



# 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/538/'22

August 22, 2022

Hon. Molewuleh B. Gray  
**CHAIRMAN**  
National Investment Commission  
Republic of Liberia

*Miss Nyia*  
*08/26/22*

Dear Hon. Gray:

Subject: **RECEIPT AND APPROVAL OF NATIONAL INVESTMENT COMMISSION'S SPECIAL PROJECT (SPECIAL ARGO INDUSTRIAL PROCESSING ZONE) PROCUREMENT PLAN FOR FISCAL YEAR 2022**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the National Investment Commission (NIC) Special Project Procurement Plan (Special Argo Industrial Processing Zone) for Fiscal Year 2022 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs the NIC that its Special 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, upon conclusion of stipulated processes.

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 National Investment Commission must submit copies of final contracts to the Commission as required under governing procurement rules.

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,

*Joseph Roseline Nabor Kowo*  
Joseph Roseline Nabor Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICE**


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

18	19	20
Inventory	Acceptance & Final Payment	Remarks
Nov-22	8-Dec-22	
Nov-22	12-Dec-22	
Nov-22	15-Dec-22	
1-Nov-22	28-Dec-22	
0-Oct-22	24-Oct-22	
15-Oct-22	27-Oct-22	



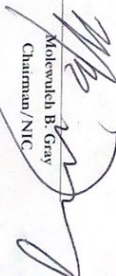
National Investment Commission  
SAPZ - Project Procurement Plan  
Source of Funding: African Development Bank(ADB)  
2022

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)	Procure. Avert	Tech Specs	Prepare Bid Document	Entry/PC Appr.	Advertise	Bid/Quot. Sub/Pub. Opening Same Date	Bid Eval Report	Entry Pg. App II	Cont. Award/ Signature	Advance Payment /LC	Delivery	Acceptance & Final Payment	Remarks	
Planned	1	IFB No NIC/ADB/SAPZ/NCB/001/22	Purchase of Vehicle	G 4510	2	95,000.00	RB	1-Aug-22	15-Aug-22	22-Aug-22	25-Aug-22	22-Sep-22	29-Sep-22	6-Oct-22	27-Oct-22	NIL	10-Nov-22	8-Dec-22	
Update																			
Actual																			
Planned	2	IFB No NIC/ADB/SAPZ/NCB/002/22	Petroleum Product	G 4661	1,490gals	10,430.00	RB	3-Aug-22	17-Aug-22	25-Aug-22	29-Aug-22	26-Sep-22	3-Oct-22	10-Oct-22	31-Oct-22	NIL	14-Nov-22	12-Dec-22	
Update																			
Actual																			
Planned	3	IFB No NIC/ADB/SAPZ/NCB/001/22	Purchase of Laptop Computers and Printers	G 4741	Assorted	19,019.00	NCB	4-Aug-22	18-Aug-22	25-Aug-22	30-Aug-22	27-Sep-22	4-Oct-22	11-Oct-22	1-Nov-22	NIL	15-Nov-22	13-Dec-22	
Update																			
Actual																			
Planned	4	IFB No NIC/ADB/SAPZ/NCB/002/22	Printing of Investment Promotional Materials for Presidential Launch	J5813	1 Firm	15,000.00	NCB	19-Aug-22	2-Sep-22	9-Sep-22	14-Sep-22	12-Oct-22	19-Oct-22	26-Oct-22	16-Nov-22	NIL	30-Nov-22	28-Dec-22	
Update																			
Actual																			
Planned	5	IFB No NIC/ADB/SAPZ/RFQ/001/22	Stationery & Ink	G 4761	Assorted	3,000.00	RFQ	5-Aug-22	12-Aug-22	19-Aug-22	21-Aug-22	4-Sep-22	11-Sep-22	18-Sep-22	2-Oct-22	NIL	9-Oct-22	23-Oct-22	
Update																			
Actual																			
Planned	6	IFB No NIC/ADB/SAPZ/RFQ/002/22	Vehicle Insurance	K 6512	1 Firm	4,750.00	RFQ	8-Aug-22	15-Aug-22	22-Aug-22	25-Aug-22	8-Sep-22	15-Sep-22	22-Sep-22	6-Oct-22	NIL	13-Oct-22	27-Oct-22	
Update																			
Actual																			
		Sub Total				147,199.00													

