



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/0510/'19

September 18, 2019

Hon. Herbie T. McCauley
MANAGING DIRECTOR
National Transit Authority
Republic of Liberia

Dear Hon. McCauley:

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 Transit 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>

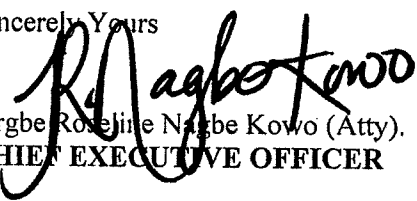
Upon passage of the FY 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for NTA's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 and staff of your Procurement Unit.

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 Rosejine Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

- Procurement Plan for Consultancy Services

NATIONAL TRANSIT AUTHORITY

DRAFT CONSULTANCY PROCUREMENT PLAN (SBA CORE BUDGET)
SOURCE OF FUNDING: NATIONAL BUDGET & INTERNAL REVENUE
Fiscal Year: 2019-2020 (July 1, 2019 – June 30, 2020)

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|-------------|-----------------------|------------------------------|------------------------|-------|------------------------|----------------------|-------------------|----------------------------|---|-----------------------|-----------------------------------|---|---|--------------------------------------|-------------------------|--------------------------------|---|--|----------------------|
| BASIC DATA | | | | | | | | IMPLEMENTATION DATES | | | | | | | | | | | |
| ITEM NO. | PACKAGE | | | | No. of FIRMS /PERS ONS | ESTIMATED COST (USD) | SELECTIO N METHOD | PREP. OF TOR & PC APPROVAL | REQUEST FOR EXPRESSION OF INTEREST, if applicable | | | | REQUEST FOR PROPOSALS AND APPROVAL OF AWARD | | | | | | |
| | PACKAGE NUMBER (CODE) | CONTRACT PACKAGE | Business Activity Code | | | | | | PUBLICATION OF REOI | REOI CLOSING/ OPENING | SUBMISSIO N OF EVALUATIO N REPORT | PC APPROVAL- EVALUATION REPORT/SHOR TLIST | PREPARATION & SUBMISSION OF RFP DOCUMENT | PC APPROVAL - FINAL TOR/RFP DOCUMENT | INVITATION OF PROPOSALS | PROPOSAL SUBMISSIO N & OPENING | SUBMISSIO N OF TECHNICAL & FINANCIAL EVALUATIO N REPORT | PC APPROV AL- COMBINE D EVALUAT ION REPORT | CONF T AWAR & SIGNIN |
| PLANNED | 1 | RFP NO. NTASBALCS/00 1/19/20 | Legal Services | M6920 | 1 | US\$31,000.00 | LCS | 3/18/19 | 3/25/19 | 4/18/19 | 4/26/19 | 5/01/19 | 5/08/19 | 5/13/19 | 5/20/19 | 6/13/19 | 6/20/19 | 6/27/19 | 7/2/19 |
| UPDATE | | | | | | | | | 7 | 21 | | | | | | | | | |
| ACTUAL | | | | | | | | | | | | | | | | | | | |
| GRAND TOTAL | | | | | | | US\$31,000.00 | | | | | | | | | | | | |

Prepared by: 
Kelvin C. Johnson
Procurement Director/ Manager

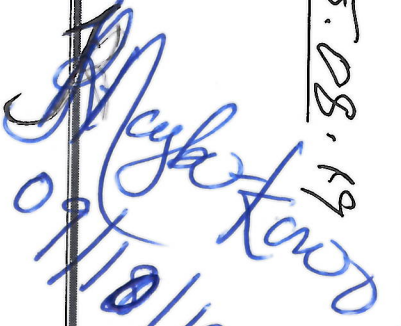
Date: 05.68.19

Approved by: 
Herbie T. McCauley
Head of Entity/Chairman Proc. Committee

Date: 05.08.19

actual
March 10, 2019


9/10/19


6/11/20

- Procurement Plan for Consultancy Services

EXPLANATORY NOTES TO PROCUREMENT PLAN

| Item No. | Contract Package Code | Contract Package | EXPLANATION |
|----------|---------------------------|------------------|--|
| 1 | IFBNO:NTASBALCS/001/19/20 | Legal Services | This package is a sub-set of the budget line "Professional Services". It is intended to contract and pay for the services of a legal firm that will, at all times during the Fiscal period, seek the legal interest of the NTA and also provide legal guidance at all times aim at ensuring compliance with the laws of the Republic of Liberia and other legal issues pertaining thereto. The balance from this budget line will be used to contract the services of a Security Firm for the Fiscal period. |

Prepared By:

Procurement Manager

Date:

05.08.19

Approved:

Chairman-Procurement Committee

Date:

05.08.19

*Accepted
September 10, 2019*

*Approved
9/10/19*