



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/108/'23

March 6, 2023

Cllr. Charles H. Gibson

MINISTER

Ministry of Labour

Republic of Liberia

Dear Cllr. Gibson:

Subject: **PROVISIONAL APPROVAL OF THE MINISTRY OF LABOUR SBA & NON SBA SPECIAL BUDGET PROCUREMENT PLAN FOR FISCAL YEAR 2023.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the Ministry of Labour SBA & Non SBA Special Budget Procurement Plan for FY 2023 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at **<http://ppcc.gov.lr/vr/index.php/documents>**.

Upon the passage of the National Budget 2023, you are required to submit a revised/updated procurement plan, details budget for the MOL's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2023 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended FY 2022 for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2023.

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.

Yours sincerely,

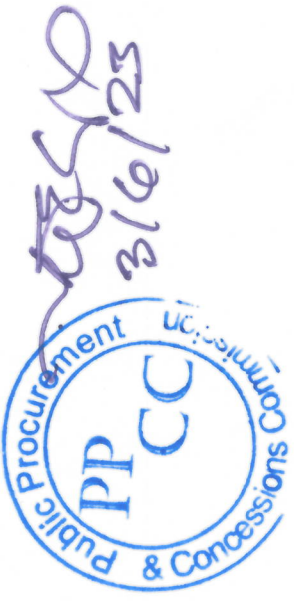
Jarghe Roseline Nagné Rowe (Cllr.)
CHIEF EXECUTIVE OFFICER

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

PROCUREMENT PLAN (CORE BUDGET)
Source of Funding: GOL National Budget

Fiscal year: 2023

BASIC DATA										IMPLEMENTATION DATES									
3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCU REME NT METH OD	TECHNI CAL SPECS/ BOQ/D RAWIN GS	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	ADV ANCE PAY (MEN T)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS		
MOL/RFQ/001/23	Stationery	G-4761	Assorted	5,000	RFQ	17/02/2023	24/02/2023	3/3/2023	10/3/2023	24/03/2023	31/03/2023	7/4/2023	21/04/2023	N/A	22/09/2023	29/12/2023			
Grand Total				\$ 5,000.00															
Prepared By: 										Approved By: 									
Tennessee K. Charlie Procurement Director										DATE: 17-02-23 Clir. Charles H. Gibson Head of Entity/ Chairman Proc. Cmtee									



MINISTRY OF LABOUR
PROCUREMENT PLAN (SBA)

Source of Funding: GOL National Budget

Fiscal year: 2023

			4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	QTY	ESTIMATED COST (USD)	PROCU REME NT METH OD	TECHNI CAL SPECS/ BOQ/D RAWIN	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	ADV ANC E PAY MEN	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS		
IFB NO. MOL/SBA/SS/001/23	Internet Connectivity	J-6120	1	\$ 9,000.00	SS	17/02/2023	24/02/2023	3/3/2023	10/3/2023	24/03/2023	31/03/2023	7/4/2023	21/04/2023	N/A	22/09/2023	29/12/2023			
IFB NO. MOL/SBA/RFQ/001/23	Petroleum Products	G - 4661	1,374 gals @ 5.82	\$ 8,000.00	RFQ	17/02/2023	24/02/2023	3/3/2023	10/3/2023	24/03/2023	31/03/2023	7/4/2023	21/04/2023	N/A	22/09/2023	29/12/2023			
IFB NO. MOL/SBA/RFQ/002/23	Cleaning Materials	G-4773	Assorted	\$ 3,000.00	RFQ	17/02/2023	24/02/2023	3/3/2023	10/3/2023	24/03/2023	31/03/2023	7/4/2023	21/04/2023	N/A	22/09/2023	29/12/2023			
IFB NO. MOL/SBA/RFQ/003/23	Printing & Binding Service	C-1812	Assorted	\$ 4,000.00	RFQ	17/02/2023	24/02/2023	3/3/2023	10/3/2023	24/03/2023	31/03/2023	7/4/2023	21/04/2023	N/A	22/09/2023	29/12/2023			
GRAND TOTAL				24,000.00															

prepared by:

Tennessee K. Charlie
Procurement Director

Approved by:

C/O. Charles H. Gibson
Head of Entity/ Chairman Proc. Committee

Date: 17/02/23

Date: 17/02/23

March 2023

Name of Entity: Ministry of Labour

Procurement Plan Explanatory Note (SBA)

Fiscal year 2023

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO.MOL/SBA/SS/001/23	Internet Connectivity	This contract package, in the tone of USD9,000(Nine Thousand United States Dollars, and single sourced through LIBTELCO, is used to provide internet services to the Ministry
2	IFB NO.MOL/SBA/RFQ/001/23	Petroleum Products	This contract package, in the tone of USD8,000(Eight Thousand United States Dollars) is intended to procure petroleum products for the ministry's vehicles and generator.

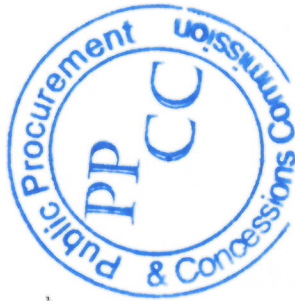
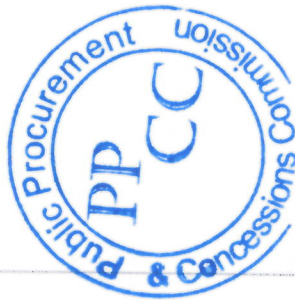


W3C/D
3/6/23



March/6/2023

Item No.	Contract Package Code	Contract Package	Content of Contract Package
3	IFB NO.MOL/SBA/RFQ/002/23	Cleaning Materials	This contract package, in the tone of USD3,000(Three Thousand United States Dollars) is intended to procure the following items: a. Sanitizer b. Dettol c. Liquid soap d. Chlorine e. Clorox f. Air-freshener g. Broom h. Soap i. Floor Mop j. E.T.C.



Handwritten signature and date: 3/06/23

Handwritten signature and date: 6 March 2023

4	IFB NO.MOL/SBA/RFQ/002/23	Printing & Binding Service	This contract package, in the tone of tone of USD4,000(Four Thousand United States Dollars) is intended to hire a firm to provide printing and binding services to the ministry.
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Signed: 

Tennessee K. Charlie
Procurement Director

Approved: 

Cllr. Charles H. Gibson
Head of Entity/Proc. Cmtee.


13/6/23

Name: Tennessee: MINISTRY OF LABOUR

Procurement Plan Explanatory Note (Core Budget)

Fiscal year 2023

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. MOL/RFO/001/23	Stationery	This contract package, in the tone of USD5,000(Five Thousand United States Dollars) is intended to procure the following stationery items for the ministry: a. Pens b. Reams of sheets c. Markers d. Steno Pad e. Folders f. Correction fluid, etc

Signed: 

Tennessee K. Charlie
Procurement Director

Approved: 

Charles H. Gibson
Head/Proc. Cm'Tee

