

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/116/'22

February 28, 2022

Prof. Ansu D. Sonii, Sr.
MINISTER
Ministry of Education
Republic of Liberia

Dear Prof. Sonii:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2022**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Education (MOE) SBA and Non-SBA Procurement Plans for FY 2022 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 Fiscal Year 2022 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 Fiscal Year 2022 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended Special Budget Year 2021, for stated submission will serve as a precursor for the Commission granting you final approval of your 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.

Sincerely Yours


Jangbe Roseline Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

Fiscal Year: January 1, 2022 - December, 31, 2022

[illegible]

Date _____

Procure

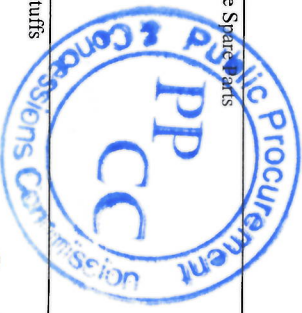
MINISTER



Date February 22/22


PROCUREMENT PLAN EXPLANATORY NOTES
FISCAL YEAR 2022/2022

| Item No. | Contract Package Code | Contract Package | Content of Contract Package |
|----------|-------------------------|--|--|
| 1 | IFB No.MOE/NCB/001/2022 | Stationery | 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: 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 L. Flip Chart----- 200 cts M. Flip Chart Board----- 30 pcs N. Note Pad----- 10 cts O. Postal Sheets----- 2 cts P. Paper Tape----- 5 cts |
| 2 | IFB No.MOE/NCB/002/2022 | Teaching Materials | This contract package is funded from the budget line Educational Materials & Supplies and it is intended to procure at least the following: 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 G. Other related educational materials not listed |
| 3 | IFB No.MOE/NCB/003/2022 | Vehicle Spare Parts | This contract package is funded from the budget line Repairs & Maintenance-Veh. and it is intended to procure vehicle spare parts for vehicle maintenance & repair services for the following Vehicles: A. Car ----- vehicles B. Motorbike----- motorbikes |
| 4 | IFB No.MOE/NCB/004/2022 | Food Stuffs | Please note that, the vehicles servicing will be done by MOE staff at the Motorpool on |
| 5 | RFQ No.MOE/RB/001/2022 | Scratch Card | This contract package is funded from the budget lines Entertainment Representation & Gifts (25,000) and it is intended to procure the following items: water, juices, tea, coffee, rice, etc. This contract package is funded from the budget line Scratch Cards and it is intended to procure scratch cards----- 6800pcs |
| 6 | IFB No.MOE/NCB/005/2022 | Repair & Maintenance Machinery Equipment | This contract package is funded from the budget line Repairs & Maintenance Machinery Equipment and is intend to repair Generators |



2021/09/18/2022

| | | | |
|----|-------------------------|---------------------------------|--|
| 7 | IFB No.MOE/NCB/006/2022 | Equipment & Household Materials | This contract package is funded from the budget line Equipment & Household Materials and it is intended to procure the following materials. Laptop Drafting Laptop T-Square Triangle 30/60 Mechanical Pencil Architectural Scale Tracing paper |
| 8 | IFB No.MOE/NCB/007/2022 | Laboratory Equipment | This contract package is funded from the budget line Laboratory Consumables and it is intended to procure laboratory consumables: Charts and posters, anatomical models, microbiology kit, chemicals, aprons, test tubes, microscope, disposable dust ma science kits, etc. |
| 9 | | Electricity | Electricity will be provided by the Liberia Electricity Corporation LEC. The provision of electricity will be funded from the budget line Electricity through a budgetary allotment of US\$59,000; Invoices will be sent to the Ministry of Finance & Development Planning from where payment will be processed. |
| 10 | | Other Rental & Lease | This contract package is funded from the budget line Other Rental & Lease (725,000) and is intended to pay for school facilities used by MOE. Invoices for the period covered under the lease agreement will be sent to the Ministry of Finance & Development Planning from where payment is processed. |

Prepared by: 
Julius S. Jarobah
Procurement Director

Approved: 
Hon. Latim Da-Fhiong
Deputy Minister/Administration

Approved by: 
Prof. D. Ansu Sonii, Sr.
Head of Procurement Committee

MINISTER

Date: February 22/02/22

