

MINISTRY OF AGRICULTURE
PROCUREMENT PLAN (CORE BUDGET)
SOURCE OF FUNDING: GOL. NATIONAL BUDGET
FISCAL YEAR: JANUARY 1- DECEMBER 31, 2022

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | |
|---------|----------|-----------------------------|-----------------------------------|-------------------------|----------|-----------------|--------------------|-------------------------|---------------------------------|------------------------------|------------------------------|----------------------|-------------------------------------|------------------------------------|------------------------|--------------------------------|---|----------------------------|
| | | BASIC DATA | | | | | | | | | | IMPLEMENTATION DATES | | | | | | |
| | Item No. | Business Code | Contract package | 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) | Delivery, inspection (substantial completion) | Acceptance & final payment |
| PLANNED | 1 | IFB No. MoA/CB/RFQ/001/2022 | Air Tickets | N7911 | Assorted | 8,800.00 | RFQ | 1/14/2022 | 1/18/2022 | 1/21/2022 | 1/27/2022 | 2/9/2022 | 2/4/2022 | 2/10/2022 | 2/17/2022 | N/A | 8/16/2022 | 11/30/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 2 | IFB No. MOA/CB/NCB/001/2022 | Vehicle Spare Parts | G4530 | Assorted | 15,000.00 | NCB | 1/14/2022 | 1/18/2022 | 1/21/2022 | 1/28/2022 | 2/28/2022 | 3/2/2022 | 3/8/2022 | 3/18/2022 | N/A | 8/29/2022 | 11/30/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 3 | IFB No. MoA/CB/NCB/002/2022 | Stationary | G4761 | Assorted | 22,500.00 | NCB | 1/14/2022 | 1/18/2022 | 1/21/2022 | 1/28/2022 | 2/28/2022 | 3/2/2022 | 3/8/2022 | 3/18/2022 | N/A | 8/29/2022 | 11/30/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 4 | IFB No. MoA/CB/RFQ/003/2022 | Scratch Cards | J6190 | Assorted | 24,000.00 | RB | 1/3/2022 | 1/10/2022 | 1/17/2022 | 1/28/2022 | 2/28/2022 | 3/2/2022 | 3/7/2022 | 3/18/2022 | N/A | 8/31/2022 | 11/30/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 5 | IFB No. MoA/CB/RFQ/002/2022 | Computer Supplies Parts & Cabling | J6120 | Assorted | 9,000.00 | RFQ | 1/3/2022 | 1/7/2022 | 1/14/2022 | 1/27/2022 | 2/9/2022 | 2/10/2022 | 2/14/2022 | 2/17/2022 | N/A | 3/31/2022 | 4/29/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 6 | IFB No. MOA/NCB/003/2022 | Agricultural Supplies | G4653 | Assorted | 100,000.00 | NCB | 1/14/2022 | 1/18/2022 | 1/21/2022 | 1/28/2022 | 2/28/2022 | 3/2/2022 | 3/8/2022 | 3/18/2022 | N/A | 3/31/2022 | 4/29/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 7 | IFB No. MoA/CB/RFQ/003/2022 | Cleaning Materials | G4773 | Assorted | 5,000.00 | RFQ | 1/14/2022 | 1/18/2022 | 1/21/2022 | 1/27/2022 | 2/9/2022 | 2/4/2022 | 2/10/2022 | 2/17/2022 | N/A | 8/16/2022 | 11/30/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| PLANNED | 8 | IFB No. MoA/CB/NCB/004/2022 | Computer Supplies & ICT Services | G4741 | Assorted | 14,000.00 | NCB | 1/14/2022 | 1/18/2022 | 1/21/2022 | 1/28/2022 | 2/28/2022 | 3/2/2022 | 3/8/2022 | 3/18/2022 | N/A | 3/31/2022 | 4/29/2022 |
| UPDATE | | | | | | | | | | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | |
| | | | | Grand Total:US\$ | | 198,300.00 | | | | | | | | | | | | |

PREPARED BY:

ABRAHAM VARMAH
DIRECTOR OF PROCUREMENT

APPROVED BY:

JEANNE M. COOPER
CHAIRPERSON, PROCUREMENT COMMITTEE

DATE:

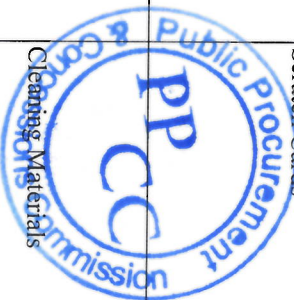
January 27, 2022

Jan. 31, 2022

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MINISTRY OF AGRICULTURE
PROCUREMENT PLAN (EXPLANATORY NOTES)
FISCAL YEAR: JANUARY1 - DECEMBER 31, 2022
CB & SBA

