

Republic of Liberia

## Public Procurement & Concessions Commission

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

Website: [www.ppec.gov.lr](http://www.ppec.gov.lr) Email: [info@ppec.gov.lr](mailto:info@ppec.gov.lr) Phone Short Code: 1357

Ref. PPCC/RI/CEO/247/'22

May 2, 2022

Hon. Jeanine M. Cooper

**MINISTER/CHAIRPERSON PROCUREMENT COMMITTEE**

Ministry of Agriculture

Republic of Liberia

Dear Hon. Cooper:

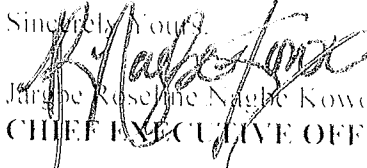
Subject: RECEIPT AND APPROVAL OF THE MINISTRY OF AGRICULTURE  
SPECIAL PROJECT SBA, NON SBA PROCUREMENT PLAN FOR FOOD  
AND NUTRITION SECURITY (SADFONS) FOR FISCAL YEAR 2022.

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Agriculture, Smallholder Agriculture Development for Food and Nutrition Security (SADFONS) Project of the MOA, under the supervision and auspices of the African Development Bank, Special Project Procurement Plan for Fiscal Year 2022 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.

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 yours,

  
Jarabe Rosehne 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) PROJECT - LIBERIA

PROJECT PROCUREMENT PLAN DECEMBER 2021 - DECEMBER 2022

SOURCE OF FUNDING: AFRICAN DEVELOPMENT BANK (AFDB)

(SBA) UPDATED PLAN


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 of bid Evaluation report	Cont. Award /Signature	Advance payment (mobilization)	Delivery, inspection (substantial completion )	Acceptan & fina payment
PLANNED	1	IFB No. MoA/SADFONS/SS/SBA/001/21/22	Agriculture Supplies	G4620	Assorted	29,351.00	SS	4/15/2022	4/19/2022	4/23/2022	N/A	N/A	N/A	N/A	5/7/2022	N/A	5/14/2022	6/11/2022
UPDATE		IFB No. MoA/SADFONS/SS/SBA/001/21/22	Agriculture Supplies	G4620	Assorted	29,351.00	SS	5/23/2022	5/27/2022	5/31/2022	N/A	N/A	N/A	N/A	6/14/2022	N/A	6/21/2022	7/19/2022
ACTUAL																		
PLANNED	2	IFB No. MoA/SADFONS/RFQ/SBA/001/21/22	Petroleum Product	G4661	1,269.035 gallons of Diesel Fuel	5,000.00	RFQ	12/9/2021	12/16/2021	12/20/2021	12/24/2021	12/30/2021	1/3/2022	1/6/2022	1/13/2022	N/A	1/28/2022	2/25/2022
UPDATE		IFB No. MoA/SADFONS/RFQ/SBA/001/21/22	Petroleum Product	G4661	914.076 gallons of Diesel Fuel	10,000.00	RFQ	5/2/2022	5/5/2022	5/6/2022	5/9/2022	5/16/2022	5/20/2022	5/23/2022	5/30/2022	N/A	6/13/2022	7/11/2022
ACTUAL																		
PLANNED	3	IFB No. MoA/SADFONS/RFQ/SBA/002/21/22	Publication of IFB/REOI	M7310	Assorted	10,000.00	RFQ	12/9/2021	12/16/2021	12/20/2021	12/24/2021	12/31/2021	1/3/2022	1/6/2022	1/13/2022	N/A	1/28/2022	2/25/2022
UPDATE		IFB No. MoA/SADFONS/RFQ/SBA/002/21/22	Publication of IFB/REOI	M7310	Assorted	5,000.00	RFQ	5/3/2022	5/5/2022	5/6/2022	5/9/2022	5/16/2022	5/20/2022	5/23/2022	5/30/2022	N/A	6/13/2022	7/11/2022
ACTUAL																		
PLANNED	4	IFB No. MoA/SADFONS/RFQ/SBA/003/21/22	Event Catering	15621	Assorted	5,000.00	RFQ	12/15/2021	12/22/2021	12/26/2021	12/29/2021	1/5/2022	1/9/2022	1/12/2022	1/19/2022	N/A	2/3/2022	3/3/2022
UPDATE		IFB No. MoA/SADFONS/RFQ/SBA/003/21/22	Event Catering	15621	Assorted	10,000.00	RFQ	7/15/2022	7/22/2022	7/27/2022	7/29/2022	8/5/2022	8/9/2022	8/12/2022	8/19/2022	N/A	9/2/2022	9/30/2022
ACTUAL																		
PLANNED	5	IFB No. MoA/SADFONS/RFQ/SBA/004/21/22	Printing Services	C1811	Assorted	1,300.00	RFQ	12/8/2021	12/15/2021	12/19/2021	12/23/2021	12/30/2021	1/2/2022	1/5/2022	1/12/2022	N/A	1/27/2022	2/24/2022
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. MoA/SADFONS/SS/SBA/002/21/22	Hall Rental	1.6810	1 unit	3000.00	SS	12/15/2021	12/21/2021	12/22/2021	N/A	N/A	N/A	N/A	1/5/2022	N/A	1/12/2022	2/9/2022
UPDATE		IFB No. MoA/SADFONS/SS/SBA/002/21/22	Hall Rental	1.6810	1 unit	6000.00	SS	7/15/2022	7/22/2022	7/27/2022	7/29/2022	8/5/2022	8/9/2022	8/12/2022	8/19/2022	N/A	9/2/2022	9/30/2022
ACTUAL																		
				Grand Total:US\$		\$ 61,651.00												


