

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/OIC/0082/19

March 22, 2019

Wilfred J.S. Bangura, II
DEPUTY MINISTER MINISTER FOR ADMIN.
Ministry of Commerce & Industry
Republic of Liberia

Dear Hon. Bangura:

Subject: **RECEIPT AND APPROVAL OF 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 Commerce & Industry** Procurement Plan (*Goods and Services*) for Fiscal Year 2018/2019 in accordance with Section 40(3) of the PPCA, 2010. The Commission wishes to inform the Ministry of Commerce & Industry 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

Meanwhile, we request that you kindly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2017/2018)

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.

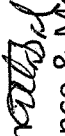
Kind regards.

Yours sincerely,

MEMORANDUM

March 22, 2019

To : Mr. Joseph S. D. Suah, Sr
Officer In Charge
Public Procurement and Concession Commission

Thru : Mr. Anthony P. Tarbale 
Director, Compliance & Monitoring

Subject: **Review of Core and SBA Budget Procurement Plan (M.O.C.I) 2018/2019**

Having reviewed the Core and SBA budget procurement plan of the Ministry of Commerce and Industry (M.O.C.I) for FY 2018/2019, it was observed that the plan is in Compliance with the requirement of section 40 of the PPCA which requires procuring entities to prepare annual procurements plan and submit same for approval by the Commission in line with its budget.

Recommendation

In view of the above, it is recommended that the entity's core and SBA budget procurement plan be approved as required under section 40 of the PPCA.

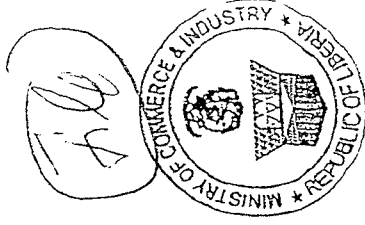
Best regards,


22/3/19



REPUBLIC OF LIBERIA
MINISTRY OF COMMERCE & INDUSTRY
MONROVIA

Office of the MINISTER



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1000 Monrovia,
10 Liberia
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+231886554887
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Website: www.mcci.gov.li

MCI/WKT-M/0010/19

January 17, 2019

Hon. Samuel D. Tweah
MINISTER
Ministry of Finance and Development Planning
Broad & Meclin Streets
Monrovia, LIBERIA

Dear Hon. Tweah:

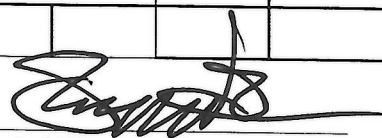
I extend my compliments and write to request the amount of **USD\$76,000 (Seventy Six Thousand United States Dollars)** to assist with the procurement of key hardware and software for the Liberia Business Registry.

Hon. Minister, this intervention is expected to stabilize the frequent breakdown of the Liberia Business Registry's computer system and reduce the time it takes to register a business, thus improving the score of 'starting a business in Liberia', which is critical to Liberia's rankings of the World Bank Ratings of "Doing Business in Liberia".

Ministry Of Commerce & Industry
Consultancy PROCUREMENT PLAN
Source of Funding: (GOL National Budget)
Budget Period 2018/2019

Budget Period 2018/2019																
1	2	3	4	5	6	7	8	9	10	11						
			BASIC DATA					REQUEST FOR EXPRESSION OF INTEREST								
			ITEM NO.	PACKAGE NUMBER (CODE)	Business Activities	CONTRACT PACKAGE	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT			
PLANNED	1	RFP No. MCI/SBA/SS/001/18/19	M7020	Consultant IP Advisor (Monitoring & Supervision) & Industrial Policy	2 persons	\$ 190,687.00	SS	N/A	N/A	N/A	N/A					
update																
Actual																
Planned	2	RFP No. MCI/LBR/SS/002/18/19	M7020	Consultancy (Engineering & Training Services)	Norway Register Development (1Firm)	\$ 20,420.00	SS	7/24/18	N/A	N/A	N/A					
Update																
Actual																
Planned	3	RFP No. MCI/LBR/SS/03/18/19	J6202	Consultancy (System Maintenance)	Mwentana (1 Firm)	13,200	SS	N/A	N/A	N/A	N/A					
Update																
Actual																
GRAND TOTAL						\$ 224,307.00										

