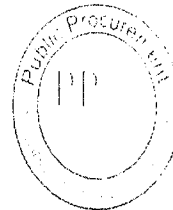




Republic of Liberia

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/1480/'20

November 20, 2020

Cllr. Charles H. Gibson

MINISTER

Ministry of Labour

Republic of Liberia

Dear Cllr. Gibson:

Subject: **PROVISIONAL APPROVAL OF DRAFT 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 Labour (MOL) SBA Core Budget Procurement Plans for FY 2020/2021 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>.

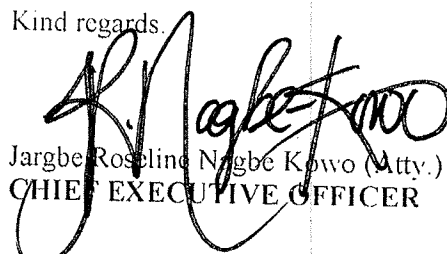
Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MOL's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your Procurement Unit.

The MOL is advised to always adhere to procurement plan hearings scheduled by the PPCC to facilitate early procurement planning at the beginning of a fiscal year.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2020/2021.

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,


Jargbe Roseline Nigbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

MINISTRY OF LABOUR
PROCUREMENT PLAN (CORE BUDGET)

Fiscal year: 2020/2021

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA																				
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCU REME NT METH OD	TECHNICAL SPECS/BOQ/DR AWINGS	PREP. OF BID DOCUMENT	PC APPROVAL BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/P UBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ANCE PAY MEN T (MO)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS		
PLANNED	1	IFB NO. MOU/NCB/001/20/21	Air Tickets	N-7911	1 firm	\$ 21,769.00	NCB	6/22/2020	6/25/2020	6/29/2020	7/27/2020	8/25/2020	9/30/2020	10/7/2020	12/16/2020	N/A	6/5/2021	6/26/2021		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB NO. MOU/RFQ/001/20/21	Repairs and Maintenance- Veh.	G - 4520	1 firm	\$ 9,000.00	RFQ	6/22/2020	6/26/2020	7/3/2020	7/17/2020	7/24/2020	7/31/2020	8/10/2020	12/14/2020	N/A	6/5/2021	6/26/2021		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB NO. MOU/SS/001/20/21	Transport Equipment	G-4510	1 firm	\$ 53,000.00	SS	6/22/2020	7/8/2020	7/15/2020	7/23/2020	8/25/2020	9/1/2020	9/8/2020	12/16/2020	N/A	6/5/2021	6/26/2021		
UPDATE																				
ACTUAL																				
PLANNED	4	IFB NO. MOU/SS/001/20/21	Internet Connectivity	J-6120	1	\$ 1,000.00	SS	6/22/2020	6/29/2020	7/6/2020	N/A	N/A	N/A	N/A	12/14/2020	N/A	6/5/2021	6/26/2021		
UPDATE																				
ACTUAL																				
SUB-TOTAL																5 84,769.00				

Prepared by: Tennessee K. Charlie Procurement Director

Approved by: Clif. Charles H. Gibson Head of Entity/Chairman Proc. Cmtee

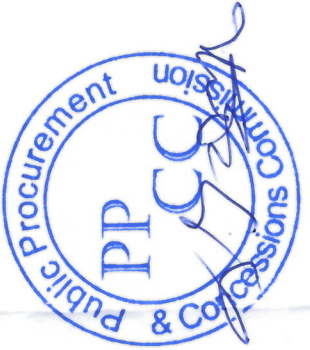
Date: Nov. 17, 2020

Prepared by:
Tennessee K. Charlie
Procurement Director

Approved by:

Dir. Charles H. Gibson
Head of Entity/Chairman Proc. Cmtee
Nov. 17, 2020

Date: Nov. 17, 2020



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16/11/20
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16/11/2020

Name of Entity: **Ministry of Labor**

Procurement Plan Explanatory Note (Core Budget)

Fiscal year 2020/2021

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO.MOL/NCB/001/20/21	Air Tickets	This contract package is intended to procure air tickets for the ministry.



MSG-XO

Item No.	Contract Package Code	Contract Package	Content of Contract Package
2	IFB NO.MOL/RFO/001/20/21	Repairs and Maintenance – Vehicle	<p>This contract package will be used to hire a firm (garage) for the provision of Repairs and Maintenance services for MOL's fleet of vehicles. The amount for this package, which was not included in MOL's cash plan, is derived from the following budget line items:</p> <p>Stationery 2,000 Cleaning Materials..... 2,000 Internet Services <u>5,000</u> TOTAL..... 9,000</p>
3	IFB NO. MOL/NCB/002/20/21	Transport Equipment	<p>This contract package was not included in MOL's cash plan. However, It was included in the procurement plan as a result of MFDP's commitment (through a written communication) to commit the amount of US\$53,000 in MOL's budget to purchase a vehicle for the Minister.</p>


P. T. Likiep
Nov. 19, 2020

Item No.	Contract Package Code	Contract Package	Content of Contract Package
4	IFB NO.MOL/SS/001/20/21	Internet Connectivity	<p>This contract package, single sourced through LIBTELCO, will be used to pay for one year internet subscription in the amount of US\$1,000(One thousand United States Dollars).</p> <p>The initial amount included in the cash plan was US\$6,000. However, US\$5,000 was deducted and sent to the budget line item Repair and Maintenance vehicle.</p>