



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/1012/2020

January 29, 2020

Hon. Precious K. Tetteh
ACTING MINISTER
Ministry of Agriculture
Republic of Liberia

Your ref: RL/MOA/PKT/AM-009/'20

Dear Hon: Tetteh:

Subject: **RECEIPT AND APPROVAL OF CORE AND SBA PROCUREMENT PLAN 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 Agriculture (MOA)** Core and SBA Procurement Plan (*Goods and Non-Consultancy Services*) for Fiscal Year 2019/2020 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission informs the Ministry of Agriculture that its annual 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 Plan.

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 plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission."

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.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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,


Jargle Roseline Nagbe Krowo (Atty.)
CHIEF EXECUTIVE OFFICER

MINISTRY OF AGRICULTURE
PROCUREMENT PLAN(SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET
FISCAL YEAR: 2019 - 2020

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	Est. Cost (USD)	Procurement method	Tech Spec/BO Q/ 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
	1	IFB No. MOA/SBA/S.S/001/19/20	Internet Services Provider	J6120	4.0GHZ licences which include dedicated bandwidth 3072kbps (download & upload)	2,500.00	S.S	7/29/2019	8/5/2019	8/9/2019	N/A	N/A	N/A	N/A	8/23/2019	N/A	6/14/2020	6/30/2020
	UPDATE																	
	ACTUAL																	
	2	IFB No. MOA/SBA/RB/001/19/20	Petroleum Product	G4661	8,997.75 gallons	30,504.00	RB	7/23/2019	7/30/2019	8/5/2019	8/7/2019	9/4/2019	9/18/2019	9/23/2019	10/7/2019	N/A	6/10/2020	6/26/2020
	UPDATE																	
	ACTUAL																	
					Sub - Total:US\$	33,004.00												

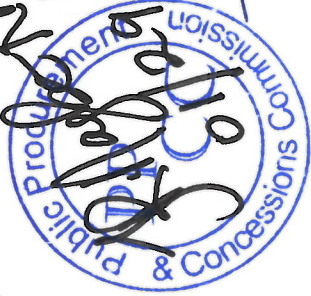
PREPARED BY: Abraham Varmah
ABRAHAM VARMAH
DIRECTOR OF PROCUREMENT

APPROVED BY:

HON. PRECIOUS K. TETTEH
CHAIRMAN, PROCUREMENT COMMITTEE

DATE:

01-14-20



MINISTRY OF AGRICULTURE
PROCUREMENT PLAN(SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET
FISCAL YEAR: 2019 - 2020

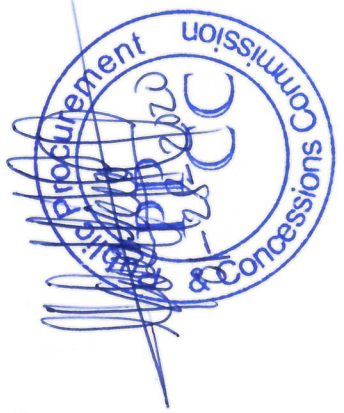
1	2	3	4	5	6	7	8	9	11	12	13	14	15	16	17	18	19	
BASIC DATA																		
IMPLEMENTATION DATES																		
	Item No.	Code	Contract package	Business Activity Codes	Qty	Est. Cost (USD)	Procurement method	Tech Spec/BO Q/ Drawings	Preparation of bidding document	PC App.1- bid doc./tech spec	Bid invitation & 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	3	IFB No. MoA/SBA/RFQ/001/19/20	Air Ticket	N7911	Assorted	6,311.00	RFQ	7/24/2019	7/29/2019	7/30/2019	7/31/2019	8/14/2019	8/14/2019	8/16/2019	8/23/2019	N/A	5/30/2020	6/27/2020
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. MoA/SBA/RFQ/002/19/20	Cleaning Materials	G4773	Assorted	1,000.00	RFQ	7/23/2019	7/28/2019	7/29/2019	7/30/2019	8/13/2019	8/13/2019	8/15/2019	8/22/2019	N/A	5/30/2020	6/27/2020
UPDATE																		
ACTUAL																		
					Sub - Total:US\$	1,000.00												
					Grand Total:US\$	34,004.00												



