



Republic of Liberia  
**Public Procurement & Concessions Commission**  
Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto: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**

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

NATIONAL PORT AUTHORITY  
PROCUREMENT PLAN (NON SEA CORE BUDGET)  
SOURCE OF FUNDING: NATIONAL PORT AUTHORITY INTERNALLY GENERATED REVENUE  
FISCAL PERIOD 2019/2020

| 1          | 2                         | 3                                     | 4              | 5        | 6              | 7                  | 8                                | 9                     | 10                                 | 11                                   | 12                              | 13                                  | 14                              | 15                       | 16                             | 17  | 18                         | 19      | 20 |
|------------|---------------------------|---------------------------------------|----------------|----------|----------------|--------------------|----------------------------------|-----------------------|------------------------------------|--------------------------------------|---------------------------------|-------------------------------------|---------------------------------|--------------------------|--------------------------------|---|----------------------------|---------|----|
| BASIC DATA |                           |                                       |                |          |                |                    |                                  | IMPLEMENTATION        |                                    |                                      |                                 |                                     |                                 |                          |                                |   |                            |         |    |
| Item       | Code                      | Contract Package                      | Bus. Act. Code | Qty.     | Estimated Cost | Procurement Method | Technical Specs / BOQ / Drawings | Prep. Of Bid Document | PC Approval - Bid Doc / Tech Specs | Bid Invitation & Release of Bid Doc. | Bid Submission / Public Opening | Submission of Bid Evaluation Report | PC App. - Bid Evaluation Report | Contract Award / Signing | Advance Payment (mobilization) | Delivery, Inspection (Substantial Completion) | Acceptance & Final Payment | Remarks |    |
| 1          | IFB NO. NPA/NCB/001/19/20 | Inland Port Development               | F4290          | 1 firm   | 300,000        | NCB                | 28-Aug-19                        | 18-Sep-19             | 2-Oct-19                           | 30-Oct-19                            | 22-Nov-19                       | 16-Dec-19                           | 4-Jan-20                        | 1-Feb-20                 | N/A                            | 11-Mar-20                                     | 18-Jun-20                  |         |    |
| 2          | IFB NO. NPA/NCB/001/19/20 | Capital Dredging Morotia Port         | F4290          | 1 firm   | 6,000,000      | ICB                | 1-Aug-19                         | 29-Aug-19             | 12-Sep-19                          | 26-Sep-19                            | 7-Nov-19                        | 5-Dec-19                            | 26-Dec-19                       | 23-Jan-20                | N/A                            | 2-Apr-20                                      | 21-Jun-20                  |         |    |
| 3          | IFB NO. NPA/NCB/002/19/20 | Pavement of Freport Internal Slabwalk | F4210          | 1 firm   | 300,000        | NCB                | 13-Aug-19                        | 3-Sep-19              | 17-Sep-19                          | 24-Sep-19                            | 22-Oct-19                       | 12-Nov-19                           | 26-Nov-19                       | 24-Dec-19                | N/A                            | 2-Apr-20                                      | 14-Jun-20                  |         |    |
| 4          | IFB NO. NPA/NCB/003/19/20 | Fire Truck                            | G4510          | 1 PC     | 250,000        | NCB                | 29-Aug-19                        | 19-Sep-19             | 3-Oct-19                           | 10-Oct-19                            | 7-Nov-19                        | 28-Nov-19                           | 12-Dec-19                       | 9-Jan-20                 | N/A                            | 18-Apr-20                                     | 29-Jun-20                  |         |    |
| 5          | IFB NO. NPA/NCB/004/19/20 | Ranch Stocker                         | G4659          | 1 PC     | 500,000        | NCB                | 5-Aug-19                         | 26-Aug-19             | 9-Sep-19                           | 16-Sep-19                            | 14-Oct-19                       | 4-Nov-19                            | 18-Nov-19                       | 16-Dec-19                | N/A                            | 25-Mar-20                                     | 16-Jun-20                  |         |    |
| 6          | IFB NO. NPA/NCB/005/19/20 | Generators                            | G4659          | 2 PCS    | 100,000        | NCB                | 7-Aug-19                         | 28-Aug-19             | 11-Sep-19                          | 18-Sep-19                            | 16-Oct-19                       | 6-Nov-19                            | 29-Nov-19                       | 16-Dec-19                | N/A                            | 27-Mar-20                                     | 18-Jun-20                  |         |    |
| 7          | IFB NO. NPA/NCB/006/19/20 | Office Furniture                      | G4759          | Assorted | 234,569        | NCB                | 9-Aug-19                         | 30-Aug-19             | 13-Sep-19                          | 20-Sep-19                            | 18-Oct-19                       | 8-Nov-19                            | 22-Nov-19                       | 20-Dec-19                | N/A                            | 29-Mar-20                                     | 20-Jun-20                  |         |    |
| 8          | IFB NO. NPA/NCB/001/19/20 | Office Curtains                       | G4753          | Assorted | 10,000         | RFQ                | 9-Aug-19                         | 30-Aug-19             | 13-Sep-19                          | 20-Sep-19                            | 4-Oct-19                        | 25-Oct-19                           | 8-Nov-19                        | 6-Dec-19                 | N/A                            | 15-Mar-20                                     | 6-Jun-20                   |         |    |
| 9          | IFB NO. NPA/NCB/007/19/20 | Office Equipment                      | G4759          | Assorted | 149,575        | NCB                | 13-Aug-19                        | 3-Sep-19              | 17-Sep-19                          | 24-Sep-19                            | 22-Oct-19                       | 12-Nov-19                           | 26-Nov-19                       | 24-Dec-19                | N/A                            | 2-Apr-20                                      | 14-Jun-20                  |         |    |
| 10         | IFB NO. NPA/NCB/001/19/20 | Vehicles                              | F4510          | 11 PCS   | 542,000        | RB                 | 15-Aug-19                        | 5-Sep-19              | 19-Sep-19                          | 26-Sep-19                            | 24-Oct-19                       | 14-Nov-19                           | 28-Nov-19                       | 26-Dec-19                | N/A                            | 4-Apr-20                                      | 26-Jun-20                  |         |    |
| 11         | IFB NO. NPA/NCB/008/19/20 | Salicy Materials                      | G4659          | Assorted | 125,000        | NCB                | 19-Aug-19                        | 9-Sep-19              | 23-Sep-19                          | 30-Sep-19                            | 28-Oct-19                       | 18-Nov-19                           | 2-Dec-19                        | 30-Dec-19                | N/A                            | 6-Apr-20                                      | 30-Jun-20                  |         |    |
|            |                           |                                       | Subtotal       |          | 8,511,144      |                    |                                  |                       |                                    |                                      |                                 |                                     |                                 |                          |                                |   |                            |         |    |

