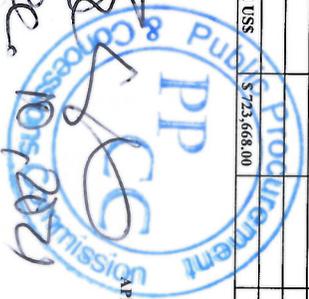
PREPARED BY: *Mohammed L. Kamara*

PROJECT PROCUREMENT OFFICER

APPROVED BY:

*Jeanine M. Cooper*  
 CHAIRMAN, PROCUREMENT COMMITTEE

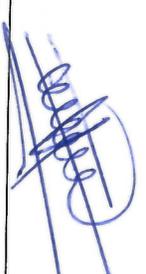
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*Styond*  
*Dec 15, 2021*

**MINISTRY OF AGRICULTURE**  
**SMALLHOLDER AGRICULTURE DEVELOPMENT FOR FOOD & NUTRITION SECURITY (SADFONS) PROJECT - LIBERIA**  
**PROJECT PROCUREMENT PLAN DETAILED NOTE FOR BOTH (NON SBA & SBA)**  
**SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AFDB)**  
**DECEMBER 2021 TO DECEMBER 2022**

Item No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. MoA/SADFONS/NCB/N-SBA/001/21/22	Transport Equipment	NON SBA This contract package is from the Budget Line Vehicle. It is intended to procure four (4) units of Vehicles for the SADFONS Project. i.e. Two Units of Cross Country Sport Utility Vehicles (SUV & another Two (2) units of 4WD heavy Duty Double Cabin Pickups for the MoA/SADFONS Project. The amount for this process is on page 15 of the Project life Span Cost Table/Budget, page 46 of the Simplify Procurement Plans and as well indicated/budgeted on row number 2.1.2 of the AWPB. All of which are approved by the AfDB. More to that, we opted to use the Restrict Bidding Method for this process because the suppliers are known and limited. Should we advertised, they are the very known bidders will participate. This contract package is intended to procure Agro Equipment for farmers Organizations and training of the beneficiaries. Equipment to be sourced are Power tiller, Napsak Sprayer, Rice Mill, SP Thresher etc. The amount for this process is on page 15 of the project life span Cost Table/Budget and page 46 of the Simplify Procurement Plans. All of which are approved by the AfDB.
2	IFB No. MoA/SADFONS/NCB/N-SBA/002/21/22	Agro Equipment	This contract package is intended to procure a standardized and generally accepted IT & Financial Accounting software. i.e. The Tom Pro and Tom Mache etc. and related IT infrastructure and accessories for the project. The amount for this process is on page 17 of the project life span Cost Table/Budget, page 46 of the Simplify Procurement Plans as well indicated/budgeted on row number 3.1.3 of the AWPB.. All of which are approved by the AfDB.
3	IFB No. MoA/SADFONS/NCB/N-SBA/003/21/22	IT & Accounting Software	

PREPARED BY:   
 Mohammed L. Kamara  
 Project Procurement Officer



Approved by:   
 Jeanine M. Cooper  
 Chairman, Procurement Committee



Date: 6/12/2021

  
 Dec 15, 2021

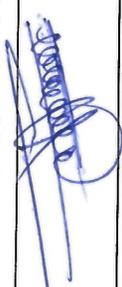
**NON SBA**

4	IFB No. MoA/SADFONS/RFQ/N-SBA/001/21/22	Stationery	This contract package is intended to procure Stationery Materials for the project. eg: Stenopads, Packs of Pens, White Board Marker Packs, White Board (L/S), Flip Chart Boards, Flip Charts Sheets, A4 sheets, Legal Sheets, Manila Folders, Staple Machines, Staple Pins, etc. The amount for this process is budgeted on row 3.1.7 of the AfDB approved AWPB.
5	IFB No. MoA/SADFONS/RFQ/N-SBA/002/21/22	Office Equipment	This contract package is intended to procure Office equipment for the Project. i.e. One (1) unit of Networking Multi Purpose Printer, Laptop Computers and Projectors. The amount for this process is budgeted on row 3.1.9 of the AfDB approved AWPB.
6	IFB No. MoA/SADFONS/RFQ/N-SBA/003/21/22	Scratch Card	This contract package is from the Budget Line Procurement of Telephone Cards. It is intended to procure Scratch cards for the SADFONS Project and its Official Project launch as delineated below: - Lonestar - 140 pieces of 5 dollars denomination cards - Orange - 220 pieces of 5 dollars denomination cards amount for this process is budgeted on row 3.1.10 of the AfDB approved AWPB.
7	IFB No. MoA/SADFONS/SS/N-SBA/001/21/22	Communication Equipment	This contract package is intended to procure One (1) set of Lonestar Rioter from Lonestar/MTN Communication Company and One (1) set of Orange Rioter from Orange Liberia. The amount for this process is budgeted on row 3.1.11 of the AfDB approved AWPB.
8	IFB No. MoA/SADFONS/RFQ/N-SBA/004/21/22	Repair & Maintenance Vehicle	This contract package is intended to procure Vehicle Repairs & Maintenance Services from eligible registered and reputable car repairs Institutions/Garages. The amount for this process is budgeted on row 3.1.13 of the AfDB approved AWPB.
9	IFB No. MoA/SADFONS/NCB/SBA/004/21/22	Repairs & Maintenance Civil	This contract package is intended to procure the Rehabilitation and construction of the following: 1. Rehabilitation of Agriculture Mechanization Center in the amount of US\$63,812.00. The amount for these processes are on page 12 of the Project life Span Cost Table/Budget and page 45 of the Simplify Procurement Plans. Construction of Warehouses, Storage Centers and Community foods reserves US\$238,756.00. The amount for these processes are on page 14 of the Project life Span Cost Table/Budget and page 45 of the Simplify Procurement Plans. All of which are approved by the AfDB.

PREPARED BY:

Mohammed L. Kamara

Project Procurement Officer




Approved by:

Jeanine M. Cooper

Chairman, Procurement Committee



Date:

6/13/2021



*Shynd*  
Dec 15, 2021