



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/0681/'19

September 30, 2019

Hon. Bill T. Twehway
MANAGING DIRECTOR
National Port Authority
Republic of Liberia

Dear Hon. Twehway:

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 Port Authority SBA, Non SBA and Consultancy 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>

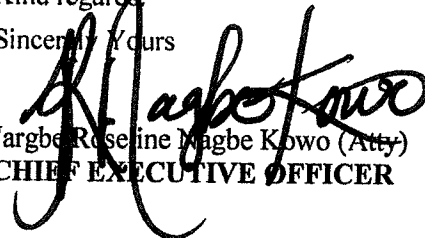
Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for NPA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

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 Magbe Kowo (Atty)
CHIEF EXECUTIVE OFFICER

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



NATIONAL PORT AUTHORITY (NPA)
CONSULTANCY SERVICES PROCUREMENT PLAN (SBA CORE BUDGET)
SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE
FISCAL PERIOD: 2019/2020



FISCAL PERIOD: 2019/2020																														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21										
BASIC DATA								REQUEST FOR EXPRESSION OF INTEREST													IMPLEMENTATION									
								REQUEST FOR PROPOSAL AND APPROVAL OF AWARD																						
Item	PACK NUMBER (Code)	Contract Package	Bus. Act. Code	No. of FIRMS/P ERSONS	Estimated Cost	SELECT ION Method	PREP. OF TOR & PC APPROVAL	PUBLICAT ION OF REOI	REOI CLOSING/ OPENING	SUBMISSIO N OF EVALIATI ON	PC APPROVA L EVALUAT	PREPARA TION & SUBMISSI ON OF	PC APPROVA L-FINAL TOR/REP	INVITATIO N OF PROPOSAL S	PROPOSAL SUBMISSI ON	SUBMISSION OF TECHNICAL & FINANCIAL	PC APPROVAL COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT & PAYMENT											
Planned Update	1	NPA/SBA/QCB S/001/19/20	Audit Services	M6920	1 Firm	75,000	QCBS	8-Oct-19	15-Oct-19	5-Nov-19	19-Nov-19	3-Dec-19	31-Dec-19	14-Jan-20	28-Jan-20	25-Feb-20	24-Mar-20	7-Apr-20	5-May-20	2-Jun-20										
Actual																														
Planned Update	2	RFP NO. NPA/SBA/QCB S/002/19/20	ERP System(Accounting Package)	M6920	1 Firm	300,000	QCBS	23-Oct-19	30-Oct-19	20-Nov-19	4-Dec-19	18-Dec-19	15-Jan-20	29-Jan-20	12-Feb-20	11-Mar-20	8-Apr-20	22-Apr-20	20-May-20	17-Jun-20										
Actual																														
Planned Update	3	RFP NO. NPA/SBA/QCB S/003/19/20	Port Facility Assessment Plan	N8020	1 Firm	25,000	QCBS	27-Oct-19	3-Nov-19	24-Nov-19	8-Dec-19	22-Dec-19	19-Jan-20	2-Feb-20	16-Feb-20	15-Mar-20	12-Apr-20	26-Apr-20	24-May-20	21-Jun-20										
Actual																														
		GRAND TOTAL				400,000.00																								

NATIONAL PORT AUTHORITY

Procurement Plan Explanatory Notes (Consultancy Service)


Fiscal Year: 2019/2020

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	RFP NO. NPA/SBA/QCBS/001/ 19/20	Audit Services	This contract package is intended to: Study, inspect, examine, survey, scrutinize, investigate NPA's financial statements to ascertain how the NPA financial statements presents a true and fair view.
2	RFP NO. NPA/SBA/QCBS/002/ 19/20	ERP System(Accounting Package)	This contract package is intended to: Upgrade the accounting system and built capacity of staffers in the finance department
3	RFP NO. NPA/SBA/QCBS/003/ 19/20	Port Facility Assessment Plan	This contract package is intended to: Hire a security firm to compile all the International Ship and Port Security (ISPS) related activities in the Freeport of Monrovia, Buchanan, Greenville & Harper as of the date of the last inspection by the US Navy including new infrastructure development and security related alert.

NO.	Item	Amount	Disclosure
1	Professional fees	900,000.00	Allocation for minor services (daily hire, casual workers, vacation students etc) that are not contained in NPA monthly payroll system

Prepared by : 
Nyemah Nyanway
Procurement Director

CEB
September 30, 2019

Approved by : 
Mr. Bill T. Twelway
Managing Director/Chairman Proc. Committee

9/30/19

Date: *Sept 10, 2019*