

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/327/'22

May 31, 2022

Hon. Florence F. Brandy
SUPERINTENDENT
Montserrado County Administration
Republic of Liberia

Dear Hon. Brandy:

Subject: **RECEIPT AND APPROVAL OF MC SBA PROCUREMENT PLAN FOR FISCAL YEAR 2022**

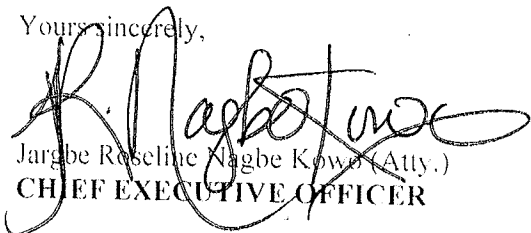
We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Montserrado County Administration (MCA) SBA Procurement Plan for Fiscal Year 2022 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans, upon conclusion of all stipulated processes.

The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for finance should be notified in writing of any material changes in the procurement plan and provide with a copy of the updated procurement plan. Please note that an approval of a method on the procurement plan is deemed as the Commission's full approval and as such a Procuring Entity will not be required to again request the use of said approved method.

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.

Best regards.

Yours sincerely,


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

MONTSERRADO COUNTY/MIA
PROCUREMENT PLAN- Source of Funding- GOL
FY: JANUARY 1 - DECEMBER 31, 2022

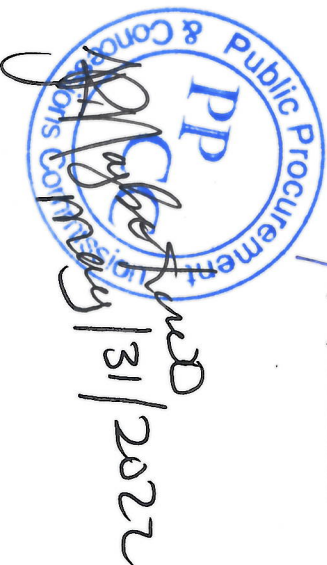
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Item	Code	Contract Package	QTY	EST COST	PROC METHOD	TECH SPEC	BID DOCUMENT	PC Approval	Advert/ release bid doc	Bid subm opening	Bid Evaluation report	PC Approval	Contract Award/Signing	Advance Payment	Delivery	Final payment
PLANNED	1	IFB#:MONT /RFQ/001/ 21/22	Fuel and Lubricants - Vehicles	1,200gal. @5.00	6,000	RFQ	6/3/22	6/8/22	6/10/22	6/15/22	6/21/22	6/24/22	6/29/22	7/8/22	N/A	7/15/22	7/22/22
UPDATE																	
ACTUAL																	
PLANNED	2	IFB#:MONT /RFQ/002/ 21/22	Office Stationery	Assor- ted	6,000	RFQ	6/3/22	6/8/22	6/10/22	6/15/22	6/21/22	6/24/22	6/29/22	7/8/22	N/A	7/15/22	7/22/22
UPDATE																	
ACTUAL																	

Total.....US\$12,000

Prepared By: H. Frietas
Procurement Officer

Signed: [Signature]
Assist. Supt for Fiscal Affairs

Approved: [Signature]
County Superintendent



MONTSERRADO COUNTY/MIA
NOTES TO PROCUREMENT PLAN
FOR FY: January 1 - December 31, 2022

NOTE	CONTRACT PACKAGE	DESCRIPTIONS
1	Fuel/Lubricants/Vehicles	This contract package is funded from the budget line Fuel and Lubricant vehicles which is intended to purchase Fuel for the County Bus and transportation of employees to and from work, it also intended to purchase Fuel for the Office Generator and gasoline for movements of County officials for general Operational activities across the County and general services of vehicles used for County operations.
2	Stationery	This contract package is funded from the budget line stationery which is intended to purchase the following items below: Cartons of A4 sheets, Legal papers, hanging folders, fasteners, staple machines, paper files, box folders, cartridges for printers, record and ledger books, desk calculators, desk calendar, note pads, poster sheets, stamp pad, markers, high lighter, rulers, pens, among others.

Prepared By: H. K. K. K.
Procurement Officer



Signed: [Signature]
Assist. Supt for Fiscal Affairs

Approved: [Signature]
County Superintendent
May 31, 2022