



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/0933/'19**

November 21, 2019

Hon. J. Tiah Nagbe
EXECUTIVE DIRECTOR
National Identification Registry
Republic of Liberia

Dear Hon. Nagbe:

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

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Identification Registry SBA and Non SBA Procurement Plan 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 NIR'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 Roseline Nagbe Kowo (Atty)
CHIEF EXECUTIVE OFFICER


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

National Identification Registry
Procurement Plan (Non SBA Budget)
Source of Funding: Government of Liberia
Fiscal Year 2019/2020

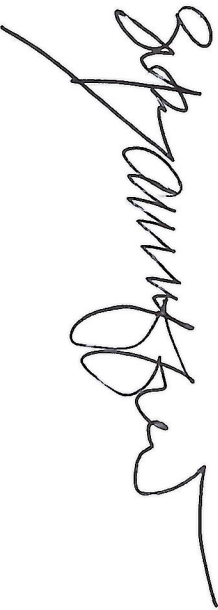
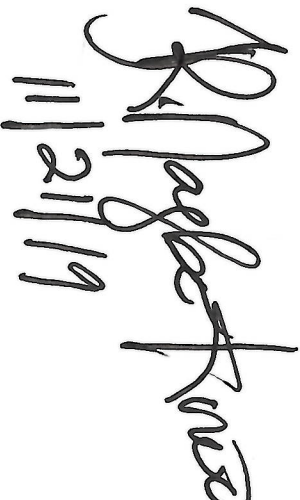
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
|-------------|----------------|------------------------------|-------------------------|-------------------------------|------------|---------------------------|---------------------------|-------------------------------------|------------------------------|--|------------------------------------|---------------------------------------|-------------------------------------|------------------------------------|------------------------------------|--------------------------------------|--|
| | | BASIC DATA | | | | | | | | | | IMPLEMENTATION DATES | | | | | |
| | Item No | Package Number (CODE) | Contract Package | Business Activity Code | QTY | ESTIMATED COST USD | PROCUREMENT METHOD | TECHNICAL SPECS/BOQ/D RAWING | PREP. OF BID DOCUMENT | PC APPROVAL- BID DOC/TECHSPE CS | BID INVITATION& RELEASE | BID SUBMISSION/P UBLIC OPENING | SUBMISSION OF BID EVALUATION | PC APPROVAL- BID EVALUATION | CONTRACT AWARD& SIGNING | ADVANCE PAYMENT(M OBILIZATION | DELIVERY, INSPECTION(S UBSTANT) |
| Planned | 1 | IFB No.NIR/RFQ/001/19/20 | Office Stationery | G-4761 | Assorted | 4,200.00 | RFQ | 23-Jun-19 | 30-Jun-19 | 7-Jul-19 | 14-Jul-19 | 28-Jul-19 | 11-Aug-19 | 25-Aug-19 | 2-Sep-19 | N/A | 20-Jan-20 |
| Update | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | |
| Planned | 2 | IFB No.NIR/RFQ/001/19/20 | Computer Software | G-4741 | Assorted | 1,200.00 | RFQ | 2-Jul-19 | 9-Jul-19 | 16-Jul-19 | 23-Jul-19 | 6-Aug-19 | 20-Aug-19 | 3-Sep-19 | 11-Sep-19 | N/A | 29-Jan-20 |
| Update | | | | | | | | | | | | | | | | | |
| Actual | | | | | | | | | | | | | | | | | |
| Grand Total | | | | | | 5,400.00 | | | | | | | | | | | |

Signed: 
 Momolu V. Sirleaf/Procurement Director

Date 09/05/19

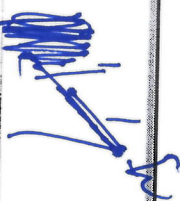
Approved By: 
 J. Tiah Magbe/Exective Director

Date: 10/2/19





National Identification Registry
Procurement Plan Explanatory Notes (SBA Budget)
Source of Funding: Government of Liberia
Fiscal Year 2019/2020

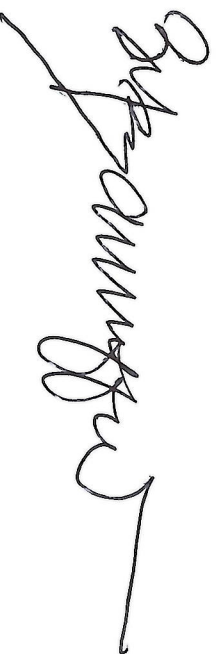
| Item No. | Contract package Code | Contract Package | Content of Contract Package |
|----------|---------------------------|-------------------|---|
| 1. | IFB NO.NIR/RFQ/001/19/20 | Office Stationery | This package is intended to procure assorted stationery items namely: box file, hanging folders, envelopes, ream of sheets, cartridges, desk trays, note pads, etc. this will be taken from the budget line of Stationery |
| 2. | IFB No. NIR/RFQ/002/19/20 | Computer Software | This package is intended to procure computer software: antivirus, software renewal, Microsoft suit, etc. it will be taken from the budget line of Computer Software Renewal License. |

Prepared by: 
Momolu V. Sirleaf
Procurement Officer

Date: 9/5/2019

Approved by: 
Hon. J. Tiah Nagbe
Executive Director

Date: 10/2/19


11/21/19