



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/661/'22

November 16, 2022

Hon. Boniface D. Satu

MANAGER

National Road Fund

Republic of Liberia

Dear Hon. Satu:

Subject: **REQUEST FOR APPROVAL OF THE NATIONAL ROAD FUND'S SPECIAL PROJECT PROCUREMENT PLAN (CONSULTANCY) FOR FISCAL YEAR 2022.**

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Road Fund's submission of its Special Project Procurement Plan (Consultancy). The Commission has received and approves the NRF's Special Project Procurement Plan for Fiscal Year 2022 in accordance with **Section 40** (3) of the PPCA, 2010, and informs the NRF that this 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.

The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission."

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 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.

Best regards,

Yours sincerely,


Jargoe Roseline Nagbe-Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

NATIONAL ROAD FUND
SPECIAL PROJECT PROCUREMENT PLAN (CONSULTANCY SERVICES)
SOURCE OF FUNDING: ANNUAL ROAD MAINTENANCE EXPENDITURE PROGRAM

Fiscal Year: January - December 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	14	15	16	17	18	19
BASIC DATA									IMPLEMENTATION DATES										
Item No	Package Number Code	Contract Package	Business Activity Code	No. of Firms/Persons	Estimated Cost (USD)	Selection Method	Prep. of TOR & PC Approval	Publication of REOI	REOI Closing/Opening	Submission of Evaluation Report	PC Approval- Evaluation Report/Short list	Preparation & Submission of RFP Document	PC Approval- Final TOR/RFP Document	Invitation of Proposals	Proposal Submission & Opening	Submission of Technical & Financial Evaluation Report	PC Approval- Combined Evaluation Report	Contract Award & Signing	Completion Report & Payment
Planned	1	RFP No. NRF/ARMEP/SP/SSS/001/22	Risk Management Service	1 Firm	\$155,000	SSS	17/05/22	N/A	N/A	N/A	N/A	17/06/2022	24/06/2022	28/06/2022	19/07/2022	26/07/2022	28/07/2022	11/08/2022	30/12/2022
Update																			
Actual																			
Planned	2	RFP No. NRF/MPV/ARMEP/SP/Q CBS/001/22	Consultancy Toll Policy	1 Firm	\$ 100,000	QCBS	25/05/22	10/6/2022	24/06/22	1/7/2022	8/7/2022	15/07/22	22/07/22	29/07/22	19/08/22	26/08/22	31/08/22	21/09/22	30/12/2022
Update																			
Actual																			
Planned	3	RFP No. NRF/ARMEP/SP/LCS/001/22	Program Review & Technical Audit	1 Firm	\$ 90,000	LCS	17/05/22	N/A	N/A	N/A	N/A	17/06/2022	24/06/2022	28/06/2022	19/07/2022	26/07/2022	28/07/2022	11/08/2022	30/12/2022
Update																			
Actual																			
Planned	4	RFP No. NRF/ARMEP/SP/LCS/002/22	Publication Service, Marketing & Branding	1 Firm	\$ 50,000	RB	17/05/22	N/A	N/A	N/A	N/A	17/06/2022	24/06/2022	28/06/2022	19/07/2022	26/07/2022	28/07/2022	11/08/2022	30/12/2022
Update		RFP No. NRF/ARMEP/SP/LCS/002/22	Publication Service, Marketing & Branding	1 Firm	\$ 200,000	RB	10/5/2022	N/A	N/A	N/A	N/A	10/7/2022	10/24/2022	10/28/2022	11/7/2022	11/14/2022	11/21/2022	11/28/2022	12/30/2022
Actual																			
GRAND TOTAL:					US\$545,000.00														

Prepared by: Tracy Kromah
Procurement Assistant
National Road Fund

Date: 16/17/2022



Approved: [Signature]
Chief Executive Officer
National Road Fund
Manager, National Road Fund
Chairman, Procurement Committee

