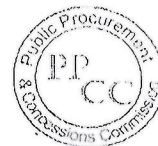




Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto: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

Received by: J. Sekie Momo  
0777-22-82-98  
April 14, 2022  
12:10 PM.



# Republic of Liberia

## MINISTRY OF AGRICULTURE

P.O Box 10-9010  
1000 Monrovia-10, Liberia



### OFFICE OF THE MINISTER

RL/MOA/JMC/M-528 /'22

January 24<sup>th</sup>, 2022

Honorable Jarbe Roseline Nagbe Kowo (Atty)  
**Chief Executive Officer**  
Public Procurement & Concessions Commission  
Executive Mansion Grounds  
Capitol Hill  
Monrovia, Liberia

Dear Honorable Kowo:

We would like to submit to the Commission the final Procurement Plan for the Ministry of Agriculture under the Core Budget and Small Business Act (**CB and SBA**) for this Fiscal Year January – December 2022 for your review and approval. Kindly find attached supporting documents (Budget, Contract Detail, Procurement Plan and Detail Notes).

Below depicts the names of the Procurement Committee Members and the Procurement Unit.

#### The Procurement Committee Members:

1. Hon. Jeanine M. Cooper	Minister	Chairman
2. Hon. Precious K. Tetteh	Deputy Minister for Administration	Member
3. Hon. Robert Kerkulah Fagans, Sr.	Deputy Minister for Planning	Member
4. Hon. Lelia R. Andrews	Deputy Minister for Technical services	Member
5. H. Nyounkpao Funnebo	Comptroller	Member
6. Abraham Varmah	Procurement Director	Non Member/ Secretary

#### The Procurement Unit:

1. Abraham Varmah	-	Procurement Director
2. Barbara J. Menyongai	-	Assistant Procurement Director
3. Mohammed L. Kamara	-	Senior Procurement Officer
4. Teah D. Reeves	-	Senior Procurement Officer
5. Mrs. Evelyn W. Jlateh	-	Procurement Officer
6. Mrs. Patricia H. Sando	-	Procurement Officer
7. Mrs. Angeline Sartie	-	Procurement Officer
8. J. Sackie Morris	-	Procurement Officer

Kind regards,

  
Jeanine M. Cooper  
Minister



Received:  
Theophilus Kollie  
January 27, 2022  
Time: 12:47pm



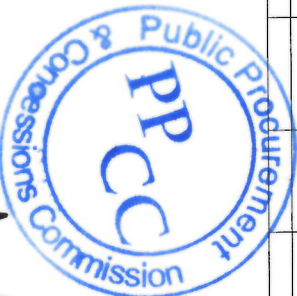
MINISTRY OF AGRICULTURE  
PROCUREMENT PLAN (SBA)  
SOURCE OF FUNDING: GOL NATIONAL BUDGET  
FISCAL YEAR: JANUARY 1- DECEMBER 31, 2022

1	2	3	4	5	6	7	8	9	11	12	13	14	15	16	17	18	19	
BASIC DATA																		
Item No.	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/SBA/RB/001/2022	Petroleum Product	G4661	16,071.42 gals fuel diesel @US\$4.50 & 8,010.40 gals gasoline @ US\$4.00	104,363.00	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	8/29/2022	11/30/2022	
UPDATE																		
ACTUAL																		
PLANNED 2	IFB No. MoA/SBA/RFQ/001/2022	Printing Binding and	G4773	Assorted	5,000.00	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	8/16/2022	11/30/2022	
UPDATE																		
ACTUAL																		
PLANNED 3	IFB No. MoA/SBA/RFQ/002/2022	Uniform and Specialize Clothing	G-4771	Assorted	3,750.00	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	3/30/2022	4/29/2022	
UPDATE																		
ACTUAL																		
				Grand Total:US 113,113.00														

PREPARED BY: ABRAHAM VARMAH  
DIRECTOR OF PROCUREMENT



APPROVED BY: Jeanine M. Cooper  
CHAIRPERSON, PROCUREMENT COMMITTEE



DATE: 3/1/2022  
R. J. Cooper  
Jan 31, 2022

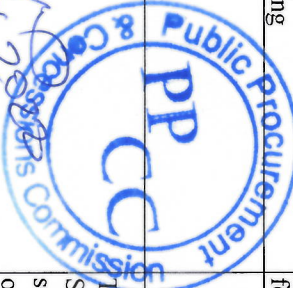
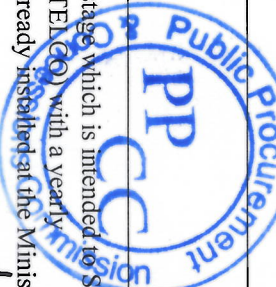
6	IFB No. MOA/CB/RFQ/002/2022	Computer Supplies Parts & Cabling	This contract package is taken from the budget line Computers supplies & ICT services and its intended to procure the following: Cisco switch, Networking tool kit (Complete set), One (1) Terra Bite Hardware, 48 port D-Link switch, One (1) 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, diator camera, GPS, PH-meter, moisture meter, nolvane, bav, 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

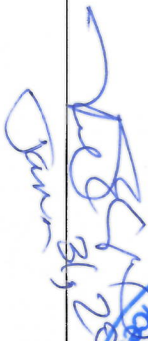
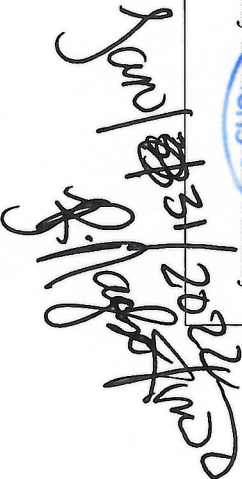
SBA

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 (LIBTELCO) 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.
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June 31, 2024  
 8/1/2024