

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/364/'21

September 14, 2021

Cllr. Nyenafi Tuan
ACTING MINISTER
Ministry of Justice
Republic of Liberia

Dear Cllr. Tuan:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR SPECIAL BUDGET YEAR 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 Plan for FY 2021 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 National Special Budget 2021, you are required to submit a revised/updated procurement plan, detailed budget for **MOJ's** allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Budget Year 2021 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 FY 2020/2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for the Special Budget Year 2021.

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

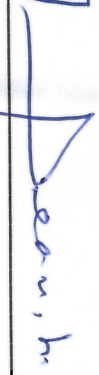

Jargbe Noseline Nagbe Koro (Atty).
CHIEF EXECUTIVE OFFICER

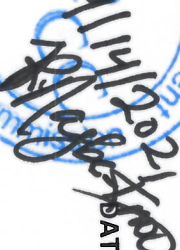
Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia

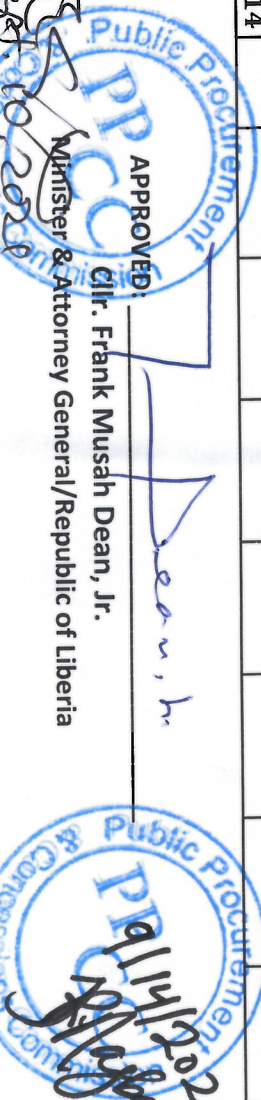
MINISTRY OF JUSTICE
DRAFT SPECIAL BUDGET PROCUREMENT PLAN (NON-SBA CORE BUDGET)
SOURCE OF FUNDING: GOL NATIONAL BUDGET
FISCAL YEAR 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	Business Act. Code	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOC/TEC SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT(MOBILIZATION)	DELIVERY/IN SUBSTANTIAL COMPLETION	ACCEPTANCE & FINAL PAYMENT
PLANNED	1	MOJ/RFQ/ 001/2021	Vehicles Repair & Maintenance	G-4520	1 Firm	10,000	RFQ	8-Sep-21	15-Sep-21	20-Sep-21	27-Sep-21	12-Oct-21	19-Oct-21	26-Oct-21	4-Nov-21	N/A	1-Dec-21	30-Dec-21
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO. MOJ/RFQ/ 002/2021	Stationery	G-4761	Assorted	7,114	RFQ	8-Sep-21	15-Sep-21	20-Sep-21	27-Sep-21	12-Oct-21	19-Oct-21	26-Oct-21	4-Nov-21	N/A	1-Dec-21	30-Dec-21
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO. MOJ/RFQ/ 003/2021	Scratch Cards	J-6190	100 Pcs @50	5,500	RFQ	8-Sep-21	15-Sep-21	20-Sep-21	27-Sep-21	12-Oct-21	19-Oct-21	26-Oct-21	4-Nov-21	N/A	1-Dec-21	30-Dec-21
UPDATE																		
ACTUAL																		
PLANNED	4	IFB NO. MOJ/SS/ 001/2021	Internet connectivity	J-6110	1 firm	5,000	SS	14-Sep-21	21-Sep-21	27-Sep-21	N/A	N/A	N/A	N/A	30-Sep-21		1-Dec-21	30-Dec-21
UPDATE																		
ACTUAL																		
Grand Total						27,614												

SIGNED:  **William T. Flahn**
PROCUREMENT DIRECTOR (MOJ)

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

DATE:  **9/9/2021**



MINISTRY OF JUSTICE
DRAFT SPECIAL BUDGET PROCUREMENT PLAN (CORE BUDGET)
SOURCE OF FUNDING: GOL
FISCAL YEAR 2021

No	CONTRACT PACKAGE CODE	Contract Package	Content of Contract Package	Amount
1	IFB. No. MOJ/RFQ/001/2021	Vehicles Repair & Maintenance Services	This contract package is intended to procure the Repair & Maintenance Service for vehicles of the Ministry of Justice.	10,000.00
2	IFB No. MOJ/RFQ/002/2021	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	7,114.00
3	IFB NO.MOJ/RFQ/003/2021	Scratch Cards	This contract package is from the budget line Telecommunications, and it is intended to procure Scratch cards for the MOJ Central.	5,500.00
4	IFB.No. MOJ/SS/001/2021	Internet connectivi	This contract package is from the budget line internet provider service , and it is intended to Single Source LIBTELCO to provide internet services for MOJ central	5,000.00
5	N/A	Medical & Life Insurance	This contract package has an estimated premium value of US\$10, US\$24 and US\$44 respectively for three (3) categorise for 1060 (one thousand sixty employees plus spouse and three (3) additional dependents. This amount is expected to be deducted from salaries.	21,168.00

SIGNED: 
William T. Flahn
PROCUREMENT DIRECTOR (MOJ)

DATE: 27-08-21



9/11/2021