

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/1472/'20

September 21, 2020

Prof. Ansu D. Sonii, Sr.

MINISTER

Ministry of Education

Republic of Liberia

Dear Hon. Sonii:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Education's SBA, Core Budget and Consultancy Procurement Plans for FY 2020/2021 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform 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 notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MOE's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2020/2021.

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,

Jargie Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF EDUCATION
PROCUREMENT PLAN (CORE BUDGET)
SOURCE OF FUNDING: NATIONAL BUDGET
Fiscal Year: July 1, 2020 - June 30, 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
					BASIC DATA			IMPLEMENTATION DATES										
	Item No	Package Number Code	Contract Package	Business Activity Code	Qty	Est. Cost (USD)	Procurement Method	Technical Specs/BOQ /Drawing	Prepare Bid Document	PC Approval- Bid Doc/Tech	Bid Invitation & Release of Bid Doc	Bid Sub/ Public Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial)	Acceptance & Final Payment
Planned Update Actual	1	IFB No. MOE/NCB/001/20/21	Stationery	G-4761	Assorted	300,000.00	NCB	8/12/2020	8/19/2020	8/26/2020	9/2/2020	9/30/2020	10/5/2020	10/12/2020	3/25/2021	N/A	6/30/2021	6/30/2021
Planned Update Actual	2	IFB No. MOE/NCB/002/20/21	Teaching Materials	P-8550	Assorted	800,000.00	NCB	8/12/2020	8/19/2020	8/26/2020	9/2/2020	9/30/2020	7/19/2020	7/26/2020	3/25/2021	N/A	6/30/2021	6/30/2021
Planned Update Actual	3	IFB No. MOE/NCB/003/20/21	Vehicle Spare Parts	G-4530	Assorted	87,000.00	NCB	8/14/2020	8/21/2020	8/28/2020	9/4/2020	10/2/2020	10/2/2020	10/9/2020	3/6/2021	N/A	6/30/2021	6/30/2021
Planned Update Actual	4	IFB No. MOE/NCB/004/20/21	Food Stuffs	G-4630	Assorted	70,000	NCB	8/14/2020	8/21/2020	8/28/2020	9/4/2020	10/2/2020	10/16/2020	10/23/2020	3/6/2021	N/A	6/30/2021	6/30/2021
Planned Update Actual	5	IFB No. MOE/RB/001/20/21	Scratch Cards	J-6209	2,996	17,200.00	RB	8/14/2020	8/21/2020	8/28/2020	9/4/2020	10/2/2020	10/9/2020	10/16/2020	4/6/2021	N/A	6/30/2021	6/30/2021

Planned		IFB No. MOE/NCB/005/20/21	LABORATORY Equipment	G-4772	Assorted	110,000.00	NCB	8/16/2020	8/23/2020	8/30/2020	9/6/2020	N/A	9/11/2020	9/18/2020	4/27/2021	N/A	6/30/2021	6/30/2021
Update																		
Actual	6		Equipment & Household Materials															
Planned	7	IFB No. MOE/NCB/006/20/21	Repairs & Maint. Machinery	G-4663	Assorted	30,000.00	NCB	8/16/2020	8/23/2020	8/30/2020	9/6/2020	10/4/2020	10/11/2020	10/18/2020	4/6/2021	N/A	6/30/2021	6/30/2021
Update																		
Actual																		
Planned	8	IFB No. MOE/NCB/007/20/21	Equipment	G-4659	Assorted	10,000.00	NCB	8/16/2020	8/23/2020	8/30/2020	9/6/2020	10/4/2020	10/11/2020	10/18/2020	4/6/2021	N/A	6/30/2021	6/30/2021
Update																		
Actual																		
GRAND TOTAL						1,424,200.00												

Prepared By: 
Julius S. Jangbuh
Acting Procurement Director

Reviewed By: 
Hon. Fatim Da-Thong
Deputy Minister/Administration

Approved: 
Prof. D. Ansu Sonu
Head of Procurement Committee

Date 14-09-20


2011/8/2020

2011/8/2020


PROCUREMENT PLAN EXPLANATORY NOTES
FISCAL YEAR 2020/2021

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No.MOE/NCB/001/20/21	Stationery	<p>This contract package is funded from the budget line Stationery and it is intended to procure at least the quantity of stationery as listed below:</p> <p>A. paper (A-4)----- 20,000 cts B. paper (legal)----- 200 cts C. ink cartridges----- 12,000 pcs D. pens----- 30 cts E. pencils----- 2 cts F. staplers ----- 5 cts G. paper clips----- 5 cts H. perforator----- 2 cts I. markers----- 4 cts J. correction pens----- 2 cts K. highlighters ----- 2 cts J. Flip Chart----- 200 cts K. Flip Chart Board----- 30 pcs L. Note Pad----- 10 cts M. Postal Sheets----- 2 cts N. Paper Tape----- 5 cts O. Other related stationery items not listed</p>
2	IFB No.MOE/NCB/002/20/21	Teaching Materials	<p>This contract package is funded from the budget line Educational Materials & Supplies and it is intended to procure at least the following:</p> <p>A. teacher's plan & roll books ----- 20,000 pcs B. chalk ----- 147,600 pks C. calculators ----- 20,000 pcs D. duster ----- 20,000 pcs E. ledger (FS4QR) ----- 20,000 pcs F. Paper (A4 Size) ----- 10,000 cts F. Other related educational materials not listed</p> <p>Please also note that, this package will be divided into two lots. US\$147,400.00 of the total budget is for Chalk and the balance of US\$ 652,600.00 will be use to procure the rest of the</p>


29/11/2020


29/11/2020



9	IFB No.MOE/NCB/007/20/21	Repair & Maintenance Machinery Equipment	This contract package is funded from the budget line Repairs & Maintenance Machinery Equipment and is intend to repair Generators
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Prepared by: _____


 Julay S. Jargbath
 Acting Procurement Director

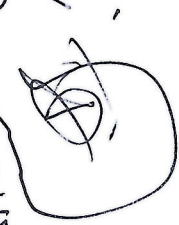
Approved: _____



 Hon. Latim Da-Ehong
 Deputy Minister/Administration

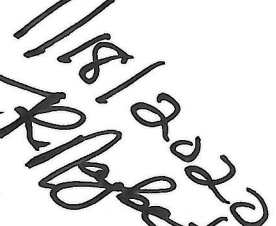
Approved by _____


 Prof. D. Ansu Sonili Sr.
 Head of Procurement Committee

Date 14-09-20


 09/18/2020


 9/18/20


 9/18/2020