



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/1664/'20

December 22, 2020

Hon. Emma M. Glassco
DIRECTOR GENERAL
National Fisheries and Aquaculture Authority
Republic of Liberia

Dear Hon. Glassco:

Subject: RECEIPT AND APPROVAL OF SBA, CORE BUDGET AND CONSULTANCY
PROCUREMENT PLANS FOR FISCAL YEAR 2020/2021

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Fisheries and Aquaculture Authority (NaFAA) SBA, Core Budget and Consultancy Procurement Plans (*Goods, Works and Services*) for Fiscal Year 2020/2021 in accordance with Section 40 (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plan has been 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.

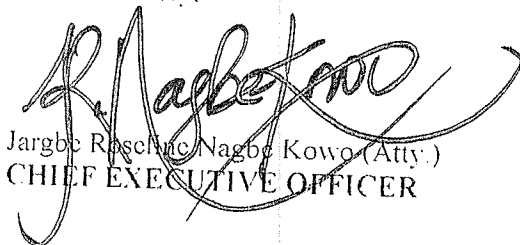
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes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


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

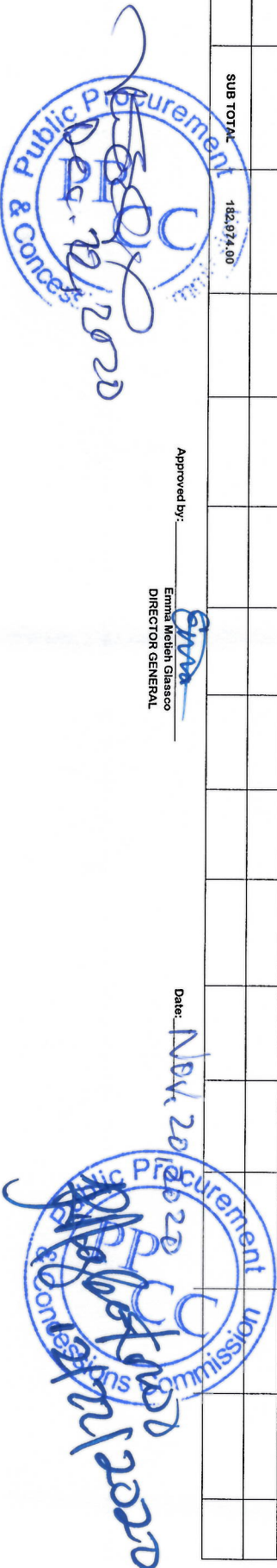
NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED BUDGET 2020/2021)
Fiscal Period: July 1, 2020 - June 30, 2021

