



Republic of Liberia  
**Public Procurement & Concessions Commission**

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

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Ref: PPCC/RL/CEO/628/'22

October 18, 2022

Mr. Boniface D. Satu  
**CHIEF EXECUTIVE OFFICER**  
National Road Fund  
Republic of Liberia

Dear Mr. Satu:

Subject: **"RECEIPT AND APPROVAL OF THE NATIONAL ROAD FUND SPECIAL PROJECT  
UPDATED PROCUREMENT PLAN PROCUREMENT 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 Road Fund Special Project, Updated Procurement Plan to Sole Source United Motor Company for the extension of the existing contract for the supply of additional **3(three) vehicles**, in accordance with Section 55 (b) and 40 (3) of the PPCA. The Commission informs the NRF that its Special Project updated 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 NRF is advised to utilize PPCA Section 56(1), and negotiate with the indicated Vendor for reduction in quoted cost given the requested Sole Source Procurement Method.**

The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. 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 Public Procurement and Concessions Commission admonishes and deem 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 public procurement and concessions processes.

Yours sincerely,

  
Leticia Rosemary Nagnie Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

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



Republic of Liberia  
**National Road Fund Office**  
9<sup>TH</sup> & 10<sup>TH</sup> Streets, Payne Avenue, Building #134  
Monrovia, Liberia



Office of the National Road Fund Chief Executive Officer  
BDS-CEO/NRF-RL/63/2022

September 19, 2022

Hon. Jarge Roseline Nagbe Kowo (ATTY.)  
**Chief Executive Officer**  
Public Procurement and Concessions Commission  
Capitol Hill  
Monrovia, Liberia

**Dear Atty. Kowo:**

Subject: **SUBMISSION FOR APPROVAL OF THE NATIONAL ROAD FUND (NRF) SPECIAL PROJECT (ARMEP) UPDATED PROCUREMENT PLAN AND REQUEST FOR "NO OBJECTION" TO EXTEND VEHICLE CONTRACT WITH UNITED MOTORS COMPANY**

We present our compliments and herewith submit the NRF updated project procurement plan in line with Section 40 of the PPCA. Furthermore, we request "No Objection" to extend contract with United Motors Company consistent with section 55(b) of the PPCA.

The NRF, after obtaining procurement plan provisional approval from the Commission, conducted a competitive process in line with provisions of the PPCA for the fiscal year 2022. The process led to United Motors Company emerging as the most responsive bidder for the supply of seven units of vehicles.

Notwithstanding, the need for additional three (3) vehicles has become necessary for the supervision of roads and bridges maintenance. The NRF has received additional funding (US\$147,200.00) from ARMEP for the procurement of the three (3) vehicles for this fiscal year 2022.

Therefore, to ensure efficiency, we kindly request "No Objection" to extend existing contract with United Motors Company consistent with section 55 (b).

Thanks for usual cooperation and understanding.

Best regards,

Mr. Boniface D. Satu  
**Chief Executive Officer, National Road Fund, R.L**



*Received:  
Dennis Taylor  
Sept. 23, 2022  
Time: 3:12*



NATIONAL ROAD FUND  
SPECIAL PROJECT UPDATED PROCUREMENT PLAN (Core budget)  
Source of Funding: Annual Road Maintenance Expenditure Program  
Fiscal year: 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA							IMPLEMENTATION DATES									
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINE SS ACTIVIT Y CODE	ESTIMATED COST (USD)	PROC UREM ENT METH OD	TECHNICAL SPECS/BOQ/ DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/P UBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNED	1.	IFB NO.NRF/ARMEP /MPW/PROJ/RB /001/2022	Vehicles Purchase	5 UNITS	G-4519	US\$178,500.00	RB	3/10/22	3/24/22	3/31/22	4/07/22	5/05/22	5/12/22	5/19/22	5/26/22	NA	5/31/22	6/23/22
UPDATE		IFB NO.NRF/ARMEP /MPW/PROJ/RB /001/2022	Vehicles Purchase	10 UNITS	G-4519	US\$427,351.01	RB	9/10/22	9/24/22	9/31/22	10/07/22	11/05/22	11/12/22	11/19/22	11/26/22	NA	11/31/22	12/23/22
ACTUAL																		
GRAND TOTAL:		US \$ 427,351.01																

Prepared by: Tracy Kromah Date: 9/19/2022

Approved by: Boniface D. Satu Date: 9/19/2022

Tracy Kromah  
Procurement Assistant  
National Road Fund

Boniface D. Satu  
Chief Executive Officer  
National Road Fund

\*NRF must seek cost negotiation reduction in accordance with para Section 56(1)



**NATIONAL ROAD FUND**  
**SPECIAL PROJECT UPDATED PROCUREMENT PLAN (Core budget)**  
**Explanatory Notes**  
**Fiscal year: 2022**

IS	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	CONTENT OF CONTRACT PACKAGE
	IFB NO.NRF/ARMEP/PROJ/RB/001/2022	Vehicles Purchase	Initially, this contract package was supported from the budget line D 4b.7 Social Responsibility and logistical support, out of which the amount of US\$178,500.00 was drawn, intended to procure five vehicles. Herewith, a Project Procurement Plan was submitted and approved by the commission for the sole intention to procure the 5units of vehicles to be used for the smooth implementation of the Annual Road Maintenance Expenditure Program (ARMEP). After further assessment of the program and consultation with end-users, the need for two (2) vehicles became paramount during the procurement of the above mentioned five vehicles. Therefore, additional funding was provided in the amount of US\$101,651.01 from the D 4b.7 program Supports-Logistics and Capital Purchases line, an updated Project Procurement Plan was submitted and approved by the Commission for the procurement of the two(2units). Herein, the smooth implementation and supervision of roads and bridges maintenance is essential for the need of additional three (3 units) vehicles, supported from the budget line aforementioned and funding source. Therefore, the amount US\$147,200.00 has been allocated for the procurement of three vehicles, and consequently summing up to the total of 10 Units of vehicles in consultation with the program. The sole source Procurement method will be initiated for the procurement of the additional three(3units) vehicles.



Prepared by: Tracy Kromah Date: 9/19/2022

Tracy Kromah  
Procurement Assistant  
National Road Fund



10/11/22  
Oct 12/2022

Approved by: Boniface D. Satu Date: 9/19/2022



08/13/2022