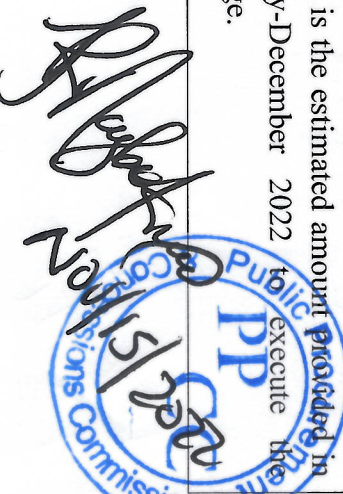


National Road Fund
Special Project Updated Consultancy Procurement Plan Explanatory Notes
Fiscal Year: January– December 2022

Items No.	Contract package code	Contract package	Content of Contract Package
1.	RFP: NO: NRF/SP/SSS/001/22	Risk Management Services	<p>This contract package Risk Management Services is funded from the budget line Training Studies, Conferences, and Regional Association with integrated funding from the entity Annual Road Maintenance Expenditure Program (ARMEP). The aforementioned amount as captured in the entity Expenditure Projection is estimated at US\$ 220, 277.24 (Two Hundred and Twenty Thousand Two Seventy-Seven and Twenty-Four Cent United States Dollars) which will be provided within this budget period from January-to December 2022. With that, the balance of USD 65,277.24 (Sixty-Five Thousand Two Seventy-Seven and Twenty-Four Cent United States Dollars) will be appropriated to other line activities within the Annual Road Maintenance Expenditure Program. The entity's use of selecting this procurement method is predicted on the part of extreme urgency. With that, section 55 subpart (D) of the PPCA, states that in cases of extreme urgency, provided the circumstances which gave rise to the urgency were neither foreseeable by the Procuring Entity nor the result of dilatory conduct on its part,;</p>
2.	RFP NO. NRF/MPW/ARMEP/SP/QCBS/001/2022	Toll Policy Consultancy Services	<p>This contract package Toll Policy Consultancy Services is funded from the budget line D4b.8 Consultancy for Toll Policy and other Toll-related expenses from the entity Annual Road Maintenance Expenditure Program(ARMEP). The amount of US\$ 100,000.00(Hundred Thousand United States Dollars) is the estimated amount <u>provided</u> in the budget period from January-December 2022 to execute the procurement of this contract package.</p>



Handwritten signature and date:
 2022/11/15
 Nov. 14, 2022



3.	RFP NO. NRF/ARMEP/SP/LCS/001/2022	Program Review & Technical Audit	This Contract Package Program Review & Technical Audit is funded from the budget line D4b.2 under the Program Support Training, Community Services, Program Review, Site visits, stakeholder engagement, conferences, social responsibility with funding implementation from the Entity Annual Road Maintenance Expenditure Program(ARMEP). The amount captured from the budget line in the amount US\$ 90,000.00 (Ninety Thousand United States Dollars) which is implemented to cover cost to execute the procurement for this contract package.
4.	RFP NO. NRF/ARMEP/SP/LCS/002/2022	Publication, Marketing & Branding Services	This contract package Publication Service, Marketing & Branding is funded from the budget line D4b.1 Program Support (Training, Community Services, Program Review, Site Visits, Stakeholder Engagement, Conferences, Social Responsibility and Regional Association Activities, and from the Entity Annual Road Maintenance Expenditure Program(ARMEP) Fiscal Year 2022. This aforesaid mentioned amount was captured in the Entity Expenditure projection estimated at (US\$ 50,000.00). Herein, an additional funding in the amount (US\$150,000.00) has been allocated for the procurement of this contract package and consequently summing up to the total of (US\$ 200,000.00) with implementation from the (ARMEP) D4b.1 budget line.

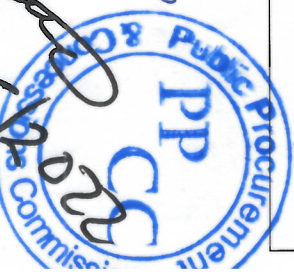


Prepared by: *[Signature]*
Tracy Kromah
Procurement Assistant
National Road Fund

Date: 16/17/2022

Approved by: *[Signature]*

Date: 16/17/2022



[Handwritten signature]
Nov. 14, 2022

[Handwritten signature]
Nov 15/2022