



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/0824/'19

November 12, 2019

Hon. Boniface D. Satu

**MANAGER**

National Road Fund

Republic of Liberia

Dear Hon. Satu:

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 Road Fund 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 LRC'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,  


Jargbe Roseline Nagbe Nowo (Acty)  
**CHIEF EXECUTIVE OFFICER**

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

NATIONAL ROAD FUND OFFICE OF LIBERIA  
PROCUREMENT PLAN: CONSULTANCY  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2019/2020

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	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECTION METHOD	REQUEST FOR EXPRESSION OF INTEREST, if applicable											
							PREP. OF TOR & PC APPROVAL	PUBLICATI ON OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATIO N REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLI ST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATIO N OF PROPOSA LS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATIO N REPORT	CONTR. AWARC SIGNIN
PLANNED	1	RFP No.: NRF/LCS/001/19 /20	External Audit Service	1	10,500.00	LCS	09/06/19	09/12/19	09/26/19	10/02/19	10/09/19	10/13/19	10/17/19	10/21/19	11/04/19	10/10/19	11/18/19	11/25/19
UPDATE																		
ACTUAL																		
PLANNED	2	RFP No.: NRF/SBA/CQS/00 1/19/20	Developing & Hosting of Website for NRFO	1	15,000.00	COS	08/08/19	08/14/19	08/28/19	09/05/19	09/12/19	09/19/19	09/26/19	10/03/19	10/17/19	10/24/19	10/31/19	11/07/19
UPDATE																		
ACTUAL																		
PLANNED	3	RFP No.: NRF//SBA/CQS/0 2/19/20	Legal Advisory Service	1	4,500.00	COS	09/06/19	09/12/19	09/26/19	10/02/19	10/09/19	10/13/19	10/17/19	10/21/19	11/04/19	10/10/19	11/18/19	11/25/19
UPDATE																		
ACTUAL																		
Sub Total					30,000.00													

Prepared by: Jeremiah T. Kpelewah  
Procurement Specialist  
National Road Fund

Date: Oct 25 2019

Approved by: Boniface D. Satu  
Manager, National Road Fund of Liberia  
Chairman, Procurement Committee

Date: 10/28/2019

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10/28/2019

NATIONAL ROAD FUND OFFICE OF LIBERIA  
PROCUREMENT PLAN: CONSULTANCY  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2019/2020

BASIC DATA										IMPLEMENTATION DATES									
ITEM NO	REQUEST FOR EXPRESSION OF INTEREST, if applicable					REQUEST FOR PROPOSALS AND APPROVAL OF AWARD													
	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATI ON OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATIO N REPORT	PC APPROVAL- EVALUATION REPORT/SHORTLI ST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATIO N OF PROPOSA LS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATIO N REPORT	CONTR/ AWARD SIGNIN		
PLANNED	4	RFP No.: NRF/SBA/SS/01/19/20	Procurement Advisory Service	1	750.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/08/	
UPDATE																			
ACTUAL																			
PLANNED	5	RFP No.: NRF/SBA/SS/002/19/20	Hunan Resource Consultancy	1	983.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/12/1	
UPDATE																			
ACTUAL																			
PLANNED	6	RFP No.: NRF//SBA/SS/03/19/20	Research on road user charges	1 Firm	20,000.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/14/1	
UPDATE																			
ACTUAL																			
Sub Total				21,733.00															

Prepared by: 

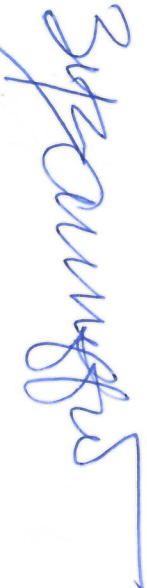
Date: Oct 25 2019

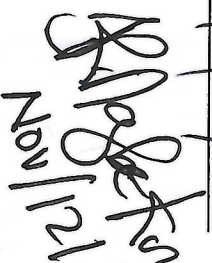
Approved by: 

Date: 10/28/2019

Jeremiah T. Kpelewah  
Procurement Specialist  
National Road Fund

Boniface D. Sawu  
Manager, National Road Fund of Liberia  
Chairman, Procurement Committee




