



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/061/22**

January 27, 2022

Amb. Dee-Maxwell Saah Kemayah, Sr.
MINISTER
Ministry of Foreign Affairs
Republic of Liberia

Dear Amb. Kemayah:

Subject: **PROVISIONAL APPROVAL OF THE MINISTRY OF FOREIGN AFFAIRS CORE BUDGET, 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 Foreign Affairs Core Budget, 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>.

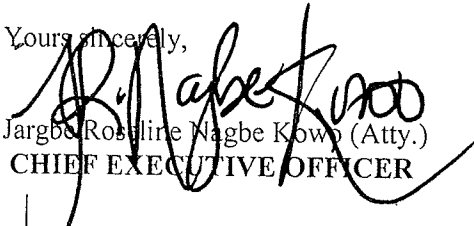
Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for MOFA's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

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,


Jargba Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

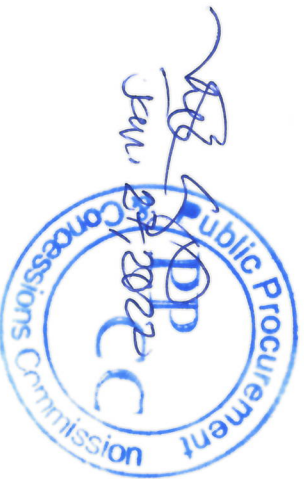
MINISTRY OF FOREIGN AFFAIRS
CORE BUDGET PROCUREMENT PLAN (Core Budget)
Source of Funding: GOVERNMENT OF LIBERIA (GOL)
Fiscal Year: 2022

BASIC DATA																	
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION (PUBLIC OPENING)	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
1	IFB No. MFA/NCB/001/22	Stationery	G-4761	Assorted	15,000.00	NCB	12/17/2021	12/24/2021	1/17/2022	2/3/2022	3/4/2022	3/11/2022	3/18/2022	3/25/2022	N/A	10/20/2022	11/21/2022
UPDATE																	
PLANNED																	
2	IFB No. MFA/RB/001/22	Repairs & Maintenance Services- Vehicles	G-4520	One (1) Firm	15,000.00	RB	12/17/2021	12/25/2021	1/1/2022	2/8/2022	3/10/2022	3/17/2022	3/24/2022	3/31/2022	N/A	10/27/2022	11/24/2022
UPDATE																	
PLANNED																	
3	IFB No. MFA/NCB/002/22	Cleaning Materials	G-4773	Assorted	15,000.00	NCB	12/18/2021	12/26/2021	1/2/2022	2/3/2022	3/4/2022	3/11/2022	3/18/2022	3/25/2022	N/A	10/24/2022	12/23/2022
UPDATE																	
PLANNED																	
4	IFB No. MFA/NCB/003/22	Printing and Binding Services	C-1812	One(1) Firm	25,000.00	NCB	12/19/2021	12/27/2021	1/3/2022	2/3/2022	3/4/2022	3/11/2022	3/18/2022	3/25/2022	N/A	11/30/2022	12/23/2022
UPDATE																	
PLANNED																	
5	IFB No. MFA/RFO/001/22	Medical Drug	G-4772	Assorted	10,000.00	RFO	12/19/2021	12/27/2021	1/3/2022	2/5/2022	2/12/2022	2/19/2022	2/26/2022	3/5/2022	N/A	10/4/2022	12/3/2022
UPDATE																	
PLANNED																	
6	IFB No. MFA/RB/002/22	Vehicle Insurance	K6512	One(1)Firm	15,000.00	RB	12/20/2021	12/28/2021	1/4/2022	2/8/2022	3/10/2022	3/17/2022	3/24/2022	3/31/2022	N/A	10/8/2022	12/3/2022
UPDATE																	
PLANNED																	
7	IFB No. MFA/RFO/002/22	ICT Equipment	G-4651	Assorted	10,000.00	RFO	12/20/2021	12/28/2021	1/4/2022	2/1/2022	2/8/2022	2/15/2022	2/22/2022	3/1/2022	N/A	10/2/2022	12/1/2022
UPDATE																	
PLANNED																	
			TOTAL		\$ 105,000.00												

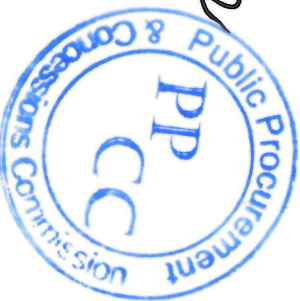
Prepared by: 
Cyrus G. Flahn, Sr.
Procurement Director

Approved by: 
Dee Maxwell Saah Kemayah, Sr.
Minister

Date: Jan 19, 2022







Explanatory Note-Core budget			Contents
No.	Code	Contract Package	
1	IFB No. MFA/NCB/001/22	Stationery	This line shall be used for the purchase of assorted stationery items for the Ministry . These materials shall include papers (A4/Legal) manil folders, pens cartridges, staples pins, staple machines, etc. bases upon the package value and in keeping with the regulation on threshold. a Competitive Bidding process will be considered .
2	IFB No. MFA/RB/001/22	Repairs & Maintenance Services- Vehicles	Funds on this line will be used to contract reputable firm (s) to provide repairs/maintenance services on the Ministry's vehicles during the 2 Fiscal Year.
3	IFB No. MFA/NCB/002/22	Cleaning Materials	This contract package is taken from the cleaning materials and services budget line item and will be used to procure assorted cleaning materials the Ministry. And will include: Liquid soap, Tie soap, Small and Medium size Clorox, Small and Medium size Dettol, Dust pan and etc. hard brooms, Commode brushes, Commode detergent, Hand sanitizers and others
4	IFB No. MFA/NCB/003/22	Printing and Binding Services	This contract package was derived from the budget line printing , binding and publication services with the total appropriation of 14,783. has been earmarked for the printing and binding of legislations, laws etc for the budget year 2022/2023
5	IFB No. MFA/RFQ/001/22	Medical Drugs	This contract package is taken from the Drugs and Medical Consumables budget line items and will be used to procure the medical items Ministry's Clinic operation. The medical items will include: Paracetamol tablets (15 Cms), B-Complex Injection(20 Boxes), Menthol s Boxes), Amoxicillin (30 Boxes), Ampicillin (20 Boxes), Lonart DS (35 Boxes) and others drugs as may be necessary.
6	IFB No. MFA/RB/002/22	Vehicle Insurance	Funds on this line will be used to contract reputable firm to insure the vehicles of the ministry for the Fiscal year 2022
7	IFB No. MFA/RFQ/002/22	ICT Equipment	Funds on this line will be used to purchase ICT equipment such as : a laptop Computer , printer s for the Ministry unde the 2022 budget.


 Jan. 27, 2022




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