



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/0472/'19

August 28, 2019

Hon. Moses Y. Kollie

**MINISTER**

Ministry of Labour

Republic of Liberia

Dear Hon. Kollie:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Labour SBA and Non SBA Procurement Plans for FY 2019/2020 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 2019/2020 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 2019/2020 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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 Roseline Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

MINISTRY OF LABOUR  
PROCUREMENT PLAN (CORE BUDGET)  
Source of Funding: GOL National Budget  
Fiscal year: 2019/2020


| Fiscal year: 2019/2020 |                       |                           |                           |        |                      |                    |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
|------------------------|-----------------------|---------------------------|---------------------------|--------|----------------------|--------------------|-------------------------------|-----------------------|-------------------|--------------------------|----------------------|------------------------------|-----------------|--------------------------|--------------------------------|--|-----------|-----------|
| 1                      | 2                     | 3                         | 4                         | 7      | 8                    | 9                  | 10                            | 11                    | 12                | 13                       | 14                   | 15                           | 16              | 18                       | 19                             |  |           |           |
| ITEM NO.               | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE          | Business Activity Code(s) | QTY    | ESTIMATED COST (USD) | PROCUREMENT METHOD | TECHNICAL SPECS/BOQ /DRAWINGS | PREP. OF BID DOCUMENT | PC APPROVAL - BID | BID INVITATION & RELEASE | BID SUBMISSION/PUBLI | SUBMISSION OF BID EVALUATION | PC APPROVAL BID | CONTRACT AWARD & SIGNING | ADVANCE PAYMENT (MOBILIZATION) | DELIVERY, INSPECTION & SUBSTANTIAL Payment | REMARKS   |           |
|                        |                       |                           |                           |        |                      |                    |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
| PLANNED                | 1                     | IFB NO. MOI/NCB/001/19/20 | Air Tickets               | N-7911 | One Firm             | \$21,769.00        | NCB                           | 6/24/2018             | 7/1/2019          | 7/8/2019                 | 7/22/2019            | 7/30/2019                    | 8/7/2019        | 8/14/2019                | 8/28/2019                      | N/A  | 2/7/2020  | 6/28/2020 |
| UPDATE                 |                       |                           |                           |        |                      |                    |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
| ACTUAL                 |                       |                           |                           |        |                      |                    |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
| PLANNED                | 2                     | IFB NO. MOI/SS/001/19/20  | Internet Connectivity     | J-6120 | 1                    | \$ 8,000.00        | SS                            | 6/24/2018             | 7/1/2019          | 7/8/2019                 | N/A                  | N/A                          | N/A             | 8/28/2019                | N/A                            | 6/5/2020                                   | 6/20/2020 |           |
|                        |                       |                           |                           |        |                      |                    |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
|                        |                       |                           |                           |        |                      |                    |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
| SUB TOTAL              |                       |                           |                           |        |                      | 29,769.00          |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |
| GRAND TOTAL            |                       |                           |                           |        |                      | 29,769.00          |                               |                       |                   |                          |                      |                              |                 |                          |                                |  |           |           |


Prepared by:   
Tennessee K. Charlie  
Procurement Director

Approved by:   
Hon. Moses Y. Kollie  
Head of Entity/ Chairman Proc. Cntee

Date: 7/7/2019



  
8/29/19

Provisional:  
08/28/19  


CUT  
August 27, 2019


Name of Entity: **Ministry of Labour**

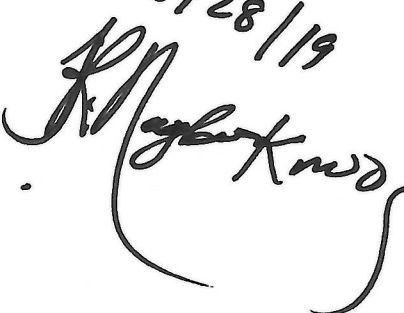
Procurement Plan Explanatory Note (Core Budget)

Fiscal year 2019/2020

| Item No. | Contract Package Code    | Contract Package            | Content of Contract Package  |
|----------|--------------------------|-----------------------------|--|
| 1        | IFB NO.MOL/NCB/001/18/19 | Foreign Travel(Air Tickets) | This contract package is intended to procure air tickets for the ministry. |

Altby  
August 27, 2019

  
8/27/19

08/28/19  
 Provisional

| Item No. | Contract Package Code   | Contract Package      | Content of Contract Package   |
|----------|-------------------------|-----------------------|---|
| 2        | IFB NO.MOL/SS/001/19/20 | Internet Connectivity | This contract package, single sourced through LIBTELCO, will be used to pay for one year internet subscription. |

*OTM*  
 August 27, 2019

*[Signature]*  
 8/27/19

08/28/19  
*R. [Signature]* Provisioned