



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/0466/'19

August 27, 2019

Hon. D. Zeogar Wilson

MINISTER

Ministry of Youth and Sports

Republic of Liberia

Dear Hon. Wilson:

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 Youth and Sports SBA, Non SBA and Consultancy 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>

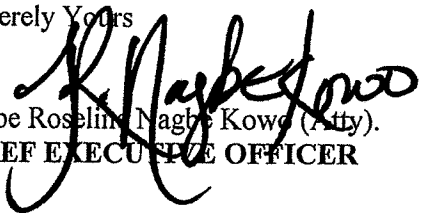
Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MYS's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

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 Youth & Sports
Procurement Plan (Non-SB)

Source of Funding: GOL

Fiscal year: 2019-2020

[illegible]

Prepared by: 
Procurement Director/Manager

Approved by: _____
Head of Entity/Chairman Procurement Committee

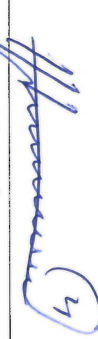
Date: Feb 19

Oldenburg
August 22, 2019

K. Nagel and
 08/27/19

Ministry of Youth & Sports
Procurement Plan (Non-SBA)
Source of Funding: GOL
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	Qty	Est. Cost (USD)	Procurement Method	TECHNICAL SPEC/SBOQ/DRAWINGS	Preparation of Bidding Document	PC Approval BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION ON/PT Bidding Opening	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL L-BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY INSPECTION/ SUBSTANTIAL COMPLETION	ACCEPTANCE & FINAL PAYMENT
Planned	6	IFB No. MYS/RFQ/002/19/20	Vehicle Insurance Coverage	K-6512	1 Firm	3,500.00	RFQ	6/24/2019	6/26/2019	6/28/2019	7/1/2019	7/4/2019	7/9/2019	7/11/2019	7/15/2019	N/A	6/15/2020	6/22/2020
Update																		
Act.																		
Planned	7	IFB No. MYS/RFQ/003/19/20	Computers, Repair & Maintain	C-9511	Assorted	3,000.00	RFQ	6/24/2019	6/26/2019	6/28/2019	7/1/2019	7/4/2019	7/9/2019	7/11/2019	7/15/2019	N/A	6/15/2020	6/22/2020
Update																		
Act.																		
Planned	8	IFB No. MYS/RFQ/004/19/20	Building Materials	G-4663	Assorted	5,000.00	RFQ	6/24/2019	6/26/2019	6/28/2019	7/1/2019	7/4/2019	7/9/2019	7/11/2019	7/15/2019	N/A	6/15/2020	6/22/2020
Update																		
Act.																		
Planned	9	IFB No. MYS/RFQ/005/19/20	Vehicle Rental & Lease	N-7710	1 Firm	5,000	RFQ	6/24/2019	6/26/2019	6/28/2019	7/1/2019	7/4/2019	7/9/2019	7/11/2019	7/15/2019	N/A	6/15/2020	6/22/2020
Update																		
Act.																		
Sub Total						16,500												
GRAND TOTAL						180,500.00												

Prepared by: 
Procurement Director/Manager

Approved by:

Head of Entity/Chairman Procurement Committee

Date:

7/24/19



Attended
August 23, 2019

7/24/19
August 27, 2019

Prayerkand
08/27/19

Name of Entity: Ministry of Youth and Sports
Procurement Plan Explanatory Notes (Non-SBA)
Fiscal Year: 2019/2020

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No.MYS/RFQ/001/19/20	Vehicle Repair and Maintenance Service	This contract package is intended to service vehicles assigned to MYS, they include: A. Land Cruiser SUV-----3 B. Nissan Patrol SUV-----2 C. Nissan Hulux Pick up-----2 D. Renault Duster-----2 E. Etc.
2.	IFB No. MYS/NCB/001/19/20	Cleaning Materials	This contract package is intended to procure assorted cleaning materials for janitorial services. A. Air Freshener B. Toilet soap C. Flash for floor D. Plastic bucket E. Soft broom F. Commode brush G. Large Plastic bucket H. Commode puncher I. Bleach J. Dust pan with handle K. Garbage bag L. Wheel barrow M. Etc
3.	IFB No.MYS/NCB/002/19/20	Stationeries	This contract package is intended to procure assorted stationery materials; a list of few is below. A. Box file

Attended
August 22, 2019

Not
August 21, 2019

Revised
8/27/19

			B. pens C. Calculators D. Cartridge (Assorted) E. Sheets F. Envelopes G. Etc.
4.	IFB No.MYS/NCB/003/19/20	Educational Materials	This contract package is intended to procure assorted Educational materials & Supplies to be used by TVET institutions under MYS. A. Cooking & Baking Utensil--Assorted quantity B. Masonry tools-----Assorted quantity C. Carpentry tools ----- --Assorted quantity D. Electrical materials -----Assorted quantity ETC.
5.	IFB/No. MYS/NCB/004/19/20	Equipment & Household Materials	This contract package is intended to procure the training tools and other Equipment & Household materials for TVET schools like: A. Tools box B. Sewing machines C. Cylinders ETC.
6.	IFB No.MYS/RFQ/002/19/20	Vehicle Insurance Coverage	This contract package is intended to provide Insurance coverage for MYS vehicles for the budget year 2019/20
7.	IFB No. MYS/RFQ/003/19/20	Computers Repair & Maintenance Services	This contract package is intended to procure ICT related materials for computers repair and is taken from the bu.dget line Infrastructure --as --a Service
8.	IFB No. MYS/RFQ/004/19/20	Building Materials	This contract package is intended to procure carpentry and Plumbing materials for office partitioning, bathrooms repair and other minor works at the ministry. This is drawn from the budget line Repair & Maintenance Civil

Ar 2022, 2019

08/27/19

Provisional

			bathrooms repair and other minor works at the ministry. This is drawn from the budget line Repair & Maintenance Civil
9.	IFB No. MYS/RFQ/005/19/20	Vehicle Rental & Lease	This contract package is intended to hire commercial vehicles for the Minister, Deputy Ministers & Assistant Ministers for local travels and is taken from the budget line Domestic Travel
		Electricity-----\$ 20,000 Water ----- \$ 7, 697 These packages will be drawn up as contracts between the Ministry of Youth & Sports and the various suppliers of these services. BUDGET NOTE DSA & Incidental Allowance-----\$ 42,500 This package is intended to provide Daily Subsistence & Incidental Allowances to Minister, Deputy Ministers, & Assistant Ministers for Foreign and Local travels. National, International Youth Day----- \$ 10,000 TVET INSTITUTIONS Transfer to Klay Agriculture Vocational Training Center----- \$ 43,000 KAVTC Stationery----- \$ 3,000 Educational Materials-----20,000 Equipment & Household---15,000 Cleaning Materials----- 5,000	

R. Nagaraj Rao
88/27/19
Provisional

Attended
August 22, 2019

H. K. H.
August 27, 2019