Prepared By:   
Nymrah Nyamway  
Procurement Director

Approved By:   
Dr. Bill T. Nyamway  
Managing Director, Chairman Proc. Committee

Date: Sept 19, 2019

ALL  
September 30, 2019

9/30/19

Provisional  
09/10/20



## FISCAL PERIOD 2019/2020

John

*R.A.*

Date: Sept 10, 2019

Prepared By: Nyemah Nyanway  
Procurement Director

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Approv  
Managing Director, Chairma

# NATIONAL PORT AUTHORITY

## Procurement Plan Explanatory Notes

### (Core Budget)

### Fiscal Year: 2019/2020

| Item NO. | Contract Package Code      | Contract Package                       | Content of Contract Package   |
|----------|----------------------------|--|---|
| 1.       | IFB NO. NPA/NCB/001/ 19/20 | Inland Port Development                | <p>This contract package is intended to:</p> <p>Begin the process to construct inland port in Kpooapa, Nimba County which will be used as intermodal terminal directly connected by road or rail to seaport and operating as a centre for the transshipment of sea cargo to needed destination.</p> |
| 2.       | IFB NO. NPA/ICB/001/ 19/20 | Capital Dredging-Monrovia Port         | <p>This contract package is intended to:</p> <p>Dredge the main channel intensively to 13ft or more in the basin ( dredging sand and silt from the basin to allow main land vessel navigate safely for port operational purposes)</p>   |
| 3.       | IFB NO. NPA/NCB/002/ 19/20 | Pavement of Freeport Internal Sidewalk | <p>This contract package is intended to:</p> <p>A. Construct and pave 1.5km sidewalk from the berth to the log field in the Freeport of Monrovia.</p>   |
| 4.       | IFB NO. NPA/NCB/003/ 19/20 | Fire Truck                             | <p>This contract package is intended to procure:</p> <p>One (1 pc) fire truck with fire fighter's tools box containing ladders, rescue equipment and other tools to enable personnel to support firefighting activities</p>   |
| 5.       | IFB NO. NPA/NCB/004/ 19/20 | Reach Stacker                          | <p>This contract package is intended to procure:</p> <p>One (1 pc) of reach stacker for handling intermodal cargo containers (to transport containers in short distances very quickly and pile them in various rows depending on it access)</p>   |
| 6.       | IFB NO. NPA/NCB/005/ 19/20 | Generators                             | <p>This contract package is intended to procure:</p> <p>Two (2 pcs) pieces of generators 350KVA &amp; 150 KVA for the Freeport of Monrovia and Greenville costing USD 75,000 &amp; 25,000 respectively.</p>   |