PREPARED BY: Mohammed L. Kamara  
PROJECT PROCUREMENT OFFICER

APPROVED BY: Jeanine M. Cooper  
CHAIRMAN, PROCUREMENT COMMITTEE

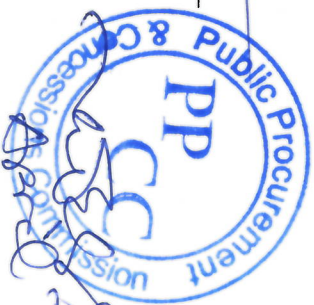
DATE: 25-Apr-2022


SBA			
			This contract package is intended to be Single Sourced (SS) to CARI for the Production of the following:
1	IFB No. MoA/SADFONS/SS/SBA/001/21/22	Agriculture Supplies	2. CARI 1. Provision of Foundation Seeds in the amount of US\$ 20,201.00 Cassava Basic Materials in the Amount of US\$9,150.00 was preselected as stated on page 12 of the project life span Cost Table/Budget and page 46 of the Simplify Procurement Plans. All of which are approved by the AIDB.
2	IFB No. MoA/SADFONS/RFQ/SBA/001/21/22	Petroleum Product	This contract package is intended to procure diesel fuel for the SADFONS Project vehicles. The amount of US\$5,000.00 was initially budgeted for this process. During the budget recast, an amount of US\$5,000.00 was again charged to this line as depicted on row 3.1.10 of the AIDB newly approved AWPB for FY 2022. Therefore, the total for this line as posted in this PPL is US\$10,000.00.
3	IFB No. MoA/SADFONS/RFQ/SBA/002/21/22	Publication of IFB/REOI	This contract package is intended to procure Advertisement/Publication services from eligible and qualified print media/medias of wider circulations or coverages. The amount of US\$10,000.00 was initially budgeted for this process. During the budget recast, an amount of US\$5,000.00 was charged to this line as depicted on row 3.1.5 of the AIDB newly approved AWPB for FY 2022. Therefore, the total for this line has been scaled down to US\$5,000.00 as posted in this PPL.
4	IFB No. MoA/SADFONS/RFQ/SBA/003/21/22	Event Catering	This contract package is from the Budget Line Workshop & Meetings. It is intended to procure the provision of Catering Services for the SADFONS Project during the conduct of workshops etc. The amount of US\$5,000.00 was initially budgeted for this process. During the budget recast, an amount of US\$5,000.00 was again charged to this line as depicted on row 3.1.4 of the AIDB newly approved AWPB for FY 2022. Therefore, the total for this line as posted in this PPL is US\$10,000.00.
5	IFB No. MoA/SADFONS/RFQ/SBA/004/21/22	Printing Services	This contract package was used to procure printing services of 50 Booklets of Payment Vouchers and One (1) Original Self Ink Stamp at the cost of US\$900.00 which can be found on row number 3.1.8 of the AIDB approved AWPB. The two rolls of Banners to be printed for the project Official Launch is estimated at US\$400.00. This amount is taken from the budget line Workshop & Meetings which is numbered 3.1.4 of the AIDB approved AWPB.
6	IFB No. MoA/SADFONS/SS/N-SBA/002/21/22	Hall Rental	This contract package is intended to be Single Sourced (SS) to the Ministerial Complex Multi Purpose Hall for the Project Official Launch by mid November 2021. This amount is taken from the Budget Line Workshop & Meetings. The amount of US\$3,000.00 was initially budgeted for this process. During the budget recast, an amount of US\$3,000.00 was again charged to this line as depicted on row 3.1.4 of the AIDB newly approved AWPB for FY 2022. Therefore, the total for this line as posted in this PPL is US\$6,000.00.
ADMINISTRATIVE EXPENSE			
1	Media Coverage (Print, Electronic & Pictorial)	Media, Relation, Intelligence and Promotion	This event is expected to be covered by media institutions and practitioners from both the print and electronic medias. The amount for this event media coverage is taken from the Budget Line Workshop & Meetings which is numbered 3.1.4 of the AIDB approved AWPB. The amount of US\$3,000.00 was initially budgeted for this process. During the budget recast, an amount of US\$3,000.00 was again charged to this line from the budget line Workshop and Meeting as depicted on row 3.1.4 of the AIDB newly approved AWPB for FY 2022. Therefore, the total for this line as posted in this budget note is submitted along with this PPL is US\$6,000.00

PREPARED BY:   
 Mohammed L. Kamara  
 Project Procurement Officer

Approved by:   
 George Tee Forpoh  
 PP - Jeanine M. Cooper  
 Chairman, Procurement Committee

Date: April 25, 2022



  
 30, 2022