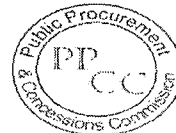




Republic of Liberia
Public Procurement & Concessions Commission
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: www.ppcc.gov.lr | Email: info@ppcc.gov.lr | Phone Short Code: 4357

Ref. **PPCC/RL/CEO/040/'22**

January 19, 2022

Hon. Theodosia S. Kolee
CHAIR PERSON
National Aids Commission
Republic of Liberia

Dear Hon. Kolees:

Subject: **PROVISIONAL APPROVAL OF NATIONAL AIDS COMMISSION PROCUREMENT PLAN FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the National Aids Commission Procurement Plan for FY 2022 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby 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. 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 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>**.

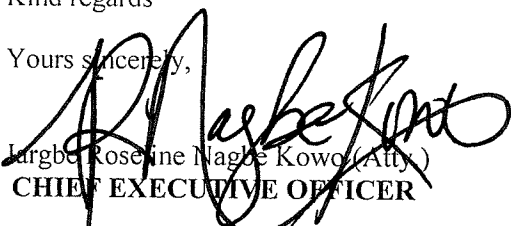
Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for NAC's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended six months budget, for stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2022.

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,

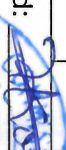

Jargbe Rosefine Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

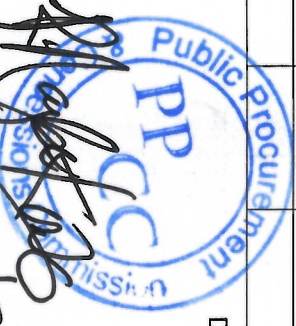
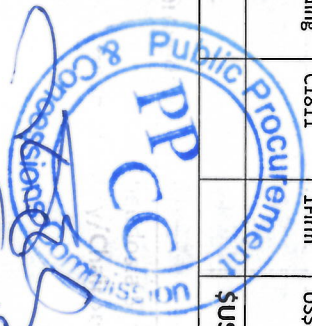
National AIDs Commission
PROJECT PROCUREMENT PLAN
Source of Funding: National Budget
Budget Period 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT 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)
PLANNED	1	IFB. NO. NAC/proj./RFQ /001/2022	Electronic Media Services		1 firm	US\$5,000.00	RFQ	10/Jan/2022	12/Jan/2022	14/Jan/2022	3/feb/2022	18/feb/2022	28/feb/2022	7/Mar/2022	14/Mar/2022	N/A	30/Nov/2022
UPDATE																	
ACTUAL																	
PLANNED	2	IFB. NO NAC/proj./RF Q/002/2022	Stationery	G4761	Assorted	US \$1,500.00	RFQ	10/Jan/2022	12/Jan/2022	14/Jan/2022	3/feb/2022	18/feb/2022	28/feb/2022	7/Mar/2022	14/Mar/2022	N/A	30/Nov/2022
UPDATE																	
ACTUAL																	
PLANNED	3	IFB. NO NAC/proj./RF Q/003/2022	Medical Supplies	G4772	Assorted	US\$ 2,400.00	RFQ	12/Jan/2022	14/Jan/2022	18/Jan/2022	8/feb/2021	23/feb/2022	21/Mar/2022	9/Mar/2022	16/Mar/2022	N/A	30/Nov/2022
UPDATE																	
ACTUAL																	
PLANNED	4	IFB. NO NAC/proj./NCB /001/2022	Printing, & Binding	C1811	1Firm	US\$ 41,745	NCB	12/Jan/2022	14/Jan/2022	18/Jan/2022	8/feb/2021	9/Mar2022	16/Mar/2022	23/Mar/2022	30/Mar/2022	N/A	30/Nov/2022
			Subtotal			\$US 50,645											


Signed: 
Daniel O. Brown
Procurement Director

Approved: 
Hon. Theodosia S. Kolie
Head of Entity/Chairperson/Procure. Com

Date: Jan 10, 2022




Jan 19, 2022



[Signature]

23/04/2022
for 19/2022



Theodosa S. Kolee/Hes

Public Procurement
en, 100000

Date: Jan, 10, 2022

Project no: 5 am 119/2022

NATIONAL AIDS COMMISSION OF LIBERIA
Project Procurement Plan: Explanatory Note
Calendar Year: 2022

1	IFB. NO NAC/proj/RFQ/001/2022	Electronic Media Services	<p>This Package is intended to procure the services of media institutions that provide publicity and media coverage.</p> <p>Note: source of funding comes from the budget line Media & Publicity</p>
2	IFB. NO NAC/proj/RFQ/002/2022	Stationery	<p>This package is intended to procure the below listed items for NAC project use.:</p> <ol style="list-style-type: none"> 1. A-4 Paper 25 Cartoon 2. Legal Paper 8 Cartoon 3. Manila Folder A4 size 15 Boxes 4. Box file Folder 5 Cartoon 5. pen 20 packs 6. Brown Envelop (A4) 10 pks 7. White Envelop 10 8. Stapler pin 7 pks 9. White board marker 6 pks 10. Flip Chart board 3 pcs
3.	IFB. NO NAC/proj/RFQ/003/2022	Medical Supplies	<p>This Package is intended to procure COVID 19 related items for the NAC project.</p> <p>Note: Source of funding is from the project budget line IPC supplies (Infection Prevention & Control)</p> <ol style="list-style-type: none"> A. Hand sanitizes (70% alcohol)..... 10 ctn B. Nose mask 1000 Pieces C. Chlorine M/S) 2 cans D. Tide soap 4 cartoon E. Spray gun 1 dozen F. Hand sanitizer 2 dozen G. Chloride 10 ctn



San. 19, 2022

San. 19, 2022

			H. Etc.
4.	IFB. NO NAC/proj/NCB/001/2022	Printing & Binding	This package is intended to procure services of vendors engaged in printing, binding and publication. Source of funding is from the budget line "Printing & Binding."
5.	IFB. NO NAC/proj/RFQ/004/2022	Event Catering	This package is intended to procure services of a firm for refreshment during meetings and workshops and seminar.
6.	IFB. NO NAC/proj/RFQ/005/2022	Hall Rental	This package is intended to procure venue for meetings, workshops and seminar.
7.	IFB. NO NAC/proj/RFQ/006/2022	Vehicle Rental	This Package is intended to procure the services of institution engaged in vehicle rental services.

Prepared by: *Mr. Daniel O. Brown*

Mr. Daniel O. Brown
Procurement Director/NAC

Approved by: *Hon. Theodosia S. Kolee*

Hon. Theodosia S. Kolee
Head of Entity/Chairman Procurement Comm./NAC

Date: *Jan 10, 2022*