Prepared by:   
Borthan Gibson  
Head of Procurement

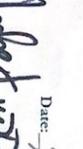


Approved by:

  
Molewuthe B. Gray  
Chairman/NIC



Date:

  
August 14, 2022  
Aug 12/2022

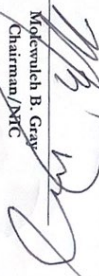


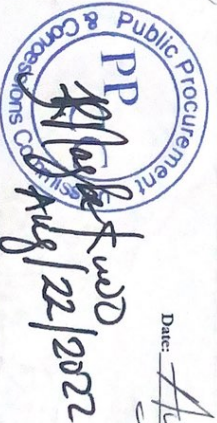
**National Investment Commission**  
**SAPZ - Project Procurement Plan for Goods Explanatory Notes**  
**Source of Funding: African Development Bank(ADB)**  
**2022**

Item No.	Contract Package Code	Contract Package	Content	Procurement Method	Estimated Amount (USD)
1	IFB No: NIC/ADDB/SAPZ/RB/001/22	Purchase of Vehicle	The estimated amount will cover the procurement of Two (2) durable Double Cabin Pick-Ups through a Competitive Bidding Process intended for supervision tours on Project Works and assessment as well as other utilities through out the Project period.	National Competitive Bidding (NCB)	95,000.00
2	IFB No: NIC/ADDB/SAPZ/RB/002/22	Petroleum Products	A National Competitive Bidding process will be done to hire a reliable and efficient service provider through a Framework Contract for the supply of Petroleum Products for the Project utility Vehicles as indicated above. The amount will be the supply of <b>1,490 gallons</b> of Petroleum Products at a Unit cost of \$7.00 USD due to fluctuation in the Petroleum price.	National Competitive Bidding (NCB)	10,430.00
3	IFB No: NIC/ADDB/SAPZ/NCB/001/22	Purchase of Laptop Computers and Printers	Ten (10) pieces Quality Laptops Computers, One (1) heavy duty and One(1) regular Laserjet printers will be procured for use by Project Staff for an expedient and efficient Project Implementation, by hiring a suitable Vendor through a competitive bidding process.	National Competitive Bidding (NCB)	19,019.00
4	IFB No: NIC/ADDB/SAPZ/NCB/002/22	Printing of Investment Promotional Materials for Presidential Launch	A Vendor will be hired through the NCB for the printing of Bill Boards and other Promotional Materials for the Presidential Launch of the SAPZ/SFZA Project.	National Competitive Bidding (NCB)	15,000.00
5	IFB No: NIC/ADDB/SAPZ/RFQ/001/22	Stationery & Ink	A Request for Quotation Procurement process will be done for the selection of best price to a suitable Vendor to supply Stationery items and Cartridges through a Framework Contract for a period of Five (5) Months in line with African Development Bank (ADB) Disbursement policy.	Request For Quotation (RFQ)	3,000.00
6	IFB No: NIC/ADDB/SAPZ/RFQ/002/22	Vehicle Insurance	The Contract amount will do a comprehensive coverage (Insurance) of the Two (2) Double Cabin Project Pick-Ups at a rate of 5% of the Vehicle price including the ECOWAS brown Cards and stickers. A Reliable Insurance Company will be contracted through a Request for Quotation to provide quality Insurance Services.	Request For Quotation (RFQ)	4,750.00
					<b>147,199.00</b>

Prepared by:   
 Bolimah K. Gibson  
 Head of Procurement



Approved by:   
 Molewuchi B. Gay  
 Chairman/MFC



Date: *August 16, 2022*




**National Investment Commission**  
**SAPZ - Project Procurement Plan**  
**Source of Funding: African Development Bank(ADB)**

