



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/324/'21

August 23, 2021

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

Dear Hon. Williams:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR SPECIAL BUDGET YEAR 2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Disaster Management Agency (NDMA) SBA Procurement Plan for FY 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>

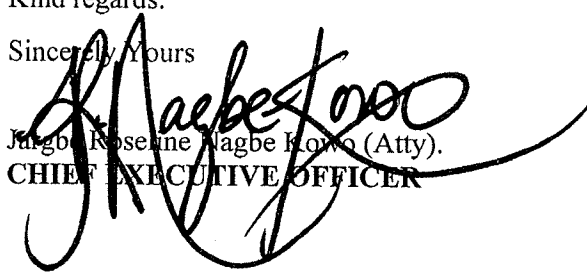
Upon passage of the National Special Budget 2021, you are required to submit a revised/updated procurement plan, detailed budget for NDMA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Budget Year 2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended FY 2020/2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for the Special Budget Year 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


Judge Roseanne Nagbe Komo (Atty).
CHIEF EXECUTIVE OFFICER

National Disaster Management Agency
 PROCUREMENT PLAN (Recurrent SBA Budget)
 Source of Funding: GOL, Recurrent Budget
 Fiscal Year: 2021 (July - 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/ RAV. S	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCTECH SPECS	IMPLEMENTATION DATES				CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	INSPECTION (STAFF AND COMPLT)	ACCEPTANCE & FINAL PAYMENT	REMARKS
											BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT					
PLANNED UPDATE ACTUAL	1	IFB No. NDMA/SBAS/001/Recurrent 2021	Guard & Security Services	N8010	1 Firm	\$12,960.00	SS	07/05/2021	07/13/2021	07/20/2021	N/A	N/A	N/A	N/A	8/20/2021	NV	12/01/21	12/31/21	
PLANNED UPDATE ACTUAL																			
PLANNED UPDATE ACTUAL	2	IFB No. NDMA/SBA/RFQ 01/Recurrent 2021	Petroleum Products (Fuel & Gasoline)	G4661	640.28 Gal	\$7,241.00	RFQ	08/16/2021	08/25/2021	09/08/2021	09/16/2021	9/24/2021	9/30/2021	10/8/2021	10/19/2021	NV	12/01/21	12/31/21	
GRAND TOTAL						\$15,201.00													

Prepared by: *[Signature]*

Vivian G. Walker
 Procurement Director/NDMA

Approved by: *[Signature]*

Hon. Henry O. Williams
 Chairman Procurement Committee

Date: 18/8/21



[Signature]
 Aug 19, 2021



[Signature]
 Aug 19, 2021

National Disaster Management Agency

Recurrent SBA Budget Plan Explanatory Notes

Fiscal Year 2021 (July – December)

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. <u>SS</u> NDMA/SBA/NCB/001/Recurrent Budget/2021	Guard & Security Services	This contract package is from the budget line Guard & Security Services, intended to hire security guard services to protect NDMA assets from thief at an estimated cost of \$12,960.00 USD.
2.	IFB No. NDMA/SBA/RFQ/001/Recurrent Budget/2021	Petroleum Products(Diesel & Gasoline)	This contract package is from the budget Fuel and Lubrication Vehicle & Generator, intended to procure 640.28 gallons of fuel at a unit cost of \$3.80

Prepared By:

[Signature]
Vivian G. Walker
Procurement Director



18/8/21
[Signature]
8/19/2021

[Signature]
Aug 17, 2021