



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/0489/'19

September 10, 2019

Hon. Cooper W. Kruah, Sr.

MINISTER

Ministry of Posts and Telecommunications

Dear Cllr. Kruah:

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 Posts and Telecommunications 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 MOPT'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 POSTS AND TELECOMMUNICATIONS
PROCUREMENT PLAN (Non SBA Core Budget)
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	20
BASIC DATA								IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Registrat on Code	QTY	ESTIMATED COST (USD)	PROCUREMENT ENT METHOD	TECHNICAL SPECS/DOC/ DRAWINGS	PREP OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATIO N REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANC E & FINAL PAYMENT	REMAR
PLANNED	1	IFB NO. MPT/RFQ/ 001/19/20	Stationery	G4761	Assorted	7,500	RFQ	7/10/19	7/17/19	7/25/19	7/26/19	8/13/19	8/27/19	9/10/19	9/24/19	N/A	6/15/20	6/29/20	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO. MPT/RFQ/ 002/19/20	Vehicles - Insurance Coverage	K6512	1 Firm	4,000	RFQ	7/8/19	7/15/19	7/22/19	7/30/19	8/12/19	8/26/19	9/9/19	9/23/19	N/A	6/12/20	6/26/20	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO. MPT/RFQ/ 003/19/20	Computer & ICT Supply	G4741	Assorted	5,000	RFQ	7/10/19	7/17/19	7/27/19	7/30/19	8/13/19	8/27/19	9/10/19	9/24/19	N/A	6/15/20	6/29/20	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB NO. MPT/RFQ 004/19/20	Vehicle Spare Part	G4530	Assorted	6,000	RFQ	7/8/19	7/15/19	7/22/19	7/26/19	8/12/19	8/26/19	9/9/19	9/23/19	N/A	6/12/20	6/26/20	
UPDATE																			
ACTUAL																			
Sub-Total						22,500.00													

Prepared By: F. E. 09/22/18
Floyd N. Folryolo
Director/Procurement

Date: August 21, 2019

Attended August 27, 2019
8/8/18

Approved By: [Signature]
Hon. Cooper W. Kruah, Sr. (Cllr)
Head / Procurement Committee

Date: August 26, 2019
18/08/2019
29/10/19

MINISTRY OF POSTS AND TELECOMMUNICATIONS
PROCUREMENT PLAN (Non SBA Core Budget)
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	20
BASIC DATA																			
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Registrat on Code	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/ROQ/ DRAWINGS	PREP OF BID DOCUMENT	PC BID APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC BID APPROVAL - EVALUATIO N REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REN
PLANNED	5	IFB NO.MPT/RFQ 005/19/20'	Employee Rice	G4711	625 bags @ 16	10,000	RFQ	7/5/19	7/11/19	7/19/19	7/25/19	8/2/19	8/16/19	8/30/19	9/20/19	N/A	5/15/20	6/26/20	
UPDATE																			
ACTUAL																			
PLANNED	6	IFB NO.MPT/NCB 001/19/20'	Building Materials	G4663	Assorted	15,000	NCB	7/12/19	7/26/17	8/9/19	8/16/19	9/13/19	9/20/19	9/30/19	10/14/19	N/A	5/22/20	6/12/20	
UPDATE																			
ACTUAL																			
Grand Total						47,500.00													

Prepared By: F² 07/22/18c
Floyd N. Foiryolo
Director/Procurement

Date: August 21, 2019

Approved By: _____
Hon. Cooper W. Kruah, Sr. (Cllr)
Head / Procurement Committee

Date: 8/11/19

8/21/19

August 27, 2019

8/11/19

MINISTRY OF POST AND TELECOMMUNICATIONS
PROCUREMENT PLAN EXPLANATORY NOTES (Non SBA Core Budget)
FISCAL YEAR: 2019/2020

Item NO	Contract package Code	Contract Package	Content of Contract Package
1.	IFB NO.MPT/RFO/001/19/20'	Stationery	<p>The amount for stationery is from two budget lines: the budget line for stationery and the budget line from Non-Financial Asset (MPT Project: National Postal Address System). The amount of \$6,000.00 came from the contract package, stationery and the amount of 1,500.00 for the project (stationery) is inclusive in the estimated contract price for the contract package stationery and is intended to procure the following items:</p> <p>A. A4 sheet-----100ctns B. Legal Sheet-----15ctns C. Note pads-----50dzs D. Inks-----50sets E. Ball pens-----25pks F. Toners-----35pcs G. A4 manila Folders-----15dzs H. Bulk Files-----30dzs</p>
2.	IFB NO.MPT/RFO/002/19/20'	Vehicle Insurance Coverage	<p>This Procurement package is from the budget line Vehicle Insurance and this contract passage is tended to procure insurance services for the following vehicles:</p> <p>A. Mail vans-----4 B. Ministers vehicles-----5 C. Motor bikes -----3 D. Employees Bus -----1 E. Utilities vehicles -----2</p>
3.	IFB NO.MPT/RFO/003/19/20'	Computer & ICT Supplies	<p>This Procurement package is from the budget line Computer supply and ICT Services and this contract package is intended to procure the following items.</p> <p>A. Two-----Desktop Computers B. Four Printer-----HP/Black & White</p>

