



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/0425/'19

July 19, 2019

Hon. Molewuleh B. Gray

CHAIRMAN

National Investment Commission

Republic of Liberia

Dear Hon. Gray:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to acknowledge receipt of your letter dated July 1, 2019 which sought the approval of the Commission for the National Investment Commission SBA and Non SBA Procurement Plans for FY 2019/2020 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 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for NIC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 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 (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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


Jargbe Rose Jargbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

National Investment Commission
Procurement Plan -Non SBA
Source of Funding Government of Liberia
Fiscal Year 2019/2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Item Code		Cont Package	Business Activity Code	Qty	Est Cost USD	Procurement Method	Tech. Specs	Prepare Bidding Document	Entry/PC App'l	Advertise	Bid Sub/Pub. Opening	Bid Eval Reports	Entry Pc App'l	Cont. Award/Signature	Advance Payment/L C	Delivery	Acceptance & Final Payment	Retn
Planned	1	IFB/No./NIC/RFQ/001/19/20	Repair & Maintenance-		1 Firm	2,000.00	RFQ		13-May-19	20-May-19	11-Jul-19	25-Jul-19	1-Aug-19	5-Aug-19	12-Aug-19	NIL	19-Aug-19	30-Jun-20	
Update				C3312															
Acct.																			
Planned	2	IFB/No./NIC/RFQ/002/19/20	Furnitures		Assorted	4,000.00	RFQ		13-May-19	20-May-19	10-Jul-19	24-Jul-19	30-Jul-19	6-Aug-19	13-Aug-19	NIL	22-Aug-19	30-Jun-20	
Update																			
Actual																			
Planned	3	IFB/No./NIC/RFQ/003/19/20	Repair & Maint- Vehicles		1 Firm	3,000.00	RFQ		14-May-19	21-May-19	12-Jul-19	29-Jul-19	1-Aug-19	8-Aug-19	16-Aug-19	NIL	23-Aug-19	30-Jun-20	
Update																			
Actual																			
Planned	4	IFB/No./NIC/RFQ/004/19/20	Repair & Maint- Civil		Assorted	2,000.00	RFQ		15-May-19	22-May-19	10-Jul-19	24-Jul-19	30-Jul-19	6-Aug-19	13-Aug-19	NIL	22-Aug-19	30-Jun-20	
Update																			
Actual																			
Planned	5	IFB/No./NIC/RFQ/005/19/20	Air Ticket		1 Firm	2,000.00	RFQ		15-May-19	22-May-19	22-Jul-19	7-Aug-19	14-Aug-19	21-Aug-19	28-Aug-19	NIL	4-Sep-19	27-Jun-20	
Update																			
Actual																			
Planned	6	IFB/No./NIC/RFQ/006/19/20	Stationery		Assorted	5,000.00	RFQ		14-May-19	21-May-19	15-Jul-19	31-Jul-19	9-Aug-19	16-Aug-19	23-Aug-19	NIL	30-Aug-19	30-Jun-20	
Update																			
Actual																			
Planned	7	IFB/No./NIC/RFQ/001/19/20	Petroleum Products		G4661	5,866.7gals	RB		7-May-19	14-May-19	21-May-19	11-Jul-19	9-Aug-19	16-Aug-19	23-Aug-19	NIL	6-Sep-19	26-Jun-20	
Update																			
Actual																			
				TOTAL		40,000.00													

Prepared by: 
Boimah K. Gibson
Procurement Officer

Approved by: 
Molewaleh B. Gay
Chairman Chairperson Proc. Comm'te


Date: 14/07/19


all good
July 18, 2019

Provisional
R. May 2019

National Investment Commission
NON-SBA Procurement Plan Explanatory Notes
Source of Funding: Government of Liberia
Fiscal Year: 2019/2020

Item NO.	Contract Package Code	Contract Package	Contract Package Content	AMOUNT
1.	IFBNO/NIC/RFO/001/19/20	REPAIR & MAINT. MACH./EQPT.	The amount indicated under this package is geared towards the repairs and maintenance of Air Conditioners, generator and other equipment. Management will hire a firm base on request. It is drawn from the budget line Repairs and Maintenance, Machinery & equipment.	2,000.00
2.	IFBNO/NIC/RFO/002/19/20	REPAIR & MAINTENANCE OF FURNITURE.	Furniture is disintegrated from the budget package of repair and maintenance of furniture to purchase additional furnitures.	4,000.00
3.	IFBNO/NIC/RFO/003/19/20	REPAIR&MAINTENANCE OF VEHICLES	The amount indicated under this package is geared towards the repair and maintenance of Vehicles. A firm will be hired to execute said job.	3,000.00