PREPARED BY: ABRAHAM VARMAH
DIRECTOR OF PROCUREMENT

APPROVED BY: HON. PRECIOUS K. TETTEH
CHAIRMAN, PROCUREMENT COMMITTEE

DATE: 01-14-20



This contract package is intended to procure the following assorted stationery items:			
		Office Materials Legal size paper A4 size paper Manila Folder A4 size (1ctn x 5 packs x 100 pcs) Stapler Machine 24/6 or 24/6 min pins Surge protector extension cord, 5 port multi sockets Masking Tape Legal size Pen Drive, USB type 8 GB Masking Tape Medium Size White Board Marker, High quality assorted colors Legal Book 3 Qr	
6	IFB NO. MOA/CB/RFQ/005/19/20	Stationery	Ink and Toner Cartridges: 55A, LaserJet Pro MFP M21dn 410A, LaserJet Pro color MFP M477 fdw Canon 728, Cartridge (Original) Canon – T, Cartridge (Original) HP 05A Toner LaserJet (Original) HP 131 A series Anti-Virus 2019
SBA			
1	IFB No. MOA/SBA/S.S/001/19/20	Internet connectivity	This contract package is taken from the budget line Telecommunication, internet, & postage which is intended to Sole Source the internet services to Libtelco Liberia for the monthly provision of 4.0GHz licensed which include (dedicated bandwidth of 3072 kbps 3 download and 2 upload) including installation of infrastructure at Ministry of Agriculture, Somalia Drive. The above mentioned will be sourced from LJBTELCO.
2	IFB NO. MOA/SBA/RB/001/19/20	Petroleum Product	This contract package is taken for both budget lines Fuel & lubricant vehicles & generators and its intended to procure the following items: Gasoline and diesel for generators, vehicles, & motorcycles A. bulk diesel supply to generator - 4,841.90 gallons@US\$3.15 B. Gasoline in coupons supply to Vehicles - 4,155.85 gallons@US\$3.67 inclusive of transportation cost (0.05).
3	IFB No. MOA/SBA/RFQ/001/19/20	Air Tickets	This contract package is taken from the budget line Precious Means of Travel. This line is intended to procure plane tickets from Airlines so as to facilitate the Ministers in International Travel.



		procure assorted cleaning materials and supplies for the Ministry such as, per sack) Facial Tissue (200 sheets, 50 pks x ctn) Dusting Towel (13 x 13 inches) strong & durable Liquid Hand Soap (350ml, 24 pcs) Powder Soap (30grams, 150 pieces x cartoon) Regular Clorox Bleach (4 liter x 4 gallons per ctn) Soft Broom 27cm Air Freshener 300ml, assorted fragrances Floor Mop (Iron) etc.	Toilet Tissue (150g 36 roll
4	IFB No. MOA/SBA/RFQ/002/19/20	Cleaning Materials	
5	Administrative expenses	Water & sewage bills	This is taken from the budget line Water & Sewage and its intended to procure the lifting of Six (6) sewage dislogdes and make payment for water bills to Liberia Water and Sewage Corporation. The collection of Sewage from MOA and payment of water bills to MOA central office on Somalia Drive.
6		Consultancy services	This budget line will be use to pay out salaries for existing professional contractors of the Ministry of Agriculture.
7		Guard and security services	This budget line will be use to pay out salaries for existing security personal of the Ministry of Agriculture.
8		staff training- foreign	This budget line is intended to pay out allowances to staff of the Ministry on foreign studies.



[Signature]

APPROVED BY: **ABRAHAM VARMAH**
DIRECTOR OF PROCUREMENT

APPROVED BY: **HON. PRECIOUS K. TETTEH**
CHAIRMAN, PROCUREMENT COMMITTEE

DATE: 07-14-20