		BASIC DATA										IMPLEMENTATION DATES									
	ITEM NO.	NAFAA NUMBER (FORM)	CONTRACT PROVIDED	NAFAA Linked Code	QTY	ESTIMATED COST (RMB)	PROCUREMENT METHOD	TECHNICAL SPECIFICATION/REVISION	PREP. OF BID DOCUMENT	RF APPROVAL, BID SCHEDULED PRICE	BID SCHEDULED & RELEASED OF BID DOC	BID SUBMISSION/DATE OF OPENING	SUBMISSION OF BID EVALUATION REPORT	RF APPROVAL, BID EVALUATION REPORT	CONTRACT AWARD & SIGNATURE	ADVANCE PAYMENT (PERCENTAGE)	DELIVERY, INSPECTION (OPERATIONAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS		
PLANNED	1	IFB No. NAFAA/RB/001/20/21	Vehicles	G-4510	4 units	96,000.00	RB	6/6/2020	6/13/2020	6/18/2020	6/23/2020	7/7/2020	7/14/2020	7/21/2020	8/4/2020	N/A	9/3/2020	10/3/2020			
UPDATE																					
ACTUAL																					
PLANNED	2	IFB No. NAFAA/NCB/001/20/21	Office Equipment	G-4741	Assorted	16,334.00	NCB	11/18/2020	11/25/2020	11/26/2020	12/1/2020	12/29/2020	1/5/2021	1/12/2021	1/26/2021	N/A	2/25/2021	3/27/2021			
UPDATE																					
ACTUAL																					
PLANNED	3	IFB No. NAFAA/NCB/002/20/21	Janitorial Supplies	G-4773	Assorted	10,340.00	NCB	7/16/2020	7/23/2020	7/28/2020	8/2/2020	8/30/2020	9/6/2020	9/13/2020	10/11/2020	N/A	5/29/2021	6/28/2021			
UPDATE																					
ACTUAL																					
PLANNED	4	IFB No. NAFAA/NCB/003/20/21	Office Consumables	G-4722	Assorted	12,000.00	NCB	11/18/2020	11/25/2020	11/30/2020	12/5/2020	12/13/2020	12/17/2020	12/23/2020	1/5/2021	N/A	6/14/2021	6/28/2021			
UPDATE																					
ACTUAL																					
PLANNED	5	IFB No. NAFAA/RFQ/001/20/21	Rain Gears	G-4641	Assorted	5,500.00	RFQ	8/16/2020	8/23/2020	8/28/2020	9/2/2020	9/16/2020	9/21/2020	9/26/2020	10/3/2020	N/A	11/12/2020	11/27/2020			
UPDATE																					
ACTUAL																					
PLANNED	6	IFB No. NAFAA/NCB/004/20/21	Scratch Cards	J-6120	8760 pcs	43,800.00	NCB	11/18/2020	11/25/2020	11/26/2020	12/1/2020	12/15/2020	12/19/2020	12/20/2020	1/3/2021	N/A	6/12/2021	6/30/2021			
UPDATE																					
ACTUAL																					
				SUB TOTAL	182,674.00																

Prepared By: Patrick B. Kadii
PROCUREMENT DIRECTOR

Approved by: Emma Melien Glasco
DIRECTOR GENERAL

Date: Nov 20 2020



NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
 CORE BUDGET PROCUREMENT PLAN
 Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED BUDGET 2020/2021)
 Fiscal period: July 1, 2020 - June 30, 2021

BASIC DATA													IMPLEMENTATION DATES										
	ITEM NO.	PROPOSED BUDGET (2020)	COMMODITY PACKAGE	Business Activity Code	QTY	ESTIMATED COST (2020)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/REMARKS	DATE OF BIDDING DOCUMENT	NO. APPROVAL, BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT	NO. BIDDING DOCUMENT
PLANNED	7	IFB No. NAFANCB/005/2021	Generators Repairs and Services	C-3314	Assorted	25,000.00	NCB	11/23/2020	11/30/2020	12/1/2020	12/6/2020	1/3/2021	1/7/2021	1/8/2021	1/22/2021	N/A	6/11/2021	6/25/2021					
UPDATE																							
ACTUAL																							
PLANNED	8	IFB No. NAFANCB/006/2021	Printing and Production	C-1811	Assorted	19,100.00	NCB	8/2/2020	8/9/2020	8/14/2020	8/19/2020	9/16/2020	9/23/2020	9/30/2020	11/14/2020	N/A	5/13/2021	5/28/2021					
UPDATE																							
ACTUAL																							
PLANNED	9	IFB No. NAFANCB/002/2021	Safety Gears	G-4641	Assorted	7,000.00	RFQ	9/29/2020	10/4/2020	10/9/2020	10/14/2020	10/28/2020	11/2/2020	11/9/2020	11/23/2020	N/A	12/7/2020	1/6/2021					
UPDATE																							
ACTUAL																							
PLANNED	10	IFB No. NAFANCB/007/2021	Rice for Employees	G-4711	3,231 bags	42,000.00	NCB	11/20/2020	11/27/2020	12/4/2020	12/11/2020	1/8/2021	1/13/2021	1/20/2021	2/3/2021	N/A	11/30/2021	12/4/2021					
UPDATE																							
ACTUAL																							
PLANNED	11	IFB No. NAFANCB/008/2021	ICT Software License	J-6209	Assorted	10,350.00	NCB	11/3/2020	11/10/2020	11/17/2020	11/22/2020	12/20/2020	12/25/2020	12/30/2020	1/13/2021	N/A	2/12/2021	3/14/2021					
UPDATE																							
ACTUAL																							
					SUB TOTAL	103,450.00																	