  
 9/30/19

Attach  
 September 30, 2017



|     |                            |                            |  |
|-----|----------------------------|----------------------------|--|
| 7.  | IFB NO. NPA/NCB/006/ 19/20 | Office Furniture & Fitting | <p>This contract package will be used to procure the below listed items:</p> <ul style="list-style-type: none"> <li>A. 10 pcs assorted sofa sets</li> <li>B. 200 pcs assorted desk trays</li> <li>C. 8 pcs assorted conference room sets</li> <li>D. 150 pcs assorted ordinary tables</li> <li>E. 36 pcs of executive &amp; semi executive desks, etc</li> </ul> <p>This amount is contained in the budget line office furniture &amp; fitting</p>   |
| 8.  | IFB NO. NPA/RFQ/001/ 19/20 | Office Curtains            | <p>This contract package will be used to procure the below listed items</p> <p><b>158</b> Sets of design curtains for offices</p> <p><b>Note:</b> the amount for the curtains are contained in the budget line “ office furniture &amp; fitting”</p>   |
| 9.  | IFB NO. NPA/NCB/007/ 19/20 | Office Equipment           | <p>This contract package will be used to procure the below listed items:</p> <ul style="list-style-type: none"> <li>A. 40 pcs cabinet</li> <li>B. 2 pcs car wash machines</li> <li>C. 25 pcs cleaning kit for ID Card printers</li> <li>D. 40 pcs printers</li> <li>E. 50 pcs computer sets</li> <li>F. 10 pcs digital camera</li> <li>G. 10 pcs manual type writers</li> <li>H. 22 pcs photocopier</li> <li>I. 48 pcs laptop</li> <li>J. 6 pcs paper shredder, 50 pcs of air conditioners, 38 pcs of water cooler and 35 pcs of mini ice boxes are included in this package.</li> </ul> |
| 10. | IFB NO. NPA/RB/001/ 19/20  | Vehicles                   | <p>This contract package is intended to procure the following vehicles:</p> <p>8 pcs 6 cylinders double cabin pickup (utility) &amp; 3psc SUV</p>  |
| 11. | IFB NO. NPA/NCB/008/ 19/20 | Safety Materials           | <p>This contract package will be used to procure:</p> <p><b>Lot 1</b></p> <ul style="list-style-type: none"> <li>A. Safety boots</li> <li>B. Safety helmet</li> <li>C. Search lights</li> <li>D. Shovels</li> <li>E. VHF communication, etc</li> </ul> <p>Note this contract package is taken from the budget line “ISPS Capital Project”</p>  |
| 12. | IFB NO. NPA/ICB/003/ 19/20 | Construction of Drainages  | <p>This contract package is intended to:</p> <p>Construct external drainages along the main streets of the Freeport of Monrovia. This budget line is contained in NPA Special Project (external drainages)</p>   |