  
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NATIONAL ROAD FUND OFFICE OF LIBERIA  
PROCUREMENT PLAN: CONSULTANCY  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2019/2020

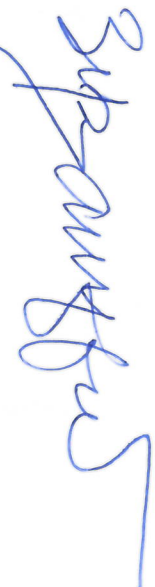
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PLANNED	7	RFP No.: NRF/SS/04/19/20	ICT Support Service	Firm	1,000.00	SS	10/25/19	11/01/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	11/21/	
UPDATE																			
ACTUAL																			
GRAND TOTAL					52,733.00														

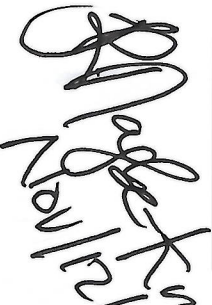
Prepared by:   
Jeremiah T. Kpelewah  
Procurement Specialist  
National Road Fund

Date: Oct 25 2019

Approved by:   
Bonifafe D. Sahr  
Manager, National Road Fund of Liberia  
Chairman, Procurement Committee

Date: 10-28-20



  
10/20/20

NATIONAL ROAD FUND OFFICE OF LIBERIA  
PROCUREMENT PLAN: CONSULTANCY  
SOURCE OF FUND: NATIONAL BUDGET  
FISCAL YEAR 2019/2020

EXPLANATORY NOTES:

ITEM NO.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE	DESCRIPTION OF CONTRACT PACKAGE
1.	RFP No.: NRF/SBA/LCS/001/18/19	External Audit Service	The cost of US \$10,500.00 is derived from the budget line item External Audit Services, as indicated in NRF's Budget FY 2019/2020. This contract package is intended to recruit an independent auditing firm.
2.	RFP No.: NRF/SBA/CQS/002/19/20	Developing & Hosting of Website for NRFO	The cost of US \$15,000.00 is derived from the budget line item developing and hosting of website for NRFO as indicated in NRF's Budget FY 2019/2020. This contract package is intended to recruit an individual consultant.
3.	RFP No.: NRF/SBA/CQS/003/19/20	Legal Advisory Services	The cost of US \$4,500.00 is derived from the budget line item provision of Legal Advisory Services, as indicated in NRF's Budget FY 2019/2020 This contract package is intended to recruit a Law Firm
4.	RFP No.: NRF/SBA/SS/001/19/20	Procurement Advisory service	The cost of US \$750.00 is derived from the budget line item provision of Procurement Advisory Services, as indicated in NRF's Budget FY 2019/2020 This contract package is intended for the consultant to continue provide procurement advisory service under a short term agreement
5.	RFP No.: NRF/SBA/CQS/002/19/20	Human Resource Services	The cost of US \$983.00 is derived from the budget line item provision of Human Resource Services, as indicated in NRF's Budget FY 2019/2020 This contract package is intended for the consultant to continue providing human resource and training services under a short term agreement
6.	RFP No.: NRF/SBA/SS/003/19/20	Research on road user charges Consultancy	The cost of US \$20,000.00 is derived from the budget line item provision of Research on road user charges, as indicated in NRF's Budget FY 2019/2020 This contract package is intended to recruit an Engineering Firm.
7.	RFP No.: NRF/SBA/SS/004/19/20	ICT Support Service	The cost of US \$1,000.00 is derived from the budget line item provision of ICT Support Service in favor of the National Road Fund, as indicated in NRF's Budget FY 2019/2020 This contract package is intended to recruit maintain the individual consultant who has been providing quality service for the NFR office

Prepared by: 

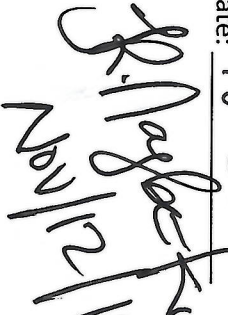
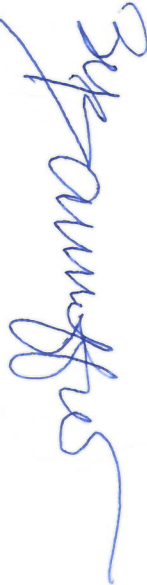
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Nov 1/21