Prepared By: F. E. 09/22/186
Floyd N. Foiryolo
Director/Procurement

Approved: [Signature]
Hon. Cooper W. Kruah, Sr. (Clerk)
Head of Procurement Committee

cut by
August 27, 2019

[Signature]
6/19/12

[Signature]
06/10/19

MINISTRY OF POST AND TELECOMMUNICATIONS
PROCUREMENT PLAN EXPLANATORY NOTES (Non SBA Core Budget)
FISCAL YEAR: 2019/2020

Item NO	Contract package Code	Contract Package	Content of Contract Package																				
4.	IFB No. MPT/RFO/004/19/20'	Vehicles Spare Parts	<p>This contract package is from the budget line repair and maintenance- Vehicle and is intended to procure the following items to service the Ministry vehicles:</p> <table><tr><td>A. Tyres-----8pcs</td><td>K. Fuel filters-----8 pcs</td></tr><tr><td>B. Battery -----3pcs</td><td>L. Oil filters-----15pcs</td></tr><tr><td>C. Weepers -----8 pcs</td><td>M. Gas Filters-----15pcs</td></tr><tr><td>D. Bearings-----8 pcs</td><td>N. Floor mats-----6 pcs</td></tr><tr><td>E. Brake Shoes-----8pcs</td><td>O. Brake pads-----6 pcs</td></tr><tr><td>F. Brake Calaber-----8pcs</td><td>P. Clutch Cylinder-----05pcs</td></tr><tr><td>G. Clutch Disk-----05pcs</td><td>Q. Bolts and nuts-----30 pcs</td></tr><tr><td>H. Oil 40-----17gal</td><td>R. Spark Plugs-----7 pks</td></tr><tr><td>I. Oil 50-----17gal</td><td>S. Timing Belts-----4 pcs</td></tr><tr><td>J. Transmission Oil-----3gal</td><td>T. Head Light bulks-----3 pcs</td></tr></table>	A. Tyres-----8pcs	K. Fuel filters-----8 pcs	B. Battery -----3pcs	L. Oil filters-----15pcs	C. Weepers -----8 pcs	M. Gas Filters-----15pcs	D. Bearings-----8 pcs	N. Floor mats-----6 pcs	E. Brake Shoes-----8pcs	O. Brake pads-----6 pcs	F. Brake Calaber-----8pcs	P. Clutch Cylinder-----05pcs	G. Clutch Disk-----05pcs	Q. Bolts and nuts-----30 pcs	H. Oil 40-----17gal	R. Spark Plugs-----7 pks	I. Oil 50-----17gal	S. Timing Belts-----4 pcs	J. Transmission Oil-----3gal	T. Head Light bulks-----3 pcs
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5.	IFBNO.MPT/SBA/RFO/005/19/20'	Employees Rice	<p>This contract package is from the budget line celebration, commeration, State Visit and it is intended to procure rice for the Ministry's Employees -----625 bags @ 16.00</p>																				
6	IFBNO.MPT/SBA/NCB/001/19/20'	Building Materials	<p>Building Materials is from the budget line Repair and Maintenance - Civil and it is intended to procure these below items:</p> <table><tr><td>A. Paint.....</td><td>165 Buckets</td></tr><tr><td>B. Brushes.....</td><td>150 Pieces</td></tr><tr><td>C. White Wash.....</td><td>100 bags</td></tr><tr><td>D. Thinner.....</td><td>43 Buckets</td></tr></table>	A. Paint.....	165 Buckets	B. Brushes.....	150 Pieces	C. White Wash.....	100 bags	D. Thinner.....	43 Buckets												
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Prepared By: F² 2.09/22/188
Floyd N. Foivolo
Director/Procurement

27/8/19

Approved [Signature]
Hon. Cooper W. Kruah, Sr. (CIR)
Head/Procurement Committee

19/10/2019

22.2.19

MINISTRY OF POSTS & TELECOMMUNICATIONS
Other Non-Procurement Budget line items:

- 1) The amount of Two Thousand (2,000) United States Dollars will be used for Water and Sewage; this amount will be paid directly by the account Section of the Ministry to the LWSC because LWSC is the only Liberian own autonomous Agency involve in sewage and waste management control.
- 2) An amount of Twenty Thousand Six Hundred Fifty United States dollars (20,650 USD) represents payment of contributions to International Organizations and is be used to pay debt International World Postal Organizations such as: Pan African Postal Union (PAPU), West Africa Postal Organization ((WAPCO), Universal Postal Union (UPU) and Africa Telecommunications Union (ATU).
- 3) The amount of Four thousand united dollars (\$4,000.00US) United States Dollars will be used for electricity; this amount will be paid directly by the account section of the Ministry to the Liberia Electricity Corporation because LEC is the only Liberian own autonomous Agency involve with giving power supply to other government own entities.
- 4) An amount of forty eight thousand United State Dollars (48,000.00 USD) will be used for the Procurement of both Domestic and International Mails conveyances, these mails are mostly air lifted to its point of destination by Brussels and Kenya Airways , other airlines have refused to transport these mail with the believe that most of the goods are perishable and in the process of transporting it some could spoil and the payment of indemnity to the Liberian Government(Owner of the mails) would be costly. The quantity (Assorted) of mails to be posted through air mails are always determined by how many persons will have interest in posting through the Liberian Posts. This amount is supervise by the Finance section of the Ministry.
- 5) The amount of three thousand five hundred united dollars (\$3,500.00USD) will be used for the payment of IPs light subscriptions; this amount will be paid directly by the account se Ministry to our International Partner Universal Postal Union (UPU) because UPU is the only Organization involves with giving IPs light to government own entities

Prepared By: F. E. 09/22/186
Floyd N. Foiryolo
Director/Procurement


27/8/19

Approved By: 
Hon. Cooper W. Kruah, Sr. (Cllr)
Head / Procurement Committee


27/08/2019


August 22, 2018