Ordered  
September 30, 2019

9/30/19


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|-----|----------------------------|---------------------------------|---|
| 13. | IFB NO. NPA/NCB/009/ 19/20 | Stationery & Supplies           | <p>This contract package will be used to procure:</p> <p>Assorted stationery:</p> <p>A. A4 sheet -744 boxes</p> <p>B. Legal sheet -708 boxes</p> <p>C. 400 ctns correction fluid</p> <p>D. 200 pen &amp; 10 pcs drafting pens</p> <p>E. 200 pencil &amp; 20 pcs white boards</p> <p>F. 500 pcs staple machine</p> <p>G. 1500 ctns stick on pad</p> <p>H. 1000 packs folders, etc</p> <p>I. 1500 pcs of Delta</p> <p>J. 1500 pcs Sanitizer</p> <p>K. 250 ctns soft tissue</p> <p>L. 225ctns paper towel, etc</p>   |
| 14. | IFB NO. NPA/NCB/010/ 19/20 | Air Tickets                     | <p>This contract package is intended to:</p> <p>Hire the services of traveling firm in the amount of <b>USD99,759</b> while the amount of <b>USD 150,000</b> is allotted for perdiem &amp; accommodation. This package is contain in budget item "Traveling &amp; Perdiem Foreign"</p>  |
| 15. | IFB NO. NPA/NCB/011/ 19/20 | Cartridges (Printing Materials) | <p>This contract package will be used to procure:</p> <p>Assorted ink:</p> <p>A. 12A-50 pcs ink</p> <p>B. 49A-45 pcs ink</p> <p>C. T-Cartridge 48-pcs</p> <p>D. 35A 20 pcs ink</p> <p>E. 53A 20 pcs ink</p> <p>F. 901/2-18 pcs ink</p> <p>G. 530A- 20 pcs ink</p> <p>H. 531A-15 pcs ink</p> <p>I. 728-95 pcs ink</p> <p>J. 85A- 20 pcs ink</p> <p>K. 05A-24- pcs ink</p> <p>L. 35IPR-15- pcs ink</p> <p>M. 21/22-30 pcs ink</p> <p>N. 322A- 25 pcs ink</p> <p>O. 126A- 18 pcs ink</p> <p>P. 27/28 15 pcs ink, etc..</p> <p><b>Note:</b> The budget line is referred to as " Printing &amp; Publication"</p> |

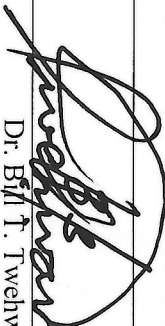
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|-----|----------------------------|--|---|
| 16. | IFB NO. NPA/NCB/012/ 19/20 | Vehicles Insurance                           | This contract package will be used to procure:<br>Comprehensive and Third Party Vehicle Insurance will account for <b>USD80,909</b> , while the amount of <b>USD 10,000</b> will be deposited in GOL revenue account through the Ministry of Transport as registration for NPA fleet of vehicles. This aspect is captioned in the vehicle insurance/registration component of the budget  |
| 17. | IFB NO. NPA/NCB/013/ 19/20 | Equipment & Software for ISPS Implementation | This contract package will be used to procure:<br>Specialized ID Card printers for Access Pass production:<br>A. 400 DTC 550 ribbon (YMCKO)<br>B. 600 pcs lamination film<br>C. 8pcs cameras<br>D. ID Card software two user)<br>E. 100000 PVC plain card<br>F. 800 signage (Security Level 3 in 1, No Pass No Access, Restricted Area, No Smoking, NPA Private Property No Trespassing etc..)<br><b>Note:</b> This package is contain in ISPS Implementation component of the budget |
| 18. | IFB NO. NPA/SS/001/ 19/20  | Vehicles Repairs & Maint. Services           | This contract package is intended to :<br>Service 10 pcs of vehicles (pick-ups & sedans) we intend to procure. We apply Sole Source because we will appreciate the same company (winner)to provide services because of the brand of vehicles upon procurement.  |


| Disclosure |                                    |                  |
|------------|------------------------------------|------------------|
| N0.        | Item                               | Amount           |
| 1          | Water and Sewage                   | 2,119.00         |
| 2          | Public Relations (Media Relations) | 75,000.00        |
| 3          | Construction work                  | 2,000,000        |
|            | <b>Total</b>                       | <b>2,077,119</b> |

Prepared by :   
Nyemah Nyanway  
Procurement Director

Approved by :   
Dr. Biff T. Twelway  
Managing Director/Chairman Proc. Committee

Date: Sept. 10, 2019

attest  
Sept 30, 2019

  
9/30/19

  
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