



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/0934/2019

November 22, 2019

Dewitt B. von Ballmoos  
**DIRECTOR GENERAL**  
National Social Security & Welfare Corporation  
Republic of Liberia

Dear Hon. von Ballmoos:

Subject: **RECEIPT AND APPROVAL OF CORE, SBA, AND CONSULTANCY  
PROCUREMENT PLANS FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received approved the **National Social Security & Welfare Corporation** Procurement Plan (Goods, Works and Services) for Fiscal Year 2019/2020 in accordance with Section 40 (3) of the PPCA, 2010. The Commission wishes to inform the National Social Security & Welfare Corporation that its Procurement Plan has been forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotment 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 & Concessions Commission 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 Rosaline Nagbe Kowo (Acty.)  
**CHIEF EXECUTIVE OFFICER**

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

NATIONAL SOCIAL SECURITY & WELFARE CORPORATION (MASSCORP)

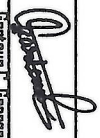
PROCUREMENT PLAN CONSULTANCY

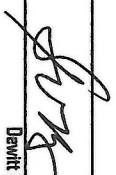
Source of Funding: MASSCORP Internal Revenue  
Fiscal year: 2019 - 2020

BASIC DATA										REQUEST FOR EXPRESSION OF INTEREST, if applicable										IMPLEMENTATION DATES									
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PE RSONS	BUSINESS ACTIVITY	ESTIMATED COST (USD)	SELECTED METHOD	PREP. OF TOR& PC APPROVAL	PUBLICATION OF RFI	RFI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORT LIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION REPORT AND										
1	RFP NO.MASSCORP/DCBS/01/19/20	Actuarial Studies	1 Firm	M7020	\$ 250,000.00	DCBS	7/1/2019	7/15/2019	8/8/2019	8/22/2019	8/30/2019	9/5/2019	9/22/2019	9/23/2019	10/14/2019	10/28/2019	11/7/2019	2/4/2020	6/30/2020										
UPDATE																													
ACTUAL																													
2	RFP NO.MASSCORP/LCS/001/19/20	Fire Safety Consultancy	1 Firm	M7020	\$ 40,000.00	LCS	7/1/2019	7/15/2019	8/8/2019	8/22/2019	8/30/2019	9/5/2019	9/22/2019	9/23/2019	10/14/2019	10/28/2019	11/7/2019	2/4/2020	6/30/2020										
UPDATE																													
ACTUAL																													
3	RFP NO.MASSCORP/DCBS/002/19/	H R Data Consultancy	1 Firm	M7020	\$15,000.00	DCBS	7/1/2019	7/15/2019	8/8/2019	8/22/2019	8/30/2019	9/5/2019	9/22/2019	9/23/2019	10/14/2019	10/28/2019	11/7/2019	2/4/2020	6/30/2020										
UPDATE																													
ACTUAL																													

US\$405,000.00

SUB TOTAL:

Prepared by:   
Bertalan C. George  
Coordinator, General Services

Approved by:   
Devitt B. vonBaltinas  
Director General

Date: 11/11/19


US\$405,000.00  
11/22/19

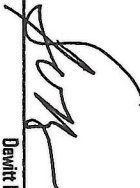


NATIONAL SOCIAL SECURITY & WELFARE CORPORATION (NASSECORP)  
PROCUREMENT PLAN CONSULTANCY

Source of Funding: NASSECORP Internal Revenue  
Fiscal Year: 2019/2020

BASIC DATA																			REQUEST FOR EXPRESSION OF INTEREST, if applicable																			IMPLEMENTATION DATES																			REQUEST FOR PROPOSALS AND APPROVAL OF AWARD																						
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PE RSONS	BUSINESS ACTIVITY	ESTIMATED COST (USD)	SELECTED METHOD	PREP. OF TOR/PC APPROVAL	PUBLICATION OF RECI	RECI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PG APPROVAL- EVALUATION REPORT/SHORT LIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PG APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PG APPROVAL- COMBINED EVALUATION	CONTRACT AWARD & SIGNING	COMPLETION (REPORT) AND																																																												
ANNED 4	RFP NO. NASSECORP/DCBS /003/19/20	Legal Services	1 Firm	M-6190	\$ 118,000.00	DCBS	7/1/2019	7/15/2019	8/8/2019	8/22/2019	8/30/2019	9/15/2019	9/22/2019	9/23/2019	10/14/2019	10/28/2019	11/7/2019	2/4/2020	6/30/2020																																																												
UPDATE ACTUAL																																																																															
ANNED 5	RFP NO. NASSECORP/LCS/O 02/19/20	Alternative Electricity Consulting	1 Firm	M-7020	\$ 85,250.00	LCS	7/1/2018	7/15/2018	8/8/2018	8/22/2018	8/30/2018	9/15/2018	9/22/2018	9/23/2018	10/14/2018	10/28/2018	11/7/2018	2/4/2019	6/30/2019																																																												
UPDATE ACTUAL																																																																															
PLANNED 6	RFP NO. NASSECORP/DCBS /004/19/20	Audit Services	1 Firm	M-6920	\$ 130,000.00	DCBS	7/1/2018	7/15/2019	8/8/2018	8/22/2019	8/30/2019	9/15/2019	9/22/2019	9/23/2019	10/14/2019	10/28/2018	11/7/2018	2/4/2019	6/30/2019																																																												
UPDATE ACTUAL																																																																															
SUB TOTAL: US\$ 333,250.00																																																																															
CONSULTANCY GRAND TOTAL: US\$ 738,250.00																																																																															

Prepared by:   
Gertum L. George  
Coordinator, General Services

Approved by:   
Derritt B. vonBelmonts  
Director General

Date: 11/11/19

for Nov. 21, 2019

  
11/22/19

National Social Security & Welfare Corporation  
General Services Department

Notes to Procurement Plan, FY2019/2020

Consultancy Budget					
No	Contract Package Code	Contract Package	Description of Contract Package	Source	
			Qty	P. Plan Type	Budget
1	RFP NO. NASSCORP/QCBS/001/19/20	ACTUARIAL STUDIES	Funds for the conduct of Actuarial study of the Corporation's viability to consistently meet its obligations to beneficiaries.	Item 1 of Consultancy Procurement Plan for \$ 250,000.00	Item 2, Page 9 of the Budget under Extraordinary Expenditure
2	RFP NO.NASSCORP/LCS/001/19/20	Fire Safety Consultation	In view of the Corporation's move to its newly constructed modern "state of the arts" headquarters, Region One officee as well as the Regional Offices in the other counties this package is intended to secure the service of a firm to conduct comprehensive fire	Item 2 on the Consultancy plan for US\$ 40,000.00.	Decomposed from Item 6, Contractual Services and other services on page 3 of budget.
3	RFP NO.NASSCORP/QCBS/002/19/20	HR Data Consultancy	Package intended to underwrite the cost of upgrading the Human Resources software.	Item 3 on the consultancy plan . Decomposed from item 6 Consultancy @ \$240,250.00 on the cash plan	Decomposed from Item 6 contractual and other services on page 3 of budget.
4	RFP NO. NASSCORP/QCBS/003/19/20	Legal Services	This package is an amalgamation intended to provide funding to underwrite the cost for legal case assignment and retainer fee to external lawyer and probate fees as they arise over the fiscal period .	Item 5 of the Consultancy Plan @ US 127,000.00	Item 27, page 3 of the Budget entitled Legal Case assignment.

2019  
Nov. 21, 2019


11-22/19



5	IFB. NO.NASSCORP/LCS/002/19/20	Alternative Electricity Consulting	Package is intended to initiate and engage the service of Solar Power consulting company with the aim of commissioning solar power at the newly constructed headquarters	1	Item 5 on Consultancy Plan	Decomposed from page 3, item 41 of budget under Headquarters Dedication.
6	RFP NO. NASSCORP/QCBS/004/18/19	Audit Services	Package is intended to provide funding to underwrite the cost of securing independent audit services for the Corporation.	1	Item 6 of the Consultancy Plan @ US\$ 130,000.00.	Item 13 of the budget entitled Audit and Professional Services.

Prepared by:   
 Gartoun C. George  
 Head, Procurement Unit

November 2019

2019 Nov 21, 2019  


R. Agbenyewo  
 Nov/22/19  