Prepared by: PP. Winifred Lankahye
Lango Sulonteh Ballah
Procurement Director / Manager

Approved By: 
Prof. Wilson K. Tarpeh
Minister / Chairman Proc. Cmtee

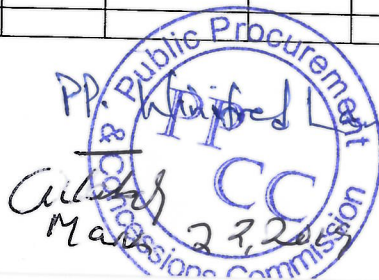


PROCUREMENT PLAN SBA(Core Budget)

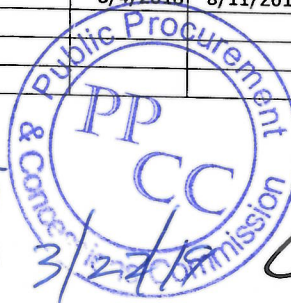
Source of Funding: GOL

PFiscal Year: 2018/2019

1	2	3	4	5	6	7	8	9	10	11	12	13
	Item No.	BASIC DATA					IMPLEMENTATION					
		Package Number(Code)	Contract Package	Business Activities Code	QTY	Estimated Cost	Procurement Method	Technical Specs/BOQ / Drawing	Prep. Of Bid Document	PC Approval- Bid Doc/Tech Spec	Bid Invitation & Release of Bid Doc	Bid Submission / Public Opening
Plan	1	IFB NO. MCI/SBA/NCB/001/18/19	Printing & Binding	C1812	Assorted	22,624	NCB	8/6/2018	8/13/2018	8/20/2018	8/27/2018	9/24/2018
Update												
Actual												
Plan	2	IFB NO. MCI/SBA/RB/001/18/19	Petroleum Product Vehicle & Generator	G4661	13507.374 2gal at 3.50rate	35,000	RB	8/13/2018	8/20/2018	8/27/2018	9/3/2018	10/1/2018
Update												
Actual												
Planned	3	IFB NO. MCI/SBA/RFQ/001/18/19	Air Tickets	N7911	1 Firm	4,163	RFQ	6/18/2018	6/25/2018	7/2/2018	7/9/2018	7/16/2018
Update												
Actual												
Plan	4	IFB NO. MCI/SBA/RFQ/002/18/19	Security Guard Services	N8010	(1) Firm	8,640	RFQ	6/21/2018	6/28/2018	7/5/2018	7/12/2018	7/19/2018
Update												
Actual												
Planned	5	IFB NO. MCI/SBA/SS/001/18/19	Internet Connectivity	J6120	1Firm 12Month Band Wave	41,904	SS	8/4/2018	8/11/2018	8/18/2018	8/25/2018	9/1/2018
Update												
Actual												
Sub Total						112,331						

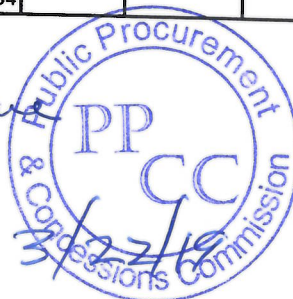


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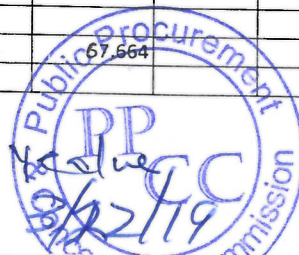
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	Item No.	BASIC DATA					IMPLEMENTATION					
		Package Number(Code)	Contract Package	Business Activities Code	QTY	Estimated Cost	Procurement Method	Technical Specs/BOQ / Drawing	Prep. Of Bid Document	PC Approval-Bid Doc/Tech Spec	Bid Invitation & Release of Bid Doc	Bid Submission / Public Opening
nnA29:T2	6	IFB NO. MCI/SBA/ RFQ/003/18/19	Event Catering	H5610	Assorted	520	RFQ	6/11/2018	6/18/2018	6/25/2018	7/2/2018	7/9/2018
Update												
Actual												
Planned	7	IFB NO. MCI/SBA/ NCB/002/18/19	Stationery Materials	G4761	Assorted	14,147	NCB	8/6/2018	8/13/2018	8/20/2018	8/27/2018	9/24/2018
Update												
Actual												
Planned	8	IFB NO. MCI/SBA/ NCB/003/18/19	Cleaning materials	N8121	Assorted	11,133	NCB	8/13/2018	8/20/2018	8/27/2018	9/3/2018	10/1/2018
Update												
Actual												
Planned	9	IFB NO. MCI/SBA/ RFQ/004/18/19	Newspaper	J5813	Assorted	1,515	RFQ	6/12/2018	6/19/2018	6/26/2018	7/3/2018	7/10/2018
Update												
Actual												
Planned	10	IFB NO. MCI/SBA/ RFQ/005/18/19	Computer Supplies and ICT Services	G4651	Assorted	7,019	RFQ	8/13/2018	8/20/2018	8/27/2018	9/3/2018	9/10/2018
Update												
Actual												
Sub Total						34,334						



