

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/1590/'20

October 28, 2020

Cllr. Frank Musa Dean  
**MINISTER**  
Ministry of Justice  
Republic of Liberia

Dear Cllr. Dean:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA 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 Justice (MOJ) SBA and Non SBA Procurement Plans (*Goods and Services*) for Fiscal Year 2020/2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission, however, wishes to inform you that your 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 Plans.

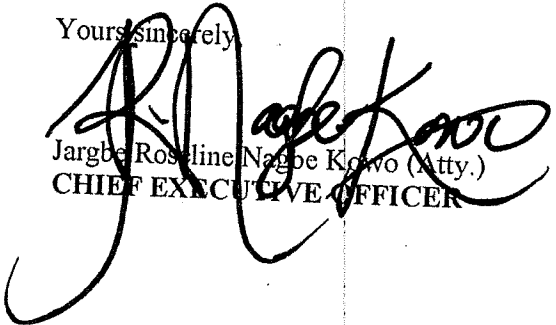
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and provide with a copy of the updated procurement plan.

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,

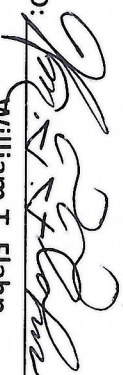
  
Jargbe Roseline Nagbe Krowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**


---

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

MINISTRY OF JUSTICE  
 PROCUREMENT PLAN ( NON-SBA CORE BUDGET)  
 SOURCE OF FUNDING: GOL NATIONAL BUDGET  
 FISCAL YEAR 2020/2021

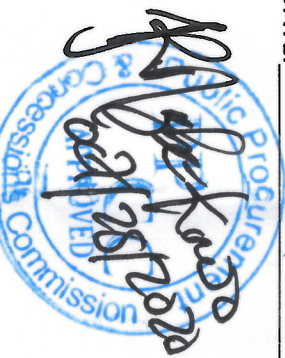
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	19		
BASIC DATA								IMPLEMENTATION DATES											
	ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business s Act. Code	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	APPROVAL- BID DOC/TEC SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	ON OF BID EVALUATI ON REPORT	PC APPROVAL- BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT(M OBLIZATION)	SPECTION/S UBSTANTIAL COMPLETIO N	ACCEP CE & F PAYMI	
PLANNED	1	MOI/RFQ/ 001/20/21	Vehicles Repair & Maintenance	G-4520	1 Firm	8,500	RFQ	15-May-20	22-May-20	27-May-20	3-Jun-20	FALSE	7-Jan-00	14-Jan-00	15-Oct-20			30-Jun-21	30-Jun
UPDATE																			
ACTUAL																			
PLANNED	2	MOI/RB/ 001/20/21	Stationery	G 4761	Assorted	10,302	RFQ	1-May-20	8-May-20	12-May-20	17-May-20	14-Jun-20	21-Jun-20	26-Jun-20	15-Oct-20			31-May-21	30-Jun
UPDATE																			
ACTUAL																			
		IFB NO. MOI/RFQ/00 3 2/20/21	Scratch Cards	J-6190	80 Pcs @50	4,000	RFQ	1-May-20	8-May-20	15-May-20	22-May-20	29-May-20	5-Jun-20	10-Jun-20	15-Oct-20			29-May-21	30-Jun
UPDATE																			
ACTUAL																			
Subtotal						22,802													

SIGNED:   
 William T. Flahn  
 PROCUREMENT DIRECTOR (MOJ)

APPROVED:   
 Cllr. Frank Musah Dean, Jr.  
 Minister & Attorney General/Republic of Liberia

