



Republic of Liberia  
**Public Procurement & Concessions Commission**

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref. PPCC/RL/CEO/254/'21

July 12, 2021

Hon. D. Zeogar Wilson  
**MINISTER**  
Ministry of Youth and Sports  
Republic of Liberia

Dear Hon. Wilson:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLANS FOR SPECIAL BUDGET YEAR 2021**

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 and Non SBA Procurement Plans (*Goods and Services*) for Special Budget Year 2021 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.

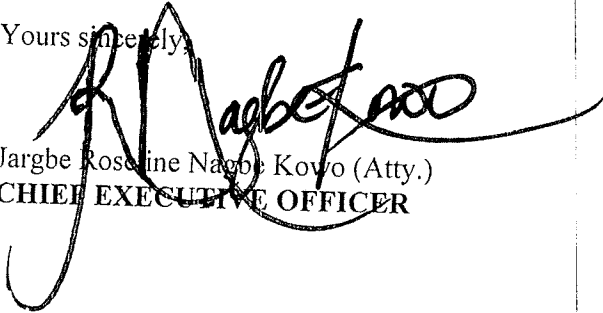
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission.

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**

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

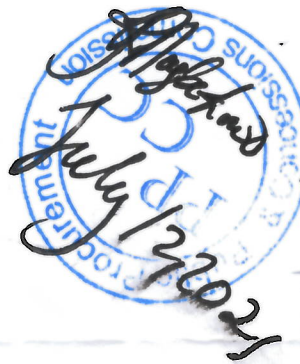
Ministry of Youth & Sports  
Procurement Plan (Non-SBA)  
Source of Funding: € GOL Special Budget  
Fiscal Year : 2021

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	Procurement Method	Contract Package	Business Activity Code	Quantity	Est. Cost (M\$)	Procurement Method	Effective Date	Preparation of Bidding Document	RFQ Approval	RFQ Issuance	RFQ Opening	RFQ Evaluation	RFQ Award	Contract Signing	Contract Execution	Contract Completion	Contract Termination	Contract Renewal	Contract Extension
Planned Update	1	IFB No.MYS/RFQ/001/21	Cleaning Materials	G 4773	Assorted	2,500.00	RFQ	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/6/2021	7/13/2021	7/20/2021	7/27/2021	N/A	8/17/2021	12/29/2021	
Act.																			
Planned Update	2	IFB No.MYS/RFQ/002/21	Stationery	G 4761	Assorted	2,679.00	RFQ	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/6/2021	7/13/2021	7/20/2021	7/27/2021	N/A	8/17/2021	12/29/2021	
Act.																			
Planned Update	3	IFB No.MYS/RFQ/003/21	Educational Materials	G 4759	Assorted	4,000.00	RFQ	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/6/2021	7/13/2021	7/20/2021	7/27/2021	N/A	8/17/2021	12/29/2021	
Act.																			
Planned Update	4	IFB No.MYS/RFQ/004/21	Equipment & Household W/G	4759	Assorted	4,000.00	RFQ	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/6/2021	7/13/2021	7/20/2021	7/27/2021	N/A	8/17/2021	12/29/2021	
Act.																			
Planned Update	5	IFB No.MYS/RFQ/005/20/21	Vehicle Insurance Coverage	K 6512	1 Firm	1,500.00	RFQ	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/6/2021	7/13/2021	7/20/2021	7/27/2021	N/A	8/17/2021	12/29/2021	
Act.																			
		Sub Total				14,679.00													

Prepared by:   
Procurement Director/Manager

Approved by:   
Head of Entity/Chairman of Procurement Committee

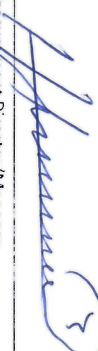
Date: 7/6/2021





Ministry of Youth & Sports  
 Procurement Plan (Non-SBA)  
 Source of Funding: GOL  
 Fiscal year: 2021 Special Budget

