

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/OIC/042/'23

April 21, 2023

Hon. Henry O. Williams
EXECUTIVE DIRECTOR
National Disaster Management Agency
Republic of Liberia

Dear Hon. Williams:

Subject: **RECEIPT AND APPROVAL OF MINISTRY OF THE NATIONAL DISASTER MANAGEMENT AGENCY
PROCUREMENT PLAN (SBA) FOR FISCAL YEAR 2023.**

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Disaster Management Agency (**NDMA**) submission of its Procurement Plan (SBA). The Commission has received and approves the NDMA Procurement Plan for Fiscal Year 2023 in accordance with **Section 40** (3) of the PPCA, 2010, and informs the NDMA that this 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 counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission."

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 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.

Best regards.

Yours Sincerely,

Stevenson S. Yond
OFFICER IN CHARGE

National Disaster Management Agency
DRAFT PROCUREMENT PLAN (SBA Budget)
Source of Funding: GOL National Budget
Fiscal Year 2023 (January - December)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
ITEM NO	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRA WINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PU BLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED	1	IFB No. NDMAN/CB/001/2023	Guard & Security Services	N8010	1 Firm	\$16,900.00	SS	11/01/2022	11/10/2022	11/18/2022	11/28/2022	01/09/2023	01/17/2023	01/25/2023	02/02/2023	N/A	12/01/23	12/31/23	
UPDATE																			
ACTUAL																			
GRAND TOTAL																\$16,900.00			

prepared by: AAA
Vivian G. Walker
Procurement Director/ NDMA

Approved by: Hon. Williams

Date: 11/4/23

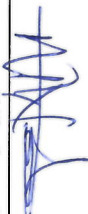


Hon. Henry O. Williams
Chairman Procurement Committee



National Disaster Management Agency
SBA Budget Plan Explanatory Notes
Fiscal Year 2023 (January – December)

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. NDMA/NCB/001/2023	Guard & Security Services	This contract package is from the budget line Guard & Security Services and is intended to hire security guard services to protect NDMA assets from theft at an estimated cost of \$16,900.00 USD.

Prepared By: 
Vivian G. Walker
Procurement Director

Date: _____