Prepared By: Patrick R. Nadiel
 PROCUREMENT DIRECTOR

Approved By: Emma Meteh Glasco
 DIRECTOR GENERAL

Date: Nov 20, 2020



NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED BUDGET 2020/2021)
Fiscal Period: July 1, 2020 - June 30, 2021

		BASIC DATA										IMPLEMENTATION DATES									
ITEM NO.	PROJECT NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/REMARKS	TIME OF BIDDING	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID	PO APPROVAL - BID
PLANNED	12	IFB No. NAFANCB/009/2021 Vehicle Repairs and Maintenance	G-4520	Assorted	48,000.00	NCB	11/20/2020	11/27/2020	12/4/2020	12/9/2020	12/23/2020	12/30/2020	1/6/2021	1/20/2021	N/A	12/1/2021	12/16/2021				
UPDATE																					
ACTUAL																					
PLANNED	13	IFB No. NAFANCB/001/2021 Internet Subscription	J-6190	1 FIRM	15,000.00	SS	5/12/2020	5/19/2020	5/24/2020	5/29/2020	6/12/2020	6/19/2020	6/24/2020	7/1/2020	N/A	6/16/2021	6/30/2021				
UPDATE																					
ACTUAL																					
PLANNED	14	IFB No. NAFANCB/002/2021 Data Storage Service	J-6311	Assorted	6,000.00	SS	6/6/2020	6/13/2020	6/20/2020	6/25/2020	7/23/2020	7/30/2020	8/6/2020	8/20/2020	N/A	6/16/2021	6/28/2021				
UPDATE																					
ACTUAL																					
PLANNED	15	IFB No. NAFANCB/010/2021 Generator	G-4659	1 unit	16,000.00	NCB	10/13/2020	10/20/2020	10/21/2020	10/28/2020	11/9/2020	11/13/2020	11/14/2020	11/28/2020	N/A	12/5/2020	1/4/2021				
UPDATE																					
ACTUAL																					
PLANNED	16	IFB No. NAFANCB/003/2021 Hall Rental	L-6810	Assorted	1,000.00	RFQ	10/16/2020	10/23/2020	10/24/2020	10/29/2020	11/12/2020	11/16/2020	11/17/2020	12/1/2020	N/A	6/19/2021	6/29/2021				
UPDATE																					
ACTUAL																					
				SUB TOTAL	86,000.00																

Prepared By:

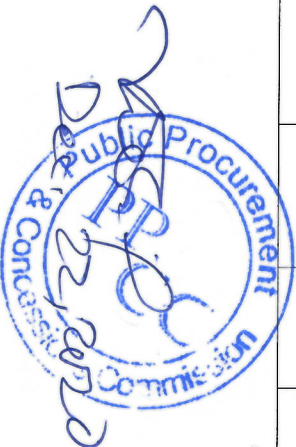
Patch B. Kialli
PROCUREMENT DIRECTOR

Approved by:

Emma Muthi Giasco
DIRECTOR GENERAL

Date:

Nov. 29, 2020



NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NaFAA APPROVED BUDGET 2020/2021)
Fiscal period: July 1, 2020 - June 30, 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
ITEM NO.	NAFAA REFERENCE CODE	CONTRACT PACKAGE	NAFAA Activity Code	QTY	ESTIMATED COST (RMB)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/DESCRIPTION	DATE OF BIDDING	DATE OF APPROVAL AND AWARD	DATE OF BIDDING	DATE OF APPROVAL AND AWARD	DATE OF BIDDING	DATE OF APPROVAL AND AWARD	DATE OF BIDDING	DATE OF APPROVAL AND AWARD	DATE OF BIDDING	DATE OF APPROVAL AND AWARD	DATE OF BIDDING	DATE OF APPROVAL AND AWARD
PLANNED	17	IFB No. NaFAARFQ/004/2 0/21	Freight Postage & Delivery	H-5229	Assorted	1,000.00	RFQ	11/17/2020	11/24/2020	11/25/2020	11/30/2020	12/14/2020	12/18/2020	12/19/2020	1/2/2021	N/A	1/16/2021	2/15/2021	
UPDATE																			
ACTUAL																			
PLANNED	18	IFB No. NaFAARFQ/005/2 0/21	Water Supply	E-3600	Assorted	3,600.00	RFQ	7/17/2020	7/24/2020	7/25/2020	7/30/2020	8/13/2020	8/17/2020	8/18/2020	9/1/2020	N/A	5/29/2021	6/28/2021	
UPDATE																			
ACTUAL																			
PLANNED	19	IFB No. NaFAARFQ/006/2 0/21	Electrical Supplies	G-4759	Assorted	5,000.00	RFQ	12/13/2020	12/20/2020	12/21/2020	12/26/2020	1/9/2021	1/13/2021	1/14/2021	1/28/2021	N/A	2/27/2021	3/29/2021	
UPDATE																			
ACTUAL																			
PLANNED	20	IFB No. NaFAARFQ/007/2 0/21	IT Supplies	G-4741	Assorted	3,000.00	RFQ	12/16/2020	12/23/2020	12/24/2020	12/29/2020	1/12/2021	1/16/2021	1/17/2021	1/31/2021	N/A	3/2/2021	4/1/2021	
UPDATE																			
ACTUAL																			
PLANNED	21	IFB No. NaFAARFQ/008/2 0/21	Website Maintenance and Hosting	J-6312	1 firm	5,000.00	RFQ	7/17/2020	7/24/2020	7/25/2020	7/30/2020	8/13/2020	8/17/2020	8/18/2020	9/1/2020	N/A	9/15/2020	10/15/2020	
UPDATE																			
ACTUAL																			
PLANNED	22	IFB No. NaFAARFQ/009/2 0/21	Furniture and Fixture	G-4659	Assorted	2,820.00	RFQ	7/17/2020	7/24/2020	7/25/2020	7/30/2020	8/13/2020	8/17/2020	8/18/2020	9/1/2020	N/A	10/1/2020	10/31/2020	
UPDATE																			
ACTUAL																			
					SUB TOTAL	20,420.00													

Prepared By: Patrick B. Maselli
PROCUREMENT DIRECTOR

Approved By: Emma Melien Glasco
DIRECTOR GENERAL

Date: Nov. 20, 2020



NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED BUDGET 2020/2021)
Fiscal period: July 1, 2020 - June 30, 2021

BASIC DATA																		
ITEM NO.	PROPOSED NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL PROPOSITION/ANALYSIS	TIME OF BID DOCUMENT	PC APPROVAL, AND COUNTERSINCE	NO BIDDING & BIDDING OF BID	NO SUBSEQUENT BIDS OPENED	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL, AND EVALUATION REPORT	CONTRACT AWARD & SIGNATURE	ADVANCE PAYMENT (RESTITUTION)	RECEIPT, ACCEPTANCE (FINANCIAL, COMPLETION)	SUBMITTAL & FINAL PAYMENT	REMARKS
PLANNED	23	IFB No. NAFAARB/002/20V 21	Insurance (Vehicles)	1 Firm	21,000.00	RB	6/5/2020	6/12/2020	6/19/2020	6/24/2020	7/22/2020	7/29/2020	8/3/2020	8/17/2020	N/A	6/23/2021	6/28/2021	
UPDATE																		
ACTUAL																		
PLANNED	24	IFB No. NAFAANCB/0112 0/21	Office Stationery and Supplies	Assorted	30,000.00	NCB	11/23/2020	11/30/2020	12/5/2020	12/10/2020	1/7/2021	1/21/2021	1/28/2021	2/11/2021	N/A	6/11/2021	6/29/2021	
UPDATE																		
ACTUAL																		
PLANNED	25	IFB No. NAFAANCB/0122 0/21	Rehabilitation of Clay Hatchery	1 bldg	80,000.00	NCB	12/10/2020	12/17/2020	12/22/2020	12/27/2020	1/24/2021	2/7/2021	2/14/2021	2/28/2021	N/A	5/29/2021	6/19/2021	
UPDATE																		
ACTUAL																		
					SUB TOTAL													
					131,000.00													
					GRAND TOTAL													
					523,844.00													