2022

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)	Posting, Acct	Tech. Specs	Prepare Bid Document	Entry/PC Appr.	Advertise	Bid/Quot. Sub/Pub. Opening Same Date	Bid Exa. Report	Entry/PC Appr II	Cont. Award/ Signature	Advance Payment/ LC	Delivery	Acceptance & Final Payment	Remarks
Planned	7	IFB No. NIC/ A/ADB/ /SAPZ/ /RFQ/003/22	Repair & Maint. Of Vehicle and Spare		1 Firm	2,000.00	RFQ	9-Aug-22	16-Aug-22	23-Aug-22	25-Aug-22	8-Sep-22	15-Sep-22	22-Sep-22	6-Oct-22	NIL	13-Oct-22	27-Oct-22	
Update																			
Actual																			
Planned	8	IFB No. NIC/ A/ADB/ /SAPZ/ /RFQ/004/22	Advertisement & Publication Services		1 Firm	5,000.00	RFQ	10-Aug-22	17-Aug-22	25-Aug-22	27-Aug-22	10-Sep-22	17-Sep-22	24-Sep-22	8-Oct-22	NIL	15-Oct-22	29-Oct-22	
Update																			
Actual																			
Planned	9	IFB No. NIC/ A/ADB/ /SAPZ/ /RFQ/005/22	Scratch Cards	J 6190	250 pcs	1,250.00	RFQ	11-Aug-22	18-Aug-22	25-Aug-22	27-Aug-22	5-Sep-22	12-Sep-22	19-Sep-22	3-Oct-22	NIL	16-Oct-22	24-Oct-22	
Update																			
Actual																			
Planned	10	IFB No. NIC/ A/ADB/ /SAPZ/ /RFQ/006/22	Internet Installation & Subscription		1 Firm	3,800.00	RFQ	17-Aug-22	31-Aug-22	7-Sep-22	9-Sep-22	16-Sep-22	23-Sep-22	30-Sep-22	14-Oct-22	NIL	21-Oct-22	4-Nov-22	
Update																			
Actual																			
Planned	11	IFB No. NIC/ A/ADB/ /SAPZ/ /RFQ/007/22	Office Furniture & Equip.	G 4659	Assorted	5,000.00	RFQ	15-Aug-22	22-Aug-22	29-Aug-22	31-Aug-22	7-Sep-22	14-Sep-22	21-Sep-22	5-Oct-22	NIL	12-Oct-22	30-Oct-22	
Update																			
Actual																			
		Sub Total				17,050.00													
		Grand Total				164,249.00													

Prepared by:   
 Bolimah K. Gibson  
 Head of Procurement



Approved by:   
 Molewale B. Gray  
 Chairman/NIC



Date: August 16, 2022



**National Investment Commission**  
**SAPZ - Project Procurement Plan for Goods Explanatory Notes**  
**Source of Funding: African Development Bank(ADB)**  
**2022**

Items No.	Contract Package Code.	Contract Package	Content	Procurement Method	Estimated Amount (USD)
7	IFB No: NIC/ADB/SAPZ/RFQ/003/22	Repair & Maint. of Vehicle & Spare parts	The Project Implementing Agency will enter into a contract with a reliable Firm through RFQ procedures for a period of Five (5) Months, to provide quality materials and maintenance services for SAPZ Project utility Vehicles.	Request For Quotation (RFQ)	2,000.00
8	IFB No: NIC/ADB/SAPZ/RFQ/004/22	Advertisement & Publication Services	The Amount will be used for the Advertisement of all Bids and other Publication services through a Request For Quotation (RFQ) bidding process for a period of Five (5) Months.	Request For Quotation (RFQ)	5,000.00
9	IFB No: NIC/ADB/SAPZ/RFQ/005/22	Scratch Cards	A Vendor will be hired through RFQ method for the Provision of Scratch Cards to Project Staff on a monthly basis for communication to coordinate Project activities for effective implementation	Request For Quotation (RFQ)	1,250.00
10	IFB No: NIC/ADB/SAPZ/RFQ/006/22	Internet Installation & Subscription	Through an RFQ, a Firm will be selected to provide quality and reliable internet services to enable Project Staff a smooth implementation of Project deliverables.	Request For Quotation (RFQ)	3,800.00
11	IFB No: NIC/ADB/SAPZ/RFQ/007/22	Office Furniture & Equip.	Office Chairs, Desk, Single workstations or Cables, few Cabinets and other necessary Office equipment will be procured through a Request for Quotation procedures from a suitable Vendor to have a smooth working environment.	Request For Quotation (RFQ)	5,000.00
<b>Sub Total</b>					17,050.00
<b>Grand Total</b>					164,249.00

Prepared by:   
 Boimah K. Gibson  
 Head of Procurement



Approved by:   
 Molevutah B. Gray  
 Chairman/NIC



Date: August 16, 2022