Prepared by: 
Boimah K. Gibson
Procurement Officer/ NIC

Approved by: 
Hon. Molewaleh B. Gray
Chairman NIC/Procurement Committee Chair

Date: 10/07/19



May 18, 2019

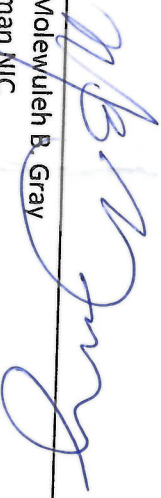

Provisional
7/19/19

National Investment Commission
NON-SBA Procurement Plan Explanatory Notes
Source of Funding: Government of Liberia
Fiscal Year: 2019/2020

Item NO.	Contract Package Code	Contract Package	Contract Package Content	AMOUNT
4.	IFBNO/NIC/RFO/004/19/20	REPAIR & MAINTENANCE CIVIL	The amount indicated under this package is geared towards purchasing of painting materials, plumbing materials and other building material for the repair and maintenance of the building.	2,000.00
5.	IFBNO/NIC/RFO/005/19/20	AIR TICKETS	The amount indicated under this package is geared towards purchasing of air Tickets for the Chairman and Executive Director, drawn from the Budget line Foreign Means of Travel.	2,000.00

**** NON- Residential Building:** The National Investment Commission enters into a contract with the Outland family for the use of the building that is hosting the Commission. Amount indicated under this budget package is, one hundred, twenty-five thousand United States dollars \$ (125,000.00).

Prepared by: 
Boimah K. Gibson
Procurement Officer/ NIC

Approved by: 
Hon. Molewuleh B. Gray
Chairman NIC

Date: 16/07/19

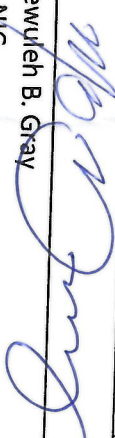
*Reviewed
Proff. A. N. K. K. K.
07/10/19*

*Attended
July 18, 2019*

National Investment Commission
Non -SBA-Procurement Plan
Source of Funding: Government of Liberia
Budget Period 2019/2020

Item NO.	Contract Package Code	Contract Package	Contract Package Content	AMOUNT
6.	IFBNO/NIC/RFO/006/19/20	STATIONERY	<p>This contract package is intended to procure the following stationery items:</p> <ul style="list-style-type: none"> A. A 4 Sheets B. Box Files C. A 4 Manila Folders D. Ball Pens E. Markers F. Writing Pads (Yellow Pads) G. Steno Pads H. Ledgers I. Stick-on-Pads J. Legal Sheets K. Brown Envelops L. White Envelops M. Hanging Folders N. Pen Holder O. Ink P. Cartridges Q. Manila Folders L/S 	5,000.00
				5,000.00

Prepared by: 
Boimah K. Gibson
Procurement Officer/ NIC

Approved by: 
Hon. Molewujeh B. Gray
Chairman NIC

Date: 14/07/19

Attch
July 18, 2019

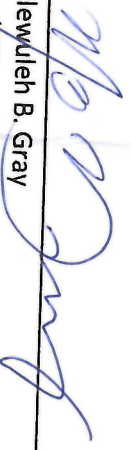
Procurement Officer
07/19/19

National Investment Commission
Non – SBA Procurement Plan
Source of Funding: Government of Liberia
Budget Period 2019/2020

Item NO.	Contract Package Code	Contract Package	Contract Package Content	AMOUNT
7.	IFBNO/NIC/RB/001/19/20	PETROLEUM PRODUCTS	Eight thousands nine hundred and eighteen gallons of Petroleum Products will be purchased at the Unit Price of USD 3.75 considering fluctuation in Petroleum Products price.	22,000.00

NOTE: All of the packages on the Procurement Plans are allotted in United States Dollars.

Prepared by: 
 Boimah K. Gibson
 Procurement Officer/ NIC

Approved by: 
 Hon. Molewuleh B. Gray
 Chairman/NIC

Date: 10/07/19

ALLSD
July 18, 2019

Provisional
10/16/19
10/16/19