



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/1397/'20

August 17, 2020

Hon. Nathaniel Bracewell, Jr.

ACTING AND DEPUTY DIRECTOR-GENERAL

National Bureau of Concessions

Republic of Liberia

Dear Hon. Bracewell:

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

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Bureau of Concessions Draft Procurement Plan(Core Budget) for FY 2020/2021 in accordance with **Section 40 (3)** of the PPC Act. The Commission however wishes to inform 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 notifications of this information in the tender documents for both framework agreements and advance procurement. For your guidance, the Commission has produced a short note explaining the processes for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>

Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for NBC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your 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 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.

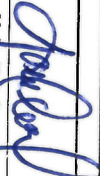
Sincerely Yours

Jargoe Roseanne Nagbe Kowo (Acty).
CHIEF EXECUTIVE OFFICER


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

NATIONAL BUREAU OF CONCESSIONS (NBC)
DRAFT PROCUREMENT PLAN (CORE BUDGET)
COL NATIONAL BUDGET
FISCAL YEAR : 20120/2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA																		
ITEM No:	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PU BLC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	
Planned	1	IFB No.NBC/RFQ/001/20/21	Stationery	G-4761	Assorted	10,000.00	RFQ	6-Jul-20	13-Jul-20	20-Jul-20	27-Jul-20	3-Aug-20	10-Aug-20	17-Aug-20	24-Aug-20	N/A	10-May-21	9-Jul-21
Update																		
Actual																		
Planned	2	IFB No.NBC/RFQ/002/20/21	Scratch Cards	J-6919	Assorted	302.00	RFQ	13-Jul-20	22-Jul-20	29-Jul-20	5-Aug-20	12-Aug-20	19-Aug-20	26-Aug-20	2-Sep-20	N/A	17-May-21	16-Jun-21
Update																		
Actual																		
Grand Total					10,302.00													


Prepared by: 
Aaron Y. B. Konrah
Procurement Manager
National Bureau of Concessions

Date: 7/22/2020

Approved: 
Hon. Nathaniel Bracewell
DDGC / Acting Chairman
Procurement Committee, NBC




8/17/20


Aug/17/2020


NATIONAL BUREAU OF CONCESSIONS (NBC)


Notes to the Procurement Plan (Core Budget)

GOL National Budget

Fiscal Year : 20120/2021

No.	Contract Package Code	Package	Explanatory Note
1	IFB No.NBC/RFQ/001/20/21	Stationery	This package will require the provision of the following by the most responsive bidder through the NCB: Ream of A4 Paper - 60 CTNS, Ream of Paper Legal - 12 CTNS, Poster Sheets - 18 PACKS, A4 Size Note Pads - 48 PACKS, A4 Size Mannila Folder - 24 PACKS, A4 Size Brown Envelop - 24 PACKS, 85A Cartridge - 48 PCS, Ball Pen - 36 PACKS, Box Files - 144 PCS, 128A Color Cartridge - 18 SETS, 728 Cartridge - 16 PCS, 61 Color C cartridge - 36 SETS, 122 Color Cartridge - 12 SETS, 78A Cartridge - 12 PCS, Binding Plastic 15MM - 12 PACKS, Binding Plastic 10MM - 12 PACKS, Binding Plastic 25MM - 12 PACKS, Flap Chart, etc. This Package also includes internal training materials (Stationery) that will be made available to senior management for internal training of employees.
2	IFB No.NBC/RFQ/002/20/21	Scratch Cards	This package includes 30 pieces of Orange Scratch-Cards at USD5 per card and 30 Pieces Orange Scratch-Cards at USD5 per card as well and 2 pieces of both Orange and Lonestar Cards at USD1 per card and one piece each.

Prepared by : 
Aaron Y. B. Konah
Procurement Manager
National Bureau of Concessions

Approved by : 
Hon. Nathaniel Bracewell
Deputy Director General Concessions / Acting Director General/ Acting Chairman
Procurement Committee

Date : 7/22/2020




Aug/17/2020