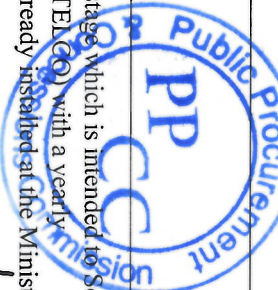
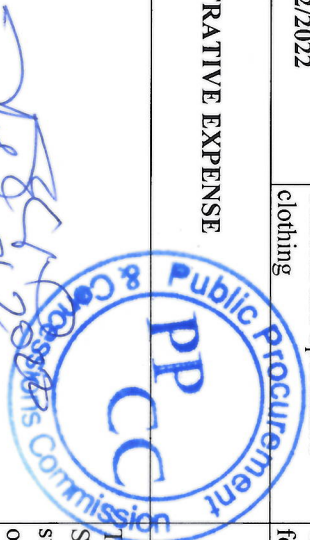
| Item No. | Contract Package Code | Contract Package | Content of Contract Package |
|----------|-----------------------------|---------------------|---|
| CORE | | | |
| 1 | IFB No. MOA/CB/RFQ/001/2022 | Air Ticket | This contract package is taken from the budget line Foreign Means of Travel and its intended to procure assorted air tickets for travel out of the Country. |
| 2 | IFB No. MOA/CB/NCB/001/2022 | Vehicle Spare Parts | This contract package is taken from the budget line Repairs & maintenance vehicles and it will be used procure genuine vehicle spare parts for 46 units of vehicles for the Ministry of Agriculture. a. Toyota Land Cruiser b. Toyota Prado, c. Toyota Hilux d. Ford Ranger e. Renault f. Nissan Patrol g. Nissan Hard Body Pickup etc., Dry Cell Battery 80 amp, Dry Cell Battery 100 amp, Tyres (Assorted), Engine Oil (assorted), Spark Plugs, Brakes Shoes, Fuel filters, Air Filters, Oil Filters, etc. |
| 3 | IFB No. MOA/CB/NCB/002/2022 | Stationery | This contract package is intended to procure the following assorted stationery (Office Materials & Ink & Toner Cartridges) items: see attached Listing (Legal Size paper,80g f14 ,A4 size paper 80g, Manila folder A4 Size (1 ctn x 5 per pk = 500 pcs,) ,paper glue, pen Drive USB Type 8 GB, Staple Machine (20 Sheets,24/6 or 24/6 mins pins) White Board marker, high quality, assorted colos, Ledger Book 3Qr, Surge/Extension Cord, 5 ports, multi INK and Cartridge, Canon 728, Csatridge(Original), HP 30 A, Toner, HP 131A, Series etc. |
| 4 | IFB No. MOA/CB/NCB/003/2022 | Scratch Cards | This contract package is taken from the budget lines Scratch cards (24,000.00) and it is intended to procure the following : Telecommunication (Scratch cards): - Lonestar - 1,400 pieces of 5 dollars denomination cards; - Lonestar - 3,000 pieces of 1 dollar denomination cards; - Orange - 2,000 pieces of 5 dollars denomination cards; - Orange - 4,000 pieces of 1 dollar denomination cards; |
| 5 | IFB No. MOA/CB/RFQ/001/2022 | Cleaning Materials | This contract package is taken from the budget line other office materials & consumables supplies and its intended to procure the following cleaning materials: Toilet Tissue (150g 36 roll per sack), Power Soap(30gr 150pcs x ctn), Air Freshener 300ml, assorted fragrance, Liquid Hand Soap, Regular Bleach (4 liter x 4 gallons per ctn), Insect Spray 400ml, 24pcs x ctn, Dettol Disinfectant 500ml. |



