



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/1446/'20

September 9, 2020

Hon. Cooper W. Kruah, Sr. (Cllr.)

**MINISTER**

Ministry of Post and Telecommunication  
Republic of Liberia

Dear Hon. Kruah:

Subject: **PROVISIONAL APPROVAL DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021**

We present our compliments and acknowledge receipt of your letter which sought the approval of the Commission for Ministry of Post and Telecommunication SBA, Non SBA, Core Budget, Procurement Plan for FY 2020/2021 in accordance with **Section 40(3)** of the PPC Act. The Commission here by informs 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. Please ensure to include notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at **<http://ppcc.gov.lr/vr/index.php/documents>**.

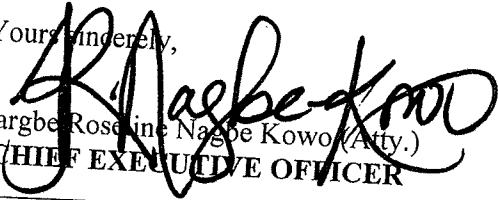
Upon the passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, details budget for Ministry of Post and Telecommunication's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2020/2021 and staff of the Procurement Unit. ¶

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2020/2021.

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

Yours sincerely,

  
Jargbe Roseline Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

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

MINISTRY OF POSTS AND TELECOMMUNICATIONS  
PROCUREMENT PLAN (Non SBA Core Budget)  
SOURCE OF FUNDING -GOL NATIONAL BUDGET  
FISCAL YEAR 2020/2021

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.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Registered on Code	QTY	ESTIMATED COST (USD)	PROCUREMENT ENT METHOD	TECHNICAL SPECS/BOQ/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 EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE E & FINAL PAYMENT	REMARKS
PLANNED	1	IFB NO. MPT RFQ 003/20/21	Stationery	G4761	Assorted	10,000	RFQ	7/1/20	7/15/20	7/23/20	8/3/20	8/10/20	8/17/20	8/28/20	9/9/20	N/A	6/16/21	6/30/21	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO. MPT RFQ 002/20/21	Vehicles - Insurance Coverage	K6512	1 Firm	1,500	RFQ	7/3/20	7/17/20	7/28/20	8/4/20	8/11/20	8/18/20	9/1/20	9/15/20	N/A	6/15/21	6/29/21	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO. MPT RFQ 003/20/21	Computer & ICT Supply	G4741	Assorted	3,000	RFQ	7/1/20	7/15/20	7/23/20	8/3/20	8/10/20	8/17/20	8/28/20	9/9/20	N/A	6/16/21	6/30/21	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB NO. MPT RFQ 004/20/21	Vehicle Spare Part	G4530	Assorted	2,000	RFQ	7/8/20	7/22/20	8/5/20	8/12/20	8/19/20	8/26/20	9/7/20	9/18/20	N/A	6/14/21	6/28/21	
UPDATE																			
ACTUAL																			
Sub-Total						16,500.00													

Prepared by: F.3.09/22/18c

Date: 11/08/2020

Floyd N. Foiryo  
Director/Procurement

Approved By:

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

Date:

Aug 11, 2020


2020/11/16




MINISTRY OF POSTS AND TELECOMMUNICATIONS  
PROCUREMENT PLAN (Non SBA Core Budget)  
SOURCE OF FUNDING - GOL NATIONAL BUDGET


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 Registered on Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/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 - EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS
PLANNED	5	IFB NO.MPT/RFQ 005/20/21	Employee Rice	G4711	375 bags @ 16	6,000	RFQ	7/1/20	7/15/20	7/27/20	8/3/20	8/10/20	8/17/20	8/28/20	9/9/20	N/A	6/16/21	6/30/21	
UPDATE																			
ACTUAL																			
UPDATE																			
ACTUAL																			
		Subtotal				6,000.00													
		Grand Total				22,500.00													

FISCAL YEAR 2019/2020

Approved By:   
Date: Aug. 11, 2020

Prepared by:   
Floyd N. Foiryo  
Director/Procurement

Date: 11/08/2020

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

Date: Aug. 11, 2020

MINISTRY OF POST AND TELECOMMUNICATIONS  
PROCUREMENT PLAN EXPLANATORY NOTES (Non SBA Core Budget)  
FISCAL YEAR: 2020/2021

Item NO	Contract package Code	Contract Package	Content of Contract Package
1.	IFB NO.MPT/NCB/001/20/21'	Stationery	This Procurement package is from the budget line stationery and it is intended to procure the following items: A. A4 sheet-----200ctns B. Legal Sheet-----20ctns C. Note pads-----70dzs D. Inks-----100sets E. Ball pens-----75pks F. Toners-----75pcs G. A4 manila folders-----25dzs H. Bulk Files-----75dzs
2.	IFB NO.MPT/RFQ/002/20/21'	Vehicle Insurance Coverage	This Procurement package is from the budget line Vehicle Insurance and this contract passage is tended to procure insurance services for the following vehicles: A. Mail vans-----4 B. Ministers vehicles-----5 C. Motor bikes -----3 D. Employees Bus -----1 E. Utilities vehicles -----2
3.	IFB NO.MPT/RFQ/003/20/21'	Computer & ICT Supplies	This Procurement package is from the budget line Computer supply and ICT Services and this contract package is intended to procure the following items. A. Four-----Desktop Computers B. Six Printers-----HP/Black & White

Prepared by: F.S.09/22/186  
Floyd N. Foiryolo  
Director/Procurement

[Signature]  
9/9/20

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

[Signature]  
9/9/2020



MINISTRY OF POST AND TELECOMMUNICATIONS  
PROCUREMENT PLAN EXPLANATORY NOTES (Non SBA Core Budget)  
FISCAL YEAR: 2020/2021

Item NO	Contract package Code	Contract Package	Content of Contract Package																				
4.	IFB No. MPT/RFO/004/20/21'	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. Tires-----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 bulbs-----3 pcs</td></tr></table>	A. Tires-----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 bulbs-----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 -----375 bags @ 16.00</p>																				

Prepared by: F<sup>3</sup> 2.09/22/18  
Floyd N. Foityolo  
Director/Procurement

[Signature]  
9/9/20

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

[Signature]  
2020/9/16/2020

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

j) 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.

k) An amount of Twelve Thousand Six Hundred Fifty United States dollars (\$ 12,650 USD) represents payment of contributions to International Organizations and is be used to pay debt and 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).

l) The amount of Six thousand united dollars (\$6,000.00US) 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.


m) The amount of Four thousand united dollars (\$4,000.00USD) will be used for the payment of IPs light subscriptions; this amount will be paid directly by the account section of the Ministry International Partner Universal Postal Union (UPU) because UPU is the only Organization involves with giving IPs light to government own entities.

n) An amount of Twenty-six Thousand United States Dollars (\$ 26,000.00USD) will be used for the payment of Fiber Optic, and LIBTELCO being a sector member of the Telecommunications sector, as well as the provider of Telecommunications services, it is necessary that the Ministry subscribes from LIBTELCO because in most cases, sector relationship with Engender flexibility in price and for other benefits.

prepared by: F-3.09/22/8c  
Floyd N. Foinyolo  
Director/Procurement



9/29/20

Approved by:   
Hon. Cooper W. Kruah, Sr. (clir)  
Head / Procurement Committee

  
9/29/2020