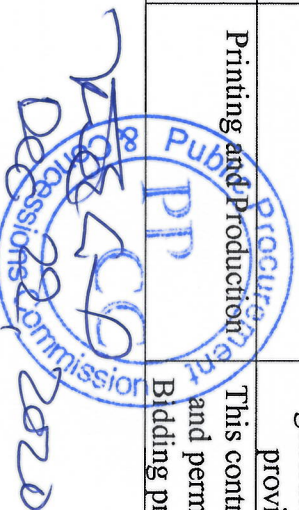
Prepared By: Patricia E. G. J. M. Approved by: Emma Meten Glasco
PROCUREMENT DIRECTOR DIRECTOR GENERAL

Date: Nov. 20, 2020



National Fisheries and Aquaculture Authority
Explanatory Notes
Core Budget Procurement Plan
July 1, 2020 to June 30, 2021

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
1.	IFB NO. NaFAA/RB/001/20/21	Vehicles	This contract package is intended to procure four (4) units of vehicles for use by NaFAA for its operations, in the following LOTS and description: LOT 1 – 2 double cabin pickup and LOT 2 – 2 Sedans;
2.	IFB NO. NaFAA/NCB/001/20/21	Office Equipment	This contract package is intended to procure the following office equipment for use by NaFAA staff: Laptop and Desktop computers – 12 pcs; Printer – 1 pc; Shredder – 1 pc; Binding Machine – 1 pc; UPS backup – 2 pcs; Electronic Typewriter – 1 pc;
3.	IFB NO. NaFAA/NCB/002/20/21	Janitorial Supplies	This contract package is intended to procure assorted janitorial supplies to include chlorax, dettol, powder soap, tissue, napkins, air freshener, etc. for use by NaFAA. This will be funded from the budget line "Office Supplies".
4.	IFB NO. NaFAA/NCB/003/20/21	Office Consumables	This contract package is intended to procure assorted office consumables for use by NaFAA. Those supplies include Water, Juices, Coffee, Tea, Sugar, Milk, etc. This will be funded from the budget line "Office Supplies".
5.	IFB NO. NaFAA/RFQ/001/20/21	Rain Gears	This contract package is intended to procure assorted rain gears for use by technical and other administrative staffs of NaFAA. They include rain boots, rain coat, etc. This will be funded from the budget line "Supplies and Consumables".
6.	IFB NO. NaFAA/NCB/004/20/21	Scratch Cards	This contract package is intended to procure assorted Lonestar and Orange scratch cards at unit costs of US\$5 or US\$1 to facilitate coordination and information flow in NaFAA operations and daily work. There are distributors of scratch cards that we intend to contract to have the scratch cards supplied. This contract will be financed from the budget line "Communications and ICT".
7.	IFB NO. NaFAA/NCB/005/20/21	Generator Repairs and Services	This contract package is intended to contract a firm to supply spare parts for all the generators owned by the Authority. The package will also consider the provision of spare parts and services for the two (2) new generators to be procured. More to this, the contract package will consider hiring the services of a firm to provide routine and corrective maintenance services on the five generators owned by the Authority.
8.	IFB NO. NaFAA/NCB/006/20/21	Printing and Production	This contract package is intended to hire the services of a firm to print billboards, ID cards, call cards, license and permit, receipt books, branded letter heads and envelopes, reports (annual and other special reports), etc. Bidding processes for this contract will be on a LOT-by-LOT basis as there may be other providers of printing



NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
			services that might not have the expertise and experience in constructing billboards but may be able to conduct minor printings.
9.	IFB NO. NaFAA/RFQ/002/20/21	Safety Gears	This contract package is intended to procure assorted safety gears for use by NaFAA. These include boots, helmets, reflective jackets, etc. for use by sea going observers and other staff. This will be funded from the budget line "Supplies and Consumables".
10.	IFB NO. NaFAA/NCB/007/20/21	Rice for Employees	This contract package is intended to procure 3,231 bags of rice at an estimated unit cost of US\$13 for employees of NaFAA within an established bracket on a monthly basis and for all staff during the festive seasons (July 26 and Christmas). This will be funded from the budget line "Employee benefits".
11.	IFB NO. NaFAA/NCB/008/20/21	ICT Software License	This contract package is intended to procure antivirus and other ICT software license for use by NaFAA. They basically include anti-virus, windows operating system, MS office, etc. This will be funded from the budget line "Communications and ICT".
12.	IFB NO. NaFAA/NCB/009/20/21	Vehicles Repairs and Maintenance	The Authority has a set of newly acquired and fairly used vehicles - a total of twelve (12). They include 5 Nissan and 7 Toyota. It is also expected during the course of the new budget year that the Authority will acquire four additional vehicles – 2 sedans and 2 double cabin pickups. The Authority intends to contract the services of a garage to service the vehicles. For the vehicles to be acquired during the course of the new fiscal period, the supplier shall be contracted to perform the repairs services due to warranty issues and for compatibility of parts and now requests the approval of the Commission to single source the repairs of those 2 vehicles (2 sedans & 2 double cabin pickups) as per requirements of Section 55 (1) (b) of the PPC Act. This will be funded from the budget line "General Repairs and Maintenance".
13.	IFB NO. NaFAA/SS/001/20/21	Internet Subscription	This contract package is intended to hire the services of LIBTELCO to provide internet services for NaFAA's two (2) offices. LIBTELCO, being solely the provider of Fiber Optic Internet cables and services and given authorization to provide same to all government M/As, will be contracted to provide internet services for the year to both of NaFAA offices. In view of the above, we request the approval of the Commission for use of single source in line with Section 55 (1) (a) of the PPCA. This contract will be partly funded through the EU sectoral support and funded from internal revenue from the budget line "Communications and ICT".
14.	IFB NO. NaFAA/SS/002/20/21	Data Storage Service	This contract package is intended to re-subscribe to the services of Google. The Company has an online storage platform that can be used to transfer and store data. NaFAA has enumerators in all fishing communities around the country using tablets to collect data on fish and fish species from artisanal fishermen. Also, there is a g-mail suite maintained by the Authority for email exchanges between staff for which each staff has a dedicated email account with domain "nafaa.gov.lr". In view of the above, we request the approval


