



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/ACEO/0005/2020

February 7, 2020

Hon. Henry B. Fahnbulleh
ACTING MINISTER
Ministry of Foreign Affairs
Republic of Liberia

Your ref: RL/MFA/2-3c/011114/20

Dear Hon. Fahnbulleh:

Subject: **RECEIPT AND APPROVAL OF SPECIAL PROJECT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the **Ministry of Foreign Affairs (MOFA)** Capacity Development Special Project Procurement Plan (*Goods and Non-Consultancy Services*) for Fiscal Year 2019/2020 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs the Ministry of Foreign Affairs that its project Procurement Plan has been duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan.

The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states “each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission.”

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 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.

Best regards.

Yours sincerely,

Joseph S. D. Suah, Sr.
ACTING CHIEF EXECUTIVE OFFICER

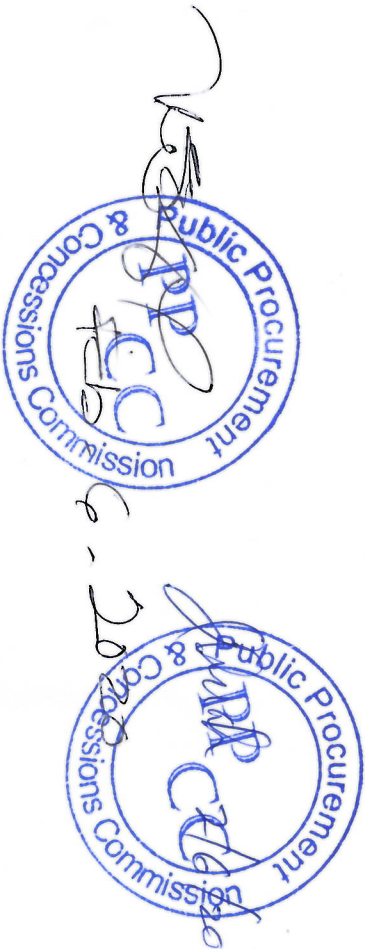
MINISTRY OF FOREIGN AFFAIRS
CAPACITY DEVELOPMENT PROJECT (CDDP) PROCUREMENT PLAN
Source of Funding: GOVERNMENT OF JAPAN
2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	19	20
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS DOCUMENT	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCUMENT 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)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No. MFA/ECI- CDDP/PROJ/RFQ/003/19/20	Stationery	G-4761	Assorted	\$ 3,000.00	RFQ	1/6/2020	1/17/2020	1/25/2020	2/1/2020	2/8/2020	2/15/2020	2/22/2020	2/29/2020	NA	3/8/2020	
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. MFA/ECI- CDDP/PROJ/RB/002/19/20	Vehicle Supply	G-4510	One(1)	\$ 39,500.00	RB	1/3/2020	1/10/2020	1/17/2020	1/24/2020	2/5/2020	3/3/2020	3/10/2020	3/24/2020	N/A	4/3/2020	
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. MFA/ECI- CDDP/PROJ/SS/002/19/20	Repairs & Maintenance Services- Vehicles	G-4520	One(1) Firm	\$ 2,300.00	SS	1/19/2020	1/29/2020	2/6/2020	2/13/2020	3/14/2020	3/21/2020	3/28/2020	4/11/2020	N/A	4/21/2020	
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. MFA/ECI- CDDP/PROJ/RFQ/004/19/20	Vehicle Insurance	k6512	One(1) firm	\$ 1,800.00	RFQ	1/20/2020	1/31/2020	2/8/2020	2/15/2020	2/22/2020	2/29/2020	3/7/2020	3/14/2020	NA	3/22/2020	
UPDATE																		
ACTUAL																		
TOTAL						\$ 46,500.00												

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


Approved by: 
Henry B. Fambullah
ACTING MINISTER

Date: 01/20/20



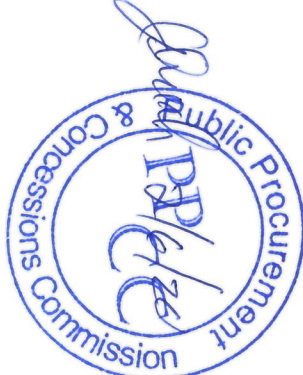
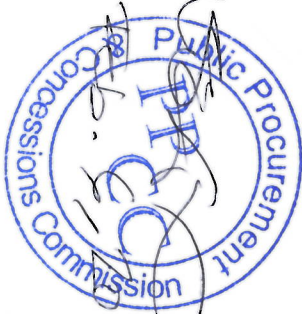
MINISTRY OF FOREIGN AFFAIRS
CAPACITY DEVELOPMENT PROJECT(CDP) SBA PROCUREMENT PLAN
Source of Funding: GOVERNMENT OF JAPAN
2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	19	
BASIC DATA											IMPLEMENTATION DATES							
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)	ACCEPTANCE & FINAL PAYMENT	REMARKS
	IFB NO. MFATEC-CDPIPROJ/SBA/REQ01/19/20	PETROLEUM	G-4661	2072 gal @ US\$ 3.80	\$ 7,872.14	RB	1/20/2020	1/28/2020	2/5/2020	2/12/2020	3/13/2020	3/20/2020	3/27/2020	4/10/2020	N/A	4/20/2020		
PLANNED																		
UPDATE																		
ACTUAL																		
TOTAL					\$ 7,872.14													

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

Approved by: 
Henry B. Fainbuliah
ACTING MINISTER

Date: 01/20/20



IECI-CDP GOODS PROCUREMENT PLAN EXPLANATORY NOTE

No.	Code	Contract Package	Contents
1	IFB No. MFA/IECI- CDP/PROJ/RFG/003/19/20	Stationery	Funds on this was reduced by 3000 to accommodate the increase in the amount of vehicle supply due to change in technical specification.
2	IFB No. MFA/IECI- CDP/PROJ/SS/002/19/20	Repairs & Maintenance Services- Vehicles	Fund on this line will be used to facilitate the repair and maintenance of the project vehicle to be procured.
3	IFB No. MFA/IECI- CDP/PROJ/RB/002/19/20	Vehicle Supply	Fund on this line will be used to procure vehicle(Jeep) for the use of the Department(<i>International Cooperation & Economics Integration</i>).
4	IFB No. MFA/IECI- CDP/PROJ/RFG/004/19/20	Vehicle Insurance	Fund on this line will be used to insure the vehicle (Jeep) to be procured.
SBA PROCUREMENT PLANS EXPLANATORY NOTES			
5	IFB NO. MFA/IECI- CDP/PROJ/SBA/RB/001/19/20	Petroleum	Fund on this line will be use to procure gasoline 2072 gals of gasoline @ 3.80 US\$ per gallon.

Prepared by 
Cyrus G. Flann Sr.
PROCUREMENT DIRECTOR

Approved by: 
Henry B. Fahnbuller
ACTING MINISTER

Date: 01/20/20

