



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/0459/'19

August 23, 2019

Hon. Bobby Whitfield

**CHIEF EXECUTIVE OFFICER**

National Water Sanitation and Hygiene Commission  
Republic of Liberia

Dear Hon. Whitfield:

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 Water Sanitation and Hygiene Commission SBA and Non SBA 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 NWASHC'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 Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**

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



NATIONAL WATER, SANITATION AND HYGINE COMMISSION (NWSHC)

CORE BUDGET PROCUREMENT PLAN

Source of Funding: GOL FISCAL YEAR 2019/20

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
BASIC DATA								IMPLEMENTATION DATES									
Item NO	Code	Contract Package	Business Activity Code	Quantity	Est. Cost	Procurement Method	Technical Specification	Prepare Bidding document	Entity PC Approval	Advertisement Release	Bid submission and opening	Bid Evaluation	Entity PC Approval	Contract Award/ Signing	Advance Payment	Delivery	Acceptance Final pay
Plan Update	1	IFB NO. NWASHC/SS/01 1/19/20	INTERNET CONNECTIVITY	1	\$3,000	SS	8/12/2019	8/19/2019	8/23/2019	8/26/2019	9/2/2019	9/6/2019	9/10/2019	9/13/2019	9/20/2019	3/20/2020	5/20/
Actual																	
Plan Update	2	IFB NO. NWASHC/RFO/ 01/19/20	SCRATCH CARDS	200PCS @ 5.00	\$1,000	RFO	11/2/2018	7/12/2019	7/19/2019	7/23/2019	7/29/2019	8/5/2019	8/9/2019	8/13/2019	N/A	3/20/2020	5/20/
Actual																	
Plan Update	3	IFB NO. NWASHC/RFO/ 02/19/20	REPAIRS & MAINTENANCE - VEHICLES	Assorted	\$8,800	RFO	8/12/2019	8/19/2019	8/23/2019	8/26/2019	9/2/2019	9/6/2019	9/10/2019	9/13/2019	N/A	3/20/2020	5/20/
Actual																	
Plan Update	4	IFB NO. NWASHC/NCB/ 01/19/20	STATIONERY	Assorted	\$13,500	NCB	7/5/2019	7/12/2019	7/17/2019	7/19/2019	8/9/2019	8/16/2019	8/23/2019	8/30/2019	N/A	3/20/2020	5/20/
Actual																	
Plan Update	5	IFB NO. NWASHC/RFO/ 03/19/20	CLEANING MATERIALS AND SERVICES	Assorted	\$8,000	RFO	7/12/2019	7/19/2019	7/23/2019	7/29/2019	8/5/2019	8/9/2019	8/13/2019	8/15/2019	N/A	4/20/2020	5/27/
Actual																	
Plan Update	6	IFB NO. NWASHC/RFO/ 04/19/20	EMPLOYEES ID CARDS	100	\$1,600	RFO	11/5/2018	7/12/2019	7/19/2019	7/23/2019	7/29/2019	8/5/2019	8/9/2019	8/13/2019	N/A	3/20/2020	5/20/
Actual																	
SUB TOTAL					\$35,900												
GRAND TOTAL (CORE BUDGET)					\$35,900												

Attchd  
August 22, 2017

T. Torres Jr  
August 22, 2019



08/21/19  
[Signature]  
M. Ken

NATIONAL WATER, SANITATION AND HYGIEINE COMMISSION (NWASHC)  
PROCUREMENT PLAN EXPLANATORY NOTES (CORE BUDGET AND SBA)

Fiscal Year: 2019/2020

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. NWASHC/SS/01/19/20	Internet Connectivity	This contract package is intended to hire the services of LibTelCo to run a wireless connection.
2	IFB NO. NWASHC/RfQ/01/19/20	Scratch Cards	This contract package is for the purchase of 120 Orange Cards and 80 Lonestar Cards.
3	IFB NO. NWASHC/RfQ/02/19/20	Repairs & Maintenance - Vehicles	This contract package is intended for the servicing of two vehicles .
4	IFB NO. NWASHC/NCB/01/19/20	Stationery	This contract package is intended to procure sheets, inks, stick on pads, staples, folders, box files, pens, makers, pads, perforator etc
5	IFB NO. NWASHC/RfQ/03/19/20	Events Catering	This contract package is intended for the hosting of three major workshops.
6	IFB NO. NWASHC/RfQ/08/19/20	Employees ID Cards	This contract package is hire a contractor to do 70 ID Cards for employees and 30 visitors' ID Cards
7	IFB NO. NWASHC/RfQ/05/19/20	Cleaning Materials	This contract package is intended to purchase clorax, detol, disinfectants , brooms, mobs, towels etc.
8	IFB NO. NWASHC/RfQ/06/19/20	Fuel- Vehicles	This contract package is intended to purchase 800 gallons of fuel and 450 gallons of gasoline.

Prepared By: M. K. Farooq  
Procurement Director

Date: July 10, 2019