DATE: 10/13/2020

  
 T. T. Williams  
 Procurement Director

  
 K. K. K. K. K.  
 Procurement Director

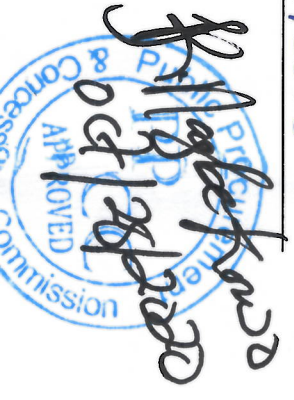
MINISTRY OF JUSTICE  
DRAFT PROCUREMENT PLAN ( NON SBA CORE BUDGET)  
SOURCE OF FUNDING: GOL  
FISCAL YEAR 2020/2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
				BASIC DATA				IMPLEMENTATION DATES										
		PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business s Act. Code	QTY	EST COST (USD)	PRO. MTD	TECH. SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	APPROVAL- BID DOC/TEC	INVITATION & RELEASE OF BID DOC	SUBMISSION/ PUBLIC OPENING	ON OF BID EVALUATI ON	APPROVAL BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT(M OBILIZATION)	SPECTION/S UBSTANTIAL CE & FIN/ PAYMEN	
		IFB NO. MOJ/RFQ/ 003/20/21	Drugs & Medical Consumables	G-4772	Assorted	2,000	RFQ	8-May-20	17-May-20	22-May-20	28-May-20	4-Jun-20	11-Jun-20	18-Jun-20	15-Oct-20		24-Apr-21	30-Jun-2
PLANNED	4																	
UPDATE																		
ACTUAL																		
		IFB NO. MOJ/RFQ/ 004/20/21	Courier Services	H-5320	Assorted	2,000	RFQ	1-May-20	8-May-20	15-May-20	22-May-20	29-May-20	5-Jun-20	10-Jun-20	15-Oct-20		29-May-21	30-Jun-2
PLANNED	5																	
UPDATE																		
ACTUAL																		
		IFB NO. MOJ/RFQ/ 005/20/21	ICT Equipment Spare parts	G-4651	Assorted	10,000	RFQ	15-May-20	22-May-20	27-May-20	3-Jun-20	1-Jul-20	8-Jul-20	15-Jul-20	15-Oct-20		30-Jun-21	30-Jun-2
PLANNED	6																	
UPDATE																		
ACTUAL																		
		Sub-total				14,000												

SIGNED:   
William T. Flahn  
PROCUREMENT DIRECTOR (MOJ)

APPROVED:   
Cllr. Frank Musah Dean, Jr.  
Minister & Attorney General/Republic of Liberia

DATE: 10/13/2020



**SOURCE OF FUNDING: GOL**

FISCAL YEAR 2020/2021

SIGNED: Am. V. Stokor

**William T. Flahn**

**PROCUREMENT DIRECTOR (MOJ)**

**APPROVED:**

**Clr. Frank Musah Dean, Jr.**

Minister &amp; Attorney General/Republic of Liberia

DATE:

10/13/2020



**MINISTRY OF JUSTICE**  
**PROCUREMENT PLAN ( CORE BUDGET)**  
**SOURCE OF FUNDING: GOL**  
**FISCAL YEAR 2020/2021**

No	CONTRACT PACKAGE CODE	Contract Package	Content of Contract Package	Amount
1	IFB. No. MOJ/RFO/001/20/21	Vehicles Repair & Maintenance Services	This contract package is intended to procure the Repair & Maintenance Service for vehicles of the Ministry of Justice.	8,500.00
2	IFB No. MOJ/RB/001/20/21	Stationery	This contract package is intended to procure the below stationery items for the Ministry of Justice Central & the Technical Center for Excellence: A. Ball pens G. Stick on pad D. Ink J. Steno Pad B. A-4 Sheet H. Steno Pad E. Toner, etc	10,302.00
3	IFB NO. MOJ/SBA/RFO/002/20/21	Scratch Cards	This contract package is from the budget line Telecommunications, internet & it is intended to procure Scratch cards for the Gbaranga Hub & MOJ Central	4,000.00
4	IFB. No. MOJ/RFO/003/20/21	Drugs & Medical Consumables	This contract package from the budget line Drugs & Medical Consumables and it is intended to procure the below listed medical drugs for inmates in the prisons: A. Paracetamol D. Amoxicillin G. Gentamycin B. Co-trimozole E. Neurobion f. Chlorpromazine, et	2,000.00
5	IFB NO. MOJ/RFO/004/20/21	Courier Services	This contract package is intended to send or receive mail through (DHL, FedEx, EMS, etc) or other courier service providers	2,000.00
6	IFB NO. MOJ/RFO/005/20/21	ICT Equipment Spare Parts	This contract package is intended to purchase replacement parts for Communication equipment for the Technical Center of Excellence of the Ministry of Justice	10,000.00
7	IFB NO. MOJ/RFO/006/20/21	Generator Spare Parts	This contract package is from the budget line Repair & Maint. Generator and is intended to procure generator spare parts for routine repairs.	2,000.00
8	N/A	Office Building Rent	This contract package is from the budget line Other Rental and Lease and it is intended to rent/lease one building for the Ministry of Justice Offices.	184,000.00

SIGNED:   
William T. Flahn

PROCUREMENT DIRECTOR (MOJ)

DATE: Oct 6, 2020

