



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/720/'21**

December 8, 2021

Hon. Emmu Metieh 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 PLAN FOR SPECIAL BUDGET YEAR 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 Plan (Goods, Works and Service) 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.

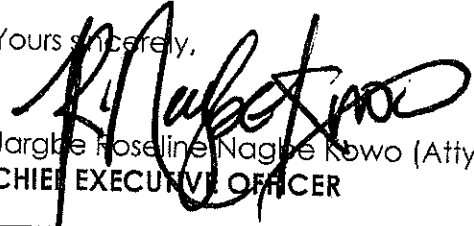
The Commission counsels that you observe Section 40 (5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for finance should be notified in writing of any material changes in the procurement plan and provide with a copy of the updated procurement plan.

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

Fiscal period: July 1, 2021 - December 31, 2021

[illegible]

Patrick B. Kladii
PROCUREMENT DIRECTOR

Emory Mettich Glassco
DIRECTOR GENERAL

Date: Nov. 22, 2021

NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED SPECIAL BUDGET 2021)
Fiscal Period: July 1, 2021 - December 31, 2021

BASIC DATA																			IMPLEMENTATION DATES									
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PG APPROVAL - BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PGS LIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PG APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS									
PLANNED	7	IFB No. NaFAARFQ/004/21	Generators Repairs and Services	C-3314	Assorted	6,000.00	RFQ	9/9/2021	9/16/2021	9/17/2021	9/18/2021	10/2/2021	10/7/2021	10/9/2021	10/16/2021	N/A	12/5/2021	12/27/2021										
UPDATE																												
ACTUAL																												
PLANNED	8	IFB No. NaFAANCB/003/21	Printing and Production	C-1811	Assorted	40,600.00	NCB	9/10/2021	9/17/2021	9/19/2021	9/22/2021	10/20/2021	10/27/2021	11/3/2021	11/10/2021	N/A	12/20/2021	12/30/2021										
UPDATE	8	IFB No. NaFAANCB/003/21	Printing and Production	C-1811	Assorted	63,770.00	NCB	8/1/2021	8/5/2021	8/10/2021	8/16/2021	9/13/2021	9/20/2021	9/24/2021	9/29/2021	N/A	12/18/2021	12/28/2021										
ACTUAL																												
PLANNED	9	IFB No. NaFAARFQ/005/21	Safety Gears	G-4641	Assorted	1,500.00	RFQ	9/8/2021	9/13/2021	9/15/2021	9/17/2021	9/24/2021	9/29/2021	10/1/2021	10/8/2021	N/A	11/7/2021	12/7/2021										
UPDATE																												
ACTUAL																												
PLANNED	10	IFB No. NaFAANCB/004/21	Rice for Employees	G-4711	922 bags	12,100.00	NCB	9/9/2021	9/16/2021	9/18/2021	9/21/2021	10/19/2021	10/26/2021	11/2/2021	11/9/2021	N/A	12/14/2021	12/28/2021										
UPDATE																												
ACTUAL																												
PLANNED	11	IFB No. NaFAARFQ/002/21	Office Building Renovation	F-4100	1 Bldg	120,000.00	RB	8/20/2021	8/27/2021	9/1/2021	9/6/2021	10/4/2021	10/11/2021	10/15/2021	10/29/2021	N/A	12/18/2021	12/31/2021										
UPDATE	11	IFB No. NaFAARFQ/002/21	Office Building Renovation	F-4100	1Bldg	170,000.00	RB	9/25/2021	9/30/2021	10/3/2021	10/5/2021	11/2/2021	11/7/2021	11/14/2021	11/24/2021	N/A	1/23/2022	2/22/2022										
ACTUAL																												
PLANNED	12	IFB No. NaFAANCB/007/21	ICT Equipment	G-4741	Assorted	25,019.50	NCB	11/3/2021	11/10/2021	11/13/2021	11/14/2021	11/20/2021	11/24/2021	11/26/2021	12/4/2021	N/A	12/20/2021	12/30/2021										
UPDATE																												
ACTUAL																												
					SUB TOTAL	278,389.50																						

