

REPUBLIC OF LIBERIA

PUBLIC PROCUREMENT & CONCESSIONS COMMISSION

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA
WEBSITE: www.ppcc.gov/r EMAIL. info@ppcc.gov/r PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/173/'23

August 31, 2023

Hon. Emma Metieh Glassco DIRECTOR GENERAL National Fisheries and Aquaculture Authority (NaFAA) Republic of Liberia

Dear Hon. Glassco:

Subject: <u>RECEIPT AND APPROVAL OF NATIONAL FISHERIES AND AQUACULTURE PROCUREMENT PLAN FOR FISCAL YEAR 2023.</u>

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the National Fisheries and Aquaculture Annual Procurement Plans, Addendum SBA Core Budget and Consultancy Procurement Plan for Fiscal Year 2023 in accordance with Section 40 (3) of the PPCA, 2010.

The Commission wishes to inform the National Fisheries and Aquaculture that its 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 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.

The Public Procurement and Concessions Commission deems it a <u>priority</u> that you remain <u>primarily</u> 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:

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CHIEF EXECUTIVE OFFICE

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Regulating Procurement Compliance for National Development

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National Fisheries and Aquaculture Authority Explanatory Notes SBA Procurement Plan January 1, 2023 to December 31, 2023

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Public	Air Tickets	Office Equipment _ Repairs and Maintenance	Vehicle Rental	Fumigation Services	Catering Services	Petroleum Products	CONTRACT PACKAGE	Ja
-	This contract package is intended to hire the services of a tray of feetbesto supply air tickets to NaFAA when staff are fravelling out of Libertantes, meetings, conferences of other engagements. This will be funded from	This contract package is intended to hire the services of an individual or a firm to repair and maintain all office equipment owned by NaFAA that cannot be repaired by our internal staff. Equipment of such nature includes: Printers, Air Condition, Photocopiers, etc. The procurement will be conducted into LOTS. This contract will be funded from the budget line "General Repairs and Maintenance".	This contract package is intended to hire the services of a firm to supply vehicles for local travel by NaFAA staff to areas within and outside Monrovia. Considering that the locations have not been established yet, the type and number of vehicles cannot be established here. This contract will be funded from the budget line "Rentals".	This contract package is intended to hire the services of a firm to provide furnigation services (spraying of the Head Office and other offices) for NaFAA. This contract will be funded from the budget line "Professional Services".	This contract package is intended to hire the services of a firm to provide catering services as refreshment for meetings and programs organized by the National Fisheries and Aquaculture Authority, within Monrovia and throughout the nine (9) coastal counties. The procurement will be done into LOTS. This contract package will be funded from the budget line "Entertainment - Refreshment for Meetings and Programs".	This contract package is intended to procure fuel and gasoline for use in NaFAA vehicles and generators and for other operations including benefits to staff and other officials. At an estimated unit cost of U\$5.91, we intend to procure 36,865 gallons of petroleum products. This will be procured from the budget line "Fuel".	DETAILED DESCRIPTION	January 1, 2023 to December 31, 2023

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NaFAA/SBA/RFQ/003/2023	IFB No.				PACKAGE CODE	
– ICT Equipment	Repairs and Maintenance			PACKAGE	CONTRACT	
NaFAA has servers, routers, etc. at both of its offices that are prone to breakdown and will need repairs and maintenance and the plan is to have a service provider that will serve our needs, when need be. This contract	Repairs and Maintenance This contract package is intended to hire the services of a firm to repair the ICT equipment owned by NaFAA.	will be used as payment for daily sustenance and incidental expenses to staff visiting other countries.	the budget line "Foreign Travel - Air Tickets. Note that Foreign Travel - DSA amounting to U\$100,000.00		DETAILED DESCRIPTION	

Patrich & Kiadii Procurement Director

Approved by:

Emma Metieh Glasson