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1	2	3	4	5	6	7	8	9	10	11	12	13
	Item No.	BASIC DATA					IMPLEMENTATION					
		Package Number(Code)	Contract Package	Business Activities Code	QTY	Estimated Cost	Procurement Method	Technical Specs/BOQ / Drawing	Prep. Of Bid Document	PC Approval-Bid Doc/Tech Spec	Bid Invitation & Release of Bid Doc	Bid Submission / Public Opening
Planned	11	IFB NO. MCI/SBA/ RFQ/006/ 18/19	Laboratory Chemicals	M7490	Assorted	2,664	RFQ	6/18/2018	625/2018	7/2/2018	7/9/2018	7/16/2018
Update												
Actual												
Planned	12	IFB NO. MCI/SBA/ RFQ/007/ 18/19	Vehicle Repair & Maintenance Service	G4520	25vehicle	10,000	RFQ	8/6/2018	8/13/2018	8/20/2018	8/27/2018	9/3/2018
Update												
Actual												
Planned	13	IFB NO. MCI/SBA/ NCB/004/ 18/19	Software and Licenses	G4651	Assorted	16,350	NCB	8/13/2018	8/20/2018	8/27/2018	9/3/2018	10/1/2018
Update												
Actual												
Planned	14	IFB NO. MCI/SBA/ NCB/005/ 18/19	Other ICT Equipment	J6209	Assorted	10,200	NCB	8/6/2018	8/13/2018	8/20/2018	8/27/2018	9/24/2018
Update												
Actual												
Planned	15	IFB NO. MCI/SBA/ NCB/006/ 18/19	Computer Hardware	G4741	Assorted	27,250	NCB	8/6/2018	8/13/2018	8/20/2018	8/27/2018	9/24/2018
Update												
Actual												
Planned	16	IFB NO. MCI/SBA/ RFQ/008/ 18/19	Machinery & Equipment	G4659	Assorted	1,200	RFQ	8/13/2018	8/20/2018	8/27/2018	9/3/2018	9/10/2018
Update												
Actual												
Subtotal						67,664						

PPCC
Public Procurement Commission
Approved Lankal
Date 22/11/19

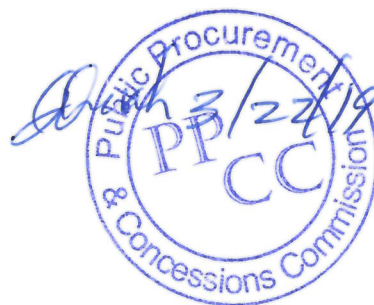
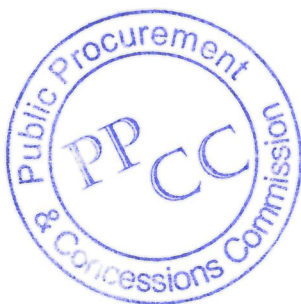


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		Package Number(C ode)	Contract Package	Business Activities Code	QTY	Estimated Cost	Procurem ent Method	Technical Specs/BOQ / Drawing	Prep. Of Bid Document	PC Approval- Bid Doc/Tech Spec	Bid Invitation & Release of Bid Doc	Bid Submissio n / Public Opening
Planned	17	IFB NO. MCI/SBA/ RFQ/009/ 18/19	Advertising & Public Relations	J5813	Assorted	9,500	RFQ	8/14/2018	8/21/2018	8/28/2018	9/4/2018	9/11/20
Update												
Actual												
Planned	18	IFB NO. MCI/SBA/ RFQ/010/ 18/19	Vehicle Insurance	K6512	Assorted	5,000	RFQ	8/14/2018	8/21/2018	8/28/2018	9/4/2018	9/11/20
Update												
Actual												
Sub Total						14,500						
Grand Total						228,829						