Dec 27 2020

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
			of the Commission for use of single source in line with Section 55 (1) (a) of the PPCA. This will be funded from the budget line "Communications and ICT".
15.	IFB NO. NaFAA/NCB/010/20/21	Generator	This contract package is intended to procure one (1) piece of generator – 45 Kva. The 45 KV/a will replace existing generator at the Administrative Office (Freeport).
16.	IFB NO. NaFAA/RFQ/003/20/21	Hall Rental	This contract package is intended to rent halls for hosting of townhall meetings in Montserrat and other environs for awareness campaigns and other businesses NaFAA will conduct. This will be funded from the budget line "Rentals".
17.	IFB NO. NaFAA/RFQ/004/20/21	Freight and Postage Delivery	This contract package is intended to hire the services of a firm to handle freight and postage activities on behalf of the Authority as the need arises. This will be funded from the budget line "Utility".
18.	IFB NO. NaFAA/RFQ/005/20/21	Water Supply	This contract package is intended to procure water, both for drinking and for use in the bathrooms. The procurement will be done into LOTS – one for the procurement of drinking water and the other for the procurement of water for use in the bathroom and other wash activities. This will be funded from the budget line "Utility".
19.	IFB NO. NaFAA/RFQ/006/20/21	Electrical Supplies	This contract package is intended to procure assorted electrical supplies ranging from light bulbs, surge protectors, sockets, door bells, etc. This will be funded from the budget line "Supplies and Consumables".
20.	IFB NO. NaFAA/RFQ/007/20/21	IT Supplies	This contract package is intended to procure assorted IT supplies such as routers, internet cables, USB cables, computer peripheral units, etc. This will be funded from the budget line "Supplies and Consumables".
21.	IFB NO. NaFAA/RFQ/008/20/21	Website Hosting and Maintenance	This contract package is intended to hire the services of a firm to maintain and host the current website of the National Fisheries and Aquaculture Authority. This will be funded from the budget line "Communications and ICT – Website maintenance and Hosting".
22.	IFB NO. NaFAA/RFQ/009/20/21	Furniture and Fixture	This contract package is intended to procure assorted furniture and fixture items for use by NaFAA. Those items include office desk, chairs, cabinets, etc.
23.	IFB NO. NaFAA/RB/002/20/21	Insurance (Vehicles)	This contract package is intended to hire the services of an insurance company to provide comprehensive and third party liability insurance services for NaFAA fleet of vehicles. An estimate of fourteen (14) vehicles are expected to be insured – 12 currently owned and 2 to be acquired during the course of the fiscal year. Note that US\$,700 of the total budget will be used toward new registration and renewal of registration of the vehicles. Payments will be made to General Revenue Account and processing handled by the Finance Department with the Ministry of Transport.
24.	IFB NO. NaFAA/NCB/011/20/21	Office Stationery and Supplies	This contract package is intended to procure assorted stationery items for use in the operations of the Authority. Stationery to be procured includes: inks, toners and cartridges, A4 papers, Legal papers, pens, pencil, box files, manila folders, paper clips, staple machines, staple pins, binding clips, correction fluid, etc.

Dec 22, 2020

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
25.	IFB NO. NaFAA/NCB/012/20/21	Rehabilitation of Clay Hatchery	This contract package is intended to hire the services of a specialized contractor to rehabilitate the clay hatchery in Clay, Bonni County. Part of the facility, owned by the Ministry of Youth and Sports, has been given to NaFAA to conduct exercises for the growing of fish, fingerlings, etc. It is intended under this budget year that the facility will be rehabilitate fully to bring it to pre-war status and boost fish production and supply on the local market.
26.		Electricity	The Liberia Electricity Corporation supplies electricity to the Authority. Payments for these utilities with budget amount US\$ 30,000 (Electricity) to be consumed will be handled by both the Departments of Administration and Finance.
27.		Local Travel/Domestic Travel	This budget line has no procurement relations. Local Travel – Transportation is given to staff on a daily basis as they commute to undertake NaFAA activities without a vehicle assigned. There is a budget of US\$2,000 that will be financed from petty cash. Local Travel – DSA, amounting to US\$28,000, will be used to finance the upkeep of staff visiting places outside Monrovia.
28.		Public Relations	This budget line has no procurement relations. The Department of Communications, working along with the Finance Department, connects with media houses – many times, more than two (2) – to cover activities of the Authority or to publish instruments (invitation for bids, press releases, etc.) of the Authority.


Prepared by: _____


Patrick B. Kiadii
Procurement Director

Approved by: _____


Emma Metieh Glasco
Director General

Date: Nov. 20, 2020


Dec. 22, 2020