Handwritten signature and date: 28/1/2022

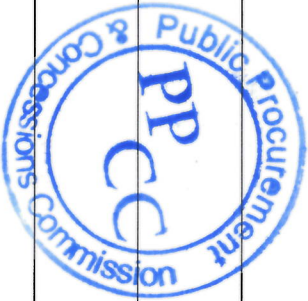
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|------------------------|------------------------------|-----------------------------------|---|
| 6 | IFB No. MOA/CB/RFQ/002/2022 | Computer Supplies Parts & Cabling | This contract package is taken from the budget line Computers supplies & ICT services and its intended to procure the following: Cisco switch, Networking tool kit (Complete set), One (1) Terra Bite Hardware, 48 port D-Link switch, One (1) box of Cat 6E (Networking cable),(1) Terra Bite Hardware, Microsoft suites, Anti Virus, Window 7 & 8 (64 bit software) etc. |
| | IFB No. MOA/CB/NCB/003/2022 | Agricultural Supplies | This contract package is taken from the budget lines Agriculture supplies & inputs. It is intended to procure Agro Materials (Inputs, Supplies, Seedlings, Green House etc) for the Ministry of Agriculture, which amounts to USD\$100,000.00 shovels, wheel barrows, twine, spraying can, small hoe, regular hoe, cutlasses, rain boots, rain coats, pepper, cabbage, collards, water melon, okra, cucumber, eggplants, insecticides, furadan, fertilizer, dilator camera, GPS, PH-meter, moisture meter, dolvene hae, netri-dish etc. |
| 7 | IFB No. MOA/CB/NCB/004/2022 | Computer supplies & ICT Services | This contract package is taken from the budget lines Computer Supplies and ICT services. It is intended to procure the repair of computer, desktops, printers, website hosting, database development, etc. for the Ministry of Agriculture which amounts to USD\$ 14,000.00 |
| SBA | | | |
| 1 | IFB No. MOA/SBA/RB/001/2022 | Petroleum Product | This contract package is taken from the budget lines Fuel & lubricant vehicles and its intended to procure the following items: Gasoline and Lubricants for vehicles, & motorcycles from the below vendors: A. Super Petroleum (SP) Corp.; B. Liberia Petroleum (LP) Corp.; C. Aminata & Sons, Inc. D. National Petroleum (NP) and all others suppliers that deal in coupon. A. diesel in coupon supply is - \$16,071.42 gals @ US\$4.50. B. Gasoline in coupons supply to Vehicles - 8,010.40 gallons @ 4.00 |
| 2 | IFB No. MOA/SBA/RFQ/001/2022 | Printing, Binding and Publication | This contract package is taken from the budget line Printing, Binding and Publication, it is intended to print Minister letter, administrative letter head, Technical services letter head, Planning letter head, binding of reports, printing of call cards, publication of newsletters, advertisement and etc. |
| 3 | IFB No. MOA/SBA/RFQ/002/2022 | Uniform and Specialized clothing | This contract package is taken from the budget line uniform and Specialized clothing, it is intended to purchase clothes for the making of uniform for Quarantine inspectors. |
| ADMINISTRATIVE EXPENSE | | | |
| 1 | Internet connectivity | | This contract package is taken from the budget line Telecommunication, internet, & postage which is intended to Sole Sourced the internet services from the Liberian Telecommunication Corporation (LIBTEL CO) with a yearly subscription fee of \$19,200.00USD for (download and upload) of equipment that is already installed at the Ministry of Agriculture, Ministerial Compound, Congo Town, Monrovia, Liberia. |



Jan 31 / 2024
 J. I. [Signature]
 [Signature]

| | | |
|---|--------------------------|--|
| 2 | Consultancy | This contract package is taken from the budget line Consultancy Services (\$286,572.00). It is intended to make payments for consultancy services at the Ministry of Agriculture through Administrative processing. It is intended to pay consultants that are with the Ministry of Agriculture. |
| 3 | Domestic Means of Travel | This is taken from the budget line Domestic Means of Travel and its intended to pay for travel expense incur by staff on behalf of the Ministry of Agriculture through Administrative processing, which amounts to USD\$3,460.00 |
| 4 | Electricity | This is taken from the budget line Electricity and its intended to sole sourced and pay current bills to the Liberia electricity Corporation (LEC) on behalf of the Ministry of Agriculture through Administrative processing, which amounts to USD\$2,400.00 |
| 5 | Security Services | This contract package is taken from the Budget line Security Services. It is intended to pay security personnel already in the employ of the institution which amounts to USD\$ 128,940.00 |
| 6 | Water & Sewage | This is taken from the budget line Water & Sewage and its intended to sole sourced and pay water bills to the Liberia Water & Sewer Corporation (LWSC) on behalf of the Ministry of Agriculture through Administrative processing, which amounts to USD\$1,800.00 |



Prepared By: _____

Abraham Varmah
Procurement of Director

Approved by: _____

Jeanine M. Cooper
CHAIRPERSON, PROCUREMENT COMMITTEE



Date: 27/01/2022

ABCC
Jan, 31, 2022

Robert Ford
Jan 31, 2022





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/070/22**

January 31, 2022

Hon. Jeannine M. Cooper
MINISTER
Ministry of Agriculture
Republic of Liberia

Dear Hon. Cooper:

Subject: **PROVISIONAL APPROVAL OF MINISTRY OF AGRICULTURE SBA, NON SBA PROCUREMENT PLANS FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the Ministry of Agriculture SBA, NON SBA Procurement Plans for FY 2022 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at **<http://ppcc.gov.lr/vr/index.php/documents>**.

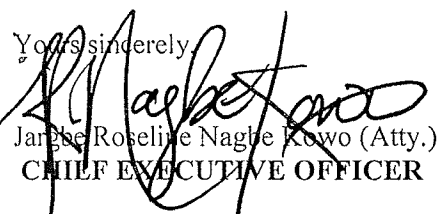
Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for MOA's **allocation** in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended six months budget, for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent 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.

Yours sincerely,


Jarabe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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