



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

Website: www.ppec.gov.lr | Email: info@ppec.gov.lr | Phone Short Code: 4357

Ref: PPCC/RI./CEO/704/'22

December 8, 2022

Hon. Ernest J. Clarke
ACTING MINISTER
Ministry of Agriculture
Republic of Liberia

Dear Hon. Clarke:

Subject: RECEIPT AND APPROVAL OF THE MINISTRY OF AGRICULTURE NON SBA AND SBA PROCUREMENT PLANS FOR FISCAL YEAR 2023.

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Agriculture Non SBA and SBA Procurement Plans for Fiscal Year 2023 in accordance with **Section 40 (3)** of the PPCA, 2010.

The Commission wishes to inform the MOA 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,

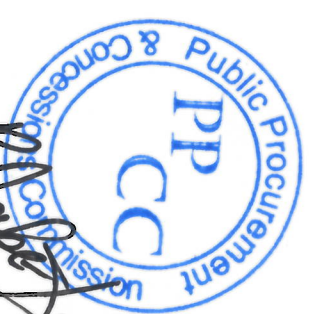

Jarg S. Rochelle Nagbe Rowo (Atty).
CHIEF EXECUTIVE OFFICER

Provisional

A circular blue ink stamp from the National Bureau of Investigation (NBI). The outer ring contains the text "NATIONAL BUREAU OF INVESTIGATION" at the top and "U.S. DEPARTMENT OF JUSTICE" at the bottom. Inside the ring, the words "RECEIVED" are visible on the right side. The center of the stamp is heavily marked with handwritten signatures and dates. A prominent signature, possibly "J. Edgar Hoover", is written across the middle. Other dates like "10/10/54" and "10/11/54" are visible. The stamp is placed over a typed document.

12/1/22
[Signature]
DADA LACROSSE SERVICE

7 Street



12/8/22

12/8/22

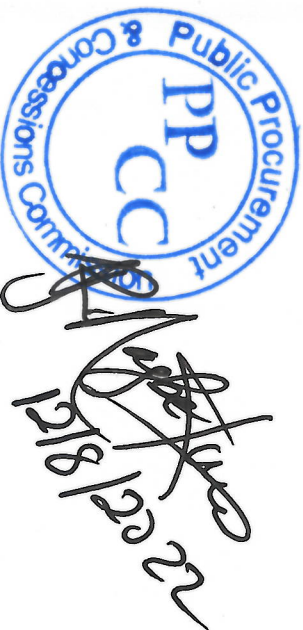
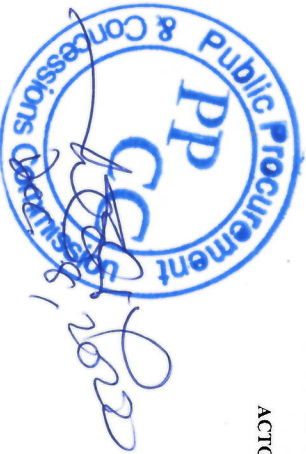
MINISTRY OF AGRICULTURE
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET
FISCAL YEAR: JANUARY 1- DECEMBER 31, 2023

1	2	3	4	5	6	7	8	9										
			BASIC DATA					IMPLEMENTATION DATES										
	Item No.	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 Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion)	Acceptance & final payment
PLANNED	1	IFB No. MOA/SBA/RB/001/2023	Petroleum Product	G4661	3,253.8 gals diesel @ US\$5.50	17,896.00	RB	25/11/2022	28/11/2022	05/12/2022	12/12/2022	12/01/2023	20/01/2023	24/01/2023	31/01/2023	N/A	01/04/2023	29/12/2023
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. MOA/SBA/RFQ/001/2023	Printing Binding and Publication	G4773	Assorted	1,000.00	RFQ	25/11/2022	28/11/2022	05/12/2022	12/12/2022	26/12/2022	29/12/2022	02/01/2023	05/01/2023	N/A	01/04/2023	31/07/2023
UPDATE																		
ACTUAL																		
						Grand Total:US	18,896.00											

PREPARED BY: Barbara J. Menyongai
ACTING DIRECTOR OF PROCUREMENT

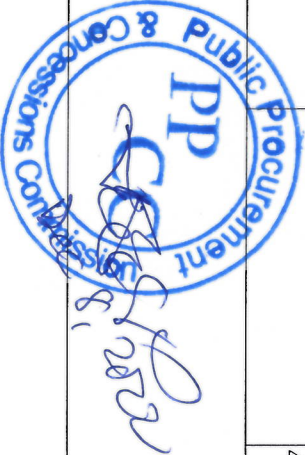
APPROVED BY: Ernest J. Clarke
ACTG. CHAIRPERSON, PROCUREMENT COMMITTEE

DATE: Dec 5, 2022

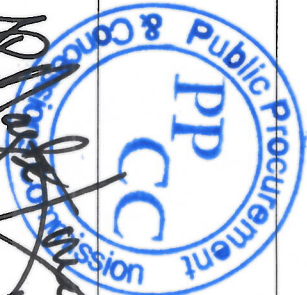


MINISTRY OF AGRICULTURE
PROCUREMENT PLAN (EXPLANATORY NOTES)
FISCAL YEAR: JANUARY1 - DECEMBER 31, 2023
Non-SBA & SBA

Item No.	Contract Package Code	Contract Package	Content of Contract Package
CORE			
1	IFB No. MoA/CB/RFQ/001/2023	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.
3	IFB No. MoA/CB/NCB/002/2023	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 (1cm 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/003/2023	Scratch Cards	This contract package is taken from the budget lines Scratch cards (3,000.00) and it is intended to procure the following : Telecommunication (Scratch cards): Lonestar - 1,000 pieces of 5 dollars denomination cards; - Orange - 1,000 pieces of 5 dollars denomination cards; - Lonestar - 500 pieces of 1 dollar denomination cards .Orange - 500 pieces of 1 dollar denomination cards
5	IFB No. MoA/CB/RFQ/004/2023	Cleaning Materials	This contract package is taken from the budget line other office materials & consumbles 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.



SBA



Handwritten signature and date: 12/28/2022

1	IFB No. MOA/SBA/RB/001/2023	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. Diesel, 3, 253.8 gals @ 5.50 USD. this is also inclusive of the budget line, Domestic means of travel.
2	IFB No. MoA/SBA/RFQ/001/2023	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.
ADMINISTRATIVE EXPENSE			
1	Internet connectivity		N/A
2	Consultancy		N/A
4	Electricity		N/A
5	Computers Supplies and ICT Services		N/A
6	Water & Sewage		N/A



12/1/22

Barbara Jacques-Menyongai

ACTING PROCUREMENT DIRECTOR

Ernest J. Clarke

ACTG. CHAIRPERSON, PROCUREMENT COMMITTEE

Prepared By:

Approved by:

Date: Dec 5, 2022