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Item No.	BASIC DATA									TIMELINE									
	Procurement Method	Contract Package	Business Name	Qty	Est. Cost (\$)	Procurement Method	Technical Specification	Preparation of Bids	Bid Approval	Bid Opening	Bid Evaluation	Bid Award	Contract Signature	Contract Execution	Contract Completion	Contract Termination	Contract Renewal	Contract Extension	Contract Termination
Planned	6 IFB No MYS/RCQ/006/21	Internet service	J-6110	1 Firm	3,500.00	RFQ	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/6/2021	7/13/2021	7/20/2021	7/27/2021	N/A	8/1/2021	8/1/2021	12/29/2021	
Update																			
Act.																			
Planned	7 IFB No MYS/RB/001/21	Building Materials	G-4663	Assorted	43,725.00	RF	6/8/2021	6/15/2021	6/22/2021	6/29/2021	7/2/2021	8/3/2021	8/10/2021	8/17/2021	N/A	10/28/2021	12/29/2021		
Update																			
Act.																			
Planned																			
Update																			
Actual																			
Planned																			
Update																			
Actual																			
Sub Total					47,225														
GRAND TOTAL					61,904.00														

Prepared by:   
 Procurement Director/Manager

Approved by:   
 Head of Entity/Chairman Procurement Committee

Date: 7/6/2021


2022/10  
 July 8, 2021

July 11/2/2021

**Name of Entity: Ministry of Youth and Sports**  
**Procurement Plan Explanatory Notes (Non-SBA)**  
**Fiscal Year: 2021 Special Budget**


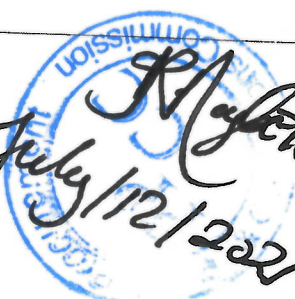
Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No.MYS/RFQ/001/21	Cleaning Materials	This contract package is intended to procure assorted cleaning materials for janitorial services. Below is a list of few A. Air Freshener B. Toilet soap C. Flash for floor D. Plastic bucket E. Soft broom F. Commode brush G. Bleach H. Garbage bag
2.	IFB No. MYS/RFQ/002/21	Stationery Materials	This contract package is intended to procure assorted stationery materials for the ministry. Below is a list of few A. Box file B. pens C. Calculators D. Cartridge (Assorted) E. Sheets F. Envelopes G. Etc.
3.	IFB No.MYS/RFQ/003/21	Educational Materials	This contract package is intended to procure assorted Educational materials & Supplies to be used by TVET institutions under MYS.

  
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4.	IFB No.MYS/RFO/004/21	Equipment & Household Materials	A. Masonry tools-----Assorted quantity B. Carpentry tools -----Assorted quantity C. Electrical materials -----Assorted quantity ETC.
5.	IFB/No. MYS/RFO/005/21	Vehicle Insurance Coverage	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/RFO/006/21	Internet Service	This contract package is intended to provide Insurance coverage for MYS vehicles for the special budget 2021.
7.	IFB No. MYS/RB /001/21	Building Materials	This contract package is intended to procure internet service for MYS for the special budget 2021. This contract package is intended to procure assorted building materials (carpentry, plumbing etc.) for the ministry for special budget 2021. This contract package is drawn from the budget line <b>Transfer to SKD.</b>
<div> <div> <b>BUDGET NOTE</b>  <b>DSA &amp; Incidental Allowance-----\$ 3,500</b>            This package is intended to provide Daily Subsistence &amp; Incidental Allowances to Minister, Deputy Ministers, &amp; Assistant Ministers for Foreign travels.            National, International Youth Day-----\$ 5,000         </div> <div> <b>TVET INSTITUTIONS</b>            Transfer to Klay Agriculture Vocational Training Center----- \$ 7,000         </div> </div>			

  
 July 12/2022  


  
 July 12, 2022  


	Transfer to Tumutu Agriculture Vocational Training Center-----\$ 7,500 Transfer to Juli Juah Youth Vocational and Literacy Program-----\$ 7,750 Transfer to Grand Kru Technical and Vocational Educational Training- \$ 6,250 Transfer to National County Sports Meet----- \$ 64,650 Staff Training Local----- \$ 2,000

Prepared by:

Procurement Director

Date:

  
  
June 23, 2021