



Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref: PPCC/RL/CEO/609/'22

October 11, 2022

Atty. Daniel C. Gayedyu  
**DEPUTY MINISTER FOR ADMINISTRATION**  
Ministry of Information, Cultural Affairs & Tourism  
Republic of Liberia

Dear Hon. Gayedyu:

Subject: **RECEIPT AND APPROVAL OF THE MINISTRY OF INFORMATION SBA BUDGET  
PROCUREMENT PLAN 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 Information SBA Budget Procurement Plan, for Fiscal Year 2022.

The Commission, however, wishes to inform you that your 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 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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards,

  
Jargbe Roseline Nagbe-Kotwo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

MINISTRY OF INFORMATION, CULTURAL AND TOURISM  
PROCUREMENT PLAN (SBA BUDGET)  
SOURCE OF FOUNDING: GOL NATIONAL BUDGET  
FOR THE FISCAL YEAR 2022

BASIC DATA																			IMPLEMENTATION DATES										20
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19											
Item	Code	Contract Package	Business Activity Code	Qty	Estimated Cost	Procure. Method	Tec. Spec.	Prepare Bidding Doc.	Entity Pc. App(BD/Tch. Spec)	Bid Invitation (Release Bid Doc)	Bid (Sub/Pub. Opening)	Sub.(Bid Ev. Reports)	Entity PC. App.(Bid Ev. Report)	Cont. Award/Signature	Advance Payment	Delivery Inspection	Acceptance (Final Payment)												
	1	IFB NO. MOI/SBA/RB/001/2022	Air Ticket	N-7911	1Item	\$10,000.00	RB	7/1/2022	7/8/2022	7/18/2022	7/29/2022	8/10/2022	8/15/2022	8/22/2022	8/31/2022	N/A	11/1/2022	12/1/2022	Remarks										
Planned																													
Up date																													
Actual																													

Prepared by:

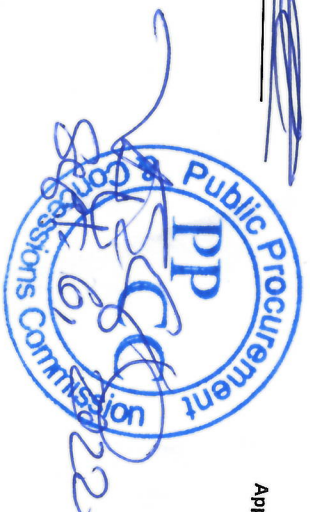
Darlington M. Cheek  
Procurement Director/MOIT

Approved by:

Hon. Jegderhood Yervin  
Minister/Chairman PC

Date:

August 2, 2022



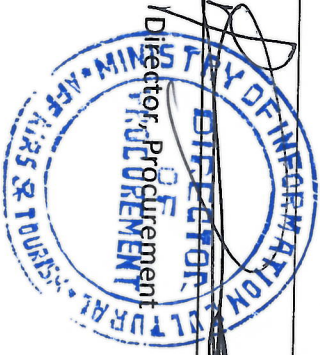
19/08/2022  
2022/11/11



MINISTRY OF INFORMATION, CULTURAL AFFAIRS & TOURISM  
Core Budget Procurement Plan Explanatory Notes  
Source of Funding: GOL National Budget  
Fiscal Year 2022

No.:	Contract package code	Contract package	Content of contract package
1.	IFB NO. MOI/SBA/RB/001/2022	Air Ticket	This contract package is intended to procure Tickets for the purpose of providing services to facilitate foreign travels.
			This package will be funded from the budget line foreign travel – Means of travel
2.	IFB NO. MOI/SBA/RFO/001/2022	Cleaning Materials & Services	This contract package is intended to procure the following cleaning materials such as detergent, garbage cane, others cleaning asserty and trash disposal services.
			This contract package can be founded from the budget line – Cleaning Materials & Services.
3	IFB NO. MOI/SBA/RFO/002/2022	Fuel & Lubricants Vehicles Fuel & Lubricants Generator	This contract package is intended to procure six thousand (6,000.00) gallons of gasoline and diesel us 3.65 pre gallon. The contract package is estimated to cost the sum of six thousand united states dollars.
			This contract package can be founded from the budget line – Fuel & Lubricants Vehicles Fuel & Lubricants Generator.
4	IFB NO. MOI/SBA/RFO/003/2022	Scratch Cards	This contract package is intended to procure Scratch Cards. This contract package is intended to cost the amount of five thousand united state dollars (US \$5,000.00).
			This contract package can be founded from the budget line – Scratch Cards.

Signed:



02/11/2022  
J. M. J. J. J.