Prepared By: 
Pajack A. Kiriell
PROCUREMENT DIRECTOR

Approved by:


Emma Melton Glasco
DIRECTOR GENERAL

Date: Nov. 22, 2021


Public Procurement & Concessions Commission


Dec 8/2021



Public Procurement & Concessions Commission

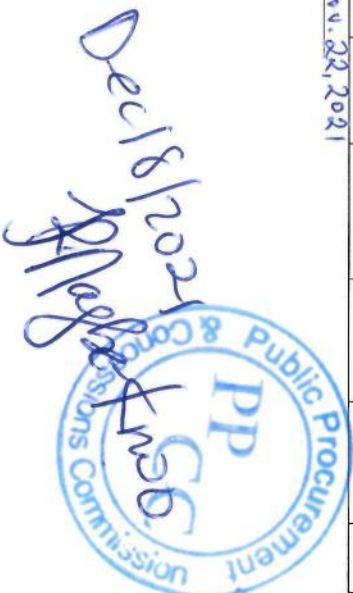
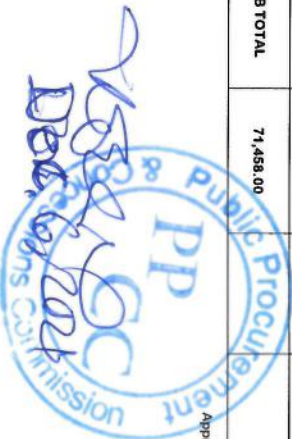
NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NaFAA APPROVED SPECIAL BUDGET 2021)
Fiscal Period: July 1, 2021 - December 31, 2021

BASIC DATA																			IMPLEMENTATION DATES									
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DRAFTING SPEC	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION & LIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY & SUBSTANTIAL COMPLETION	ACCEPTANCE & FINAL PAYMENT	REMARKS									
PLANNED	13	IFB No. NaFAANCB/005/21	Vehicle Repairs and Maintenance	G-4520	Assorted	44,500.00	NCB	9/10/2021	9/17/2021	9/19/2021	9/22/2021	10/20/2021	10/27/2021	11/3/2021	11/10/2021	N/A	12/10/2021	12/28/2021										
UPDATE																												
ACTUAL																												
PLANNED	14	IFB No. NaFAASS/001/21	Internet Subscription	J-6190	1 FIRM	20,478.00	SS	10/1/2021	10/2/2021	10/3/2021	10/4/2021	10/9/2021	10/10/2021	10/11/2021	10/14/2021	N/A	12/23/2021	12/29/2021										
UPDATE																												
ACTUAL																												
PLANNED	15	IFB No. NaFAASS/002/21	Data Storage Service	J-6311	Assorted	2,730.00	SS	10/1/2021	10/2/2021	10/3/2021	10/4/2021	11/28/2021	11/29/2021	11/30/2021	12/3/2021	N/A	12/23/2021	12/28/2021										
UPDATE																												
ACTUAL																												
PLANNED	16	IFB No. NaFAANCB/006/21	Generator	G-4659	1 unit	16,000.00	NCB	9/9/2021	9/16/2021	9/18/2021	9/21/2021	10/19/2021	10/26/2021	11/2/2021	11/9/2021	N/A	11/23/2021	12/23/2021										
UPDATE	16	IFB No. NaFAANCB/006/21	Generator	G-4659	0 unit	0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A										
ACTUAL																												
PLANNED	17	IFB No. NaFAAR/CO/006/21	Hall Rental	L-6810	Assorted	500.00	RFQ	9/15/2021	9/19/2021	9/20/2021	9/23/2021	9/30/2021	10/2/2021	10/3/2021	10/5/2021	N/A	12/14/2021	12/28/2021										
UPDATE	17	IFB No. NaFAAR/CO/006/21	Hall Rental	L-6810	Assorted	3,750.00	RFQ	11/15/2021	11/17/2021	11/18/2021	11/20/2021	11/22/2021	11/23/2021	11/25/2021	11/27/2021	N/A	12/2/2021	12/9/2021										
ACTUAL																												
					SUB TOTAL	71,458.00																						

