



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/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>

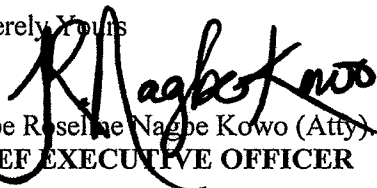
Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MOL's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

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


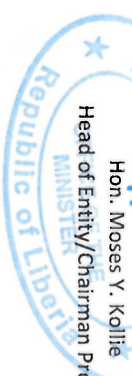

Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

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

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	BASIC DATA			IMPLEMENTATION DATES									
						PROCURE MENT METHOD	TECHNICAL SPECS/BOQ /DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL - BID	BID INVITATIO N &	BID SUBMISSI ON/PUBLI	SUBMISSI ON OF BID EVALUATI	PC APPROVAL - BID	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZ	DELIVERY, INSPECTIO N	Acceptanc e and Final Payment	REMARKS
PLANNED	1	MOL/Rfq /001/19/20	Petroleum Products	1,052.6 gals @3.8	\$ 4,000.00	Rfq	7/9/2019	7/16/2019	7/23/2019	7/30/2019	8/13/2019	9/3/2019	9/17/2019	9/24/2019	N/A	3/18/2020	4/1/2020	
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO. MOL/SBA/ Rfq/002/ 19/20	Stationery	ASSORTED	\$ 1,111.00	Rfq	7/9/2019	7/16/2019	7/23/2019	7/30/2019	8/13/2019	9/3/2019	9/17/2019	9/24/2019	N/A			
PLANNED		IFB NO. MOL/SBA/ Rfq/003/ 19/20	Cleaning Materials	ASSORTED	1,112.00	Rfq	7/9/2019	7/16/2019	7/23/2019	7/30/2019	8/13/2019	9/3/2019	9/17/2019	9/24/2019	N/A	3/18/2020	4/1/2020	
UPDATE																		
ACTUAL																		
SUBSTOTAL					6,222.00													
GRAND TOTAL					6,222.00													


Prepared by: 
Tennessee K. Charlie
Procurement Director

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


Date: 7/7/2019

attest
August 27, 2019


8/27/19

Provisional

8/28/2019

Name of Entity: **Ministry of Labour**


Procurement Plan Explanatory Note (SBA)

Fiscal year 2019/2020

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO.MOL/SBA/RFQ/001/19/20	Petroleum Products(Diesel & Gasoline)	This contract package is intended to procure petroleum products for the ministry's vehicles and generators.
2	IFB NO.MOL/SBA/RFQ/002/19/20	Stationery	This contract package is intended to procure the following items: <div><div>a. A4 sheet</div><div>b. Legal sheet</div><div>c. Carbon sheet</div><div>d. Steno pads</div><div>e. Journal</div><div>f. Paper glue</div><div>g. Clip board</div><div>h. Staple machine</div><div>i. Pens</div><div>j. Toners</div><div>k. Stick on Pad</div><div>l. Cartridge</div></div>

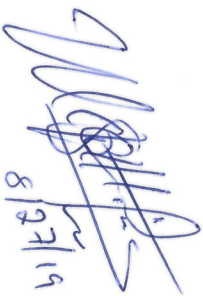
Attended
August 27, 2017


8/27/17

Reviewed
08/28/17


3	IFB NO. MOL/SBA/RFO/002/19/20	Cleaning Materials	<p>This contract package is intended to procure the following items:</p> <ul style="list-style-type: none"> a. Sanitizer b. Dettol c. Liquid soap d. Chlorine e. Clorox f. g. Air-freshener h. Broom i. Soap j. Floor Mop E.T.C.
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attest
August 27, 2019


8/27/19

Provisional:
R. Nagbors
08/28/19