

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/0373/'18

August 14, 2018

Hon. Varney A. Sirleaf
MINISTER
Ministry of Internal Affairs
Republic of Liberia

Dear Hon. Sirleaf:

Subject: **RECEIPT AND APPROVAL OF CORE AND SBA PROCUREMENT PLANS FOR FISCAL YEAR 2018/2019**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Ministry of Internal Affairs Procurement Plans (*Goods and Services*) for Fiscal Year 2018/2019 in accordance with Section 40(3) of the PPCA, 2010. The Commission wishes to inform the General Services Agency that its Procurement Plan has been 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 advises that you observe Section 40(5) of the PPCA, 2010 which states that a 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 be provided 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.

However, the commission notes your assertions and relying on your assurances interposes "no objection" to the entity's request for the use of restricted bidding to conduct its stationery procurement process consistent with Section 50 (b) of the PPCA.

The Commission urges you to continue to remain in compliance with the PPCA, 2010 as we strive to attain equality, fairness, transparency, accountability and public confidence in our procurement and concessions processes.

Kind regards.

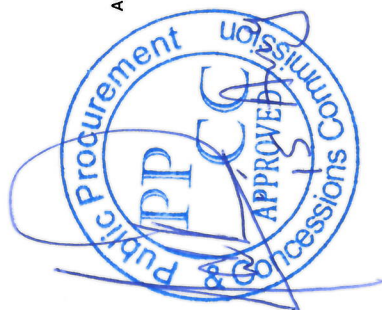
Yours sincerely,


James Dorbor. Jallah
CHIEF EXECUTIVE OFFICER


MINISTRY OF INTERNAL AFFAIRS
DRAFT CORE BUDGET PROCUREMENT PLAN
SOURCE OF FUNDING: GOL NATIONAL BUDGET
Fiscal Year : 2018/2019

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 Package Number (CODE)	Contract Package	Business Activities Code	QTY	ESTIMATED COST USD	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL OF BID DOC/TECH SPECS	BID INVITATION & RELEASE	BID SUBMISSION & PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL OF BID EVALUATION	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT MOBILIZATION	DELIVERY, INSPECTION (SUBSTANTIAL)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
needed	IFB NO MIA/RB/001/2018-2019	Petroleum Products	G 4661	19,648.093 @ 3.41	\$30,750.00	RB	16-May-18	18-May-18	25-May-18	28-May-18	25-Jun-18	2-Jul-18	9-Jul-18	23-Jul-18	N/A	31-May-19	13-Jun-19		
needed	IFB NO MIA/RB/001/2018-2019	Printing	C 1811	Assorted	\$2,000.00	RFQ	5-Jun-18	12-Jun-18	19-Jun-18	20-Jun-18	4-Jul-18	11-Jul-18	18-Jul-18	25-Jul-18	N/A	2-Jun-19	15-Jun-19		
needed	IFB NO MIA/RB/002/2018-2019	Stationery	G 4761	Assorted	\$12,640.00	RB	16-May-18	23-May-18	30-May-18	31-May-18	28-Jun-18	5-Jul-18	12-Jul-18	26-Jul-18	N/A	3-Jun-19	17-Jun-19		
needed	IFB NO MIA/RB/002/2018-2019	Repairs & Maintenance- Office Building	F 4390	1	\$12,209.00	RFQ	16-May-18	23-May-18	30-May-18	31-May-18	28-Jun-18	5-Jul-18	12-Jul-18	26-Jul-18	N/A	2-Jun-19	15-Jun-19		
needed	IFB NO MIA/RB/003/2018-2019	Vehicles Rental	N 7710	Fleet of Vehicles	\$7,000.00	RB	5-Jun-18	12-Jun-18	19-Jun-18	20-Jun-18	4-Jul-18	11-Jul-18	18-Jul-18	25-Jul-18	N/A	2-Jun-19	15-Jun-19		
Grand Total					\$ 64,599.00														

Prepared BY: 
Aaron K. Chelopy, Acting Director
Procurement



DATE: August 3, 2018

Approved BY: 
Varney A. Sirleaf, Minister/Chairman/ PC

DATE: 03/08/18

MINISTRY OF INTERNAL AFFAIRS
DRAFT CORE BUDGET SBA PROCUREMENT PLAN
SOURCE OF FUNDING: GOVERNMENT OF LIBERIA NATIONAL BUDGET
Fiscal Year: 2018/2019