Prepared By: Prof. Minifed Lankath yee
Lango Sulonteh Ballah
Procurement Director / Manager

Approved By: Prof. V
Miniter / Cha



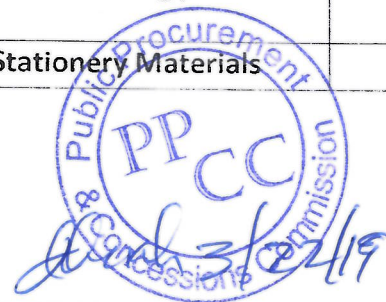
MINISTRY OF COMMERCE AND INDUSTRY

Procurement Plan Explanatory note

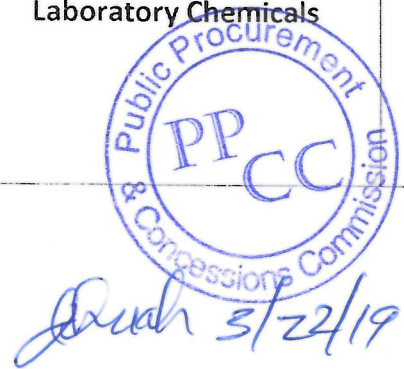
Code Budget

Fiscal Year 2018/2019

ITEM NO:	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	BUSINESS ACTIVITIES CODE
1.	IFB NO. MCI/SBA/NCB/001/18/19	Printing & Binding	C1812
2.	IFB NO. MCI/SBA/RB/001/18/19	Petroleum Product Vehicle & Generator	G4661
3.	IFB NO. MCI/SBA/RFQ/001/18/19	Air Tickets (Foreign Travel /Means of Travel	N7911
4.	IFB NO. MCI/SBA/RFQ/002/18/19	Security Guard Services (Professional Service = Security	N8010
5.	IFB NO. MCI/SBA/SS/001/18/19	Internet Connectivity	J6120
6.	IFB NO. MCI/SBA/RFQ/003/18/19	Event Catering (food and Catering)	H5610
7.	IFB NO. MCI/SBA/NCB/002/18/19	Stationery Materials	G4761



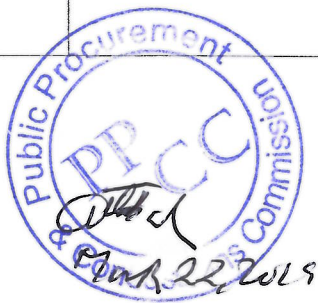
8.	IFB NO. MCI/SBA/NCB/003/18/19	Cleaning materials	N8121
9.	IFB NO. MCI/SBA/RFQ/004/18/19	Newspaper	J5813
10.	IFB NO. MCI/SBA/RFQ/005/18/19	Computer Supplies and ICT Services	
11.	IFB NO. MCI/SBA/RFQ/006/18/19	Laboratory Chemicals	M7490



12.	IFB NO. MCI/SBA/RFQ/007/18/19	Vehicle Repairs and Maintenance Services	G4520
13. I	IFB NO. MCI/SBA/NCB/004/18/19	Software and License	
14.	IFB NO. MCI/SBA/NCB/005/18/19	Infrastructure Hardware	J6209
15.	IFB NO. MCI/SBA/NCB/006/18/19	Computer Hardware	
16.	IFB NO. MCI/SBA/NCB/008/18/19	Machinery & Equipment	
17.	IFB NO. MCI/SBA/RFQ/008	Advertising & Public Relations	
18.	IFB NO. MCI/SBA/RFQ/010/18/19	Vehicle Insurance	



19.	RFP No. MCI/ SBA/QCBS/001/18/19	Consultant IP Advisor (Monitoring & Supervision) & Industrial Policy Analyst	M7020
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20.	RFP No. MCI/LBR/SS/001/18/19	Consultancy (Engineering & Training Services)	M7020
21.	RFP No. MCI/LBR/SS/03/18/19	Consultancy (System Management)	