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 ACTIVITIES CODE	QTY	ESTIMATED COST USD	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/ DRAWING	PREP. OF BID DOCUMENT	PC APPROVAL- BID	BID INVITATION ON/ RELEASE	BID SUBMISSION ON/ PUBL IC	SUBMISSION OF BID EVALUATION	PC APPROVAL-BID EVALUATION	CONTRACT AWARD &	ADVANCE PAYMENT TMOBL	DELIVERY, INSPECTION & SUBSTANTIAL	ACCEPTANCE & FINAL PAYMENT	REMARK	
Planned	1	IFB NO.MIA/SBA/RB/001/2018-	Vehicle Repairs and Maint. Services	G 4520	Fleet of Vehicles	\$6,840	RB	21-May-18	28-May-18	4-Jun-18	19-Jun-18	17-Jul-18	31-Jul-18	7-Aug-18	21-Aug-18	N/A	7-Jun-19	28-Jun-19		
Update																				
Actual																				
Planned	2	IFB NO.MIA/SBA/RFQ/001/2018-	Cleaning Material	G 4773	Assorted	\$3,000	RFQ	20-Jun-18	27-Jun-18	4-Jul-18	19-Jul-18	16-Aug-18	30-Aug-18	6-Sep-18	20-Sep-18	N/A	28-May-19	27-Jun-19		
Update																				
Actual																				
Planned	3	IFB NO.MIA/SBA/RFQ/002/2018-	Scratch Cards	J 6120	1000	\$5,179	RFQ	5-Jun-18	12-Jun-18	19-Jun-18	20-Jun-18	4-Jul-18	11-Jul-18	18-Jul-18	25-Jul-18	N/A	2-Jun-19	15-Jun-19		
Update																				
Actual																				
Grand Total						\$ 15,019.00														

Prepared By: 
Tebeh A.M. Traor, Director of Procurement

DATE: 5/22/18

Approved By: 
Varney A. Street, Minister/Chairman, PC

DATE: 23/05/18

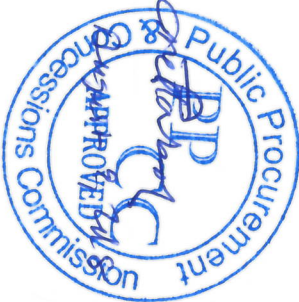


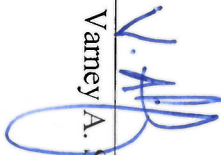
MINISTRY OF INTERNAL AFFAIRS
DRAFT PROCUREMENT PLAN EXPLANATORY NOTES (GOODS AND WORKS) 2018/2019
CORE BUDGET 2018/2019

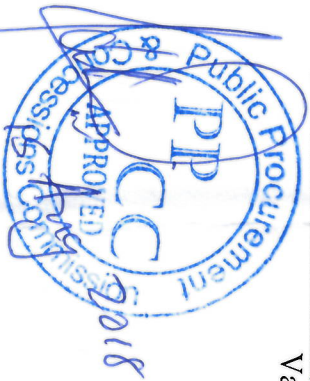
NO.	CONTRACT PACKAGE NUMBER	CONTRACT PACKAGE	Amount (USD)	CONTENT OF CONTRACT PACKAGE
1	IFB NO. MIA/RB/001/2018-2019	Petroleum Products	30,750.00	This contract package includes gasoline and diesel fuel for the Ministry of Internal Affairs's Central Office assigned vehicles and Generator
2	IFB NO. MIA/RFQ/001/2018-2019	Printing	2000	This includes printing of personnel listing, call cards, letter heads et.c.
3	IFB NO.MIA/RB/002/2018/2019	Stationery	12,640.00	This include assorted office stationeries including A4 papers, ink, folders et.c.
4	IFB NO.MIA/RFQ/002/2018-2019	Repairs of Buildings	12,209.00	This contract package includes the repairs of three (3) buildings used for the offices of the Ministry of Internal Affairs and landscaping of the Ministry's compound.
5	IFB NO.MIA/RB/003/2018-2019	Vehicles Rental	7000	This package includes rental of vehicles for domestic trips made to facilitate the Ministry's work out of Montserrat County. The funding is drawn from the Domestic Travel Budget line.

Signed: 

Aaron K.D. Cholopray
Acting Director for Procurement




03/08/18
Varney A. Sirleaf, Minister



MINISTRY OF INTERNAL AFFAIRS
DRAFT PROCUREMENT PLAN EXPLAINARY NOTES (GOODS & WORKS) 2018/2019 (SBA)
CORE BUDGET (GOL) 2018/2019

NO.	CONTRACT PACKAGE NUMBER	CONTRACT PACKAGE	AMOUNT	CONTENT OF CONTRACT PACKAGE
1.	IFB NO.MIA/SBA/RB/004/2018-2019	Vehicles Repairs & Maint	6,840.00	Repairs & Maintenance Services of all Central Office assigned Vehicles
2.	IFB NO.MIA/SBA/RFO/002/2018-2019	Cleaning Materials	3,000.00	Procurement of janitorial supplies for Central Office. Eg vim, tide soap, Clorox etc.
3.	IFB NO.MIA/SBA/RFO/003/2018-2019	Telecommunication and Internet	5,179.00	Procurement of re-charged cards to employees of Central Office to enhance communication activities

Prepared By: [Signature] Date: 5/22/18
Tebeh A.M. Glay
Procurement Director

Approved By: [Signature] Date: 23/05/18
Varney A. Sirlaaf
Minister