Prepared By: 
Patricia S. Ruedi
PROCUREMENT DIRECTOR

Approved by: 
Patricia S. Ruedi
DIRECTOR GENERAL

Date: Nov. 23, 2021



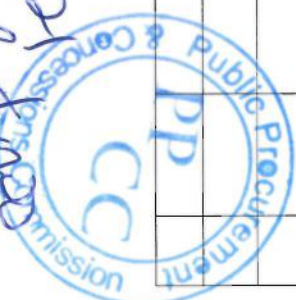
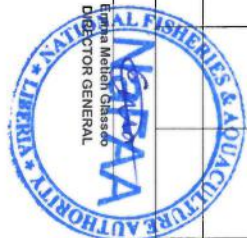
NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
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Fiscal Period: July 1, 2021 - December 31, 2021

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PLANNED	18	IFB No. NaFAA/RFO/007/21	Freight Postage & Delivery	H-5229	Assorted	400.00	RFQ	9/13/2021	9/17/2021	9/18/2021	9/21/2021	9/28/2021	9/30/2021	10/1/2021	10/3/2021	N/A	10/10/2021	10/24/2021										
UPDATE																												
ACTUAL																												
PLANNED	19	IFB No. NaFAA/RFO/008/21	Water Supply	E-3600	Assorted	8,400.00	RFQ	9/13/2021	9/16/2021	9/17/2021	9/21/2021	9/28/2021	10/2/2021	10/3/2021	10/10/2021	N/A	11/19/2021	12/9/2021										
UPDATE																												
ACTUAL																												
PLANNED	20	IFB No. NaFAA/RFO/009/21	Electrical Supplies	G-4759	Assorted	1,500.00	RFQ	9/9/2021	9/16/2021	9/19/2021	9/20/2021	10/4/2021	10/8/2021	10/10/2021	10/24/2021	N/A	12/3/2021	12/23/2021										
UPDATE																												
ACTUAL																												
PLANNED	21	IFB No. NaFAA/RFO/010/20/21	IT Supplies	G-4741	Assorted	1,500.00	RFQ	9/10/2021	9/17/2021	9/20/2021	9/21/2021	10/5/2021	10/9/2021	10/11/2021	10/25/2021	N/A	12/4/2021	12/24/2021										
UPDATE																												
ACTUAL																												
PLANNED	22	IFB No. NaFAA/RFO/011/21	Furniture and Fixture	G-4659	Assorted	5,500.00	RFQ	9/13/2021	9/20/2021	9/23/2021	9/24/2021	10/8/2021	10/12/2021	10/14/2021	10/28/2021	N/A	12/7/2021	12/27/2021										
UPDATE	22	IFB No. NaFAA/NCB/008/21	Furniture and Fixture	G-4659	Assorted	79,562.00	NCB	10/12/2021	10/17/2021	10/18/2021	10/19/2021	11/16/2021	11/18/2021	11/20/2021	11/27/2021	N/A	12/17/2021	12/27/2021										
ACTUAL																												
PLANNED	23	IFB No. NaFAA/RFO/012/21	Insurance (Vehicles)	K-6512	1 Firm	8,080.00	RFQ	10/3/2021	10/6/2021	10/10/2021	10/11/2021	10/25/2021	11/1/2021	11/6/2021	11/20/2021	N/A	12/20/2021	12/25/2021										
UPDATE																												
ACTUAL																												
					SUB TOTAL	99,442.00																						

Prepared By:  Patricia A. Kudill
PROCUREMENT DIRECTOR

Approved by:  Emma Malton-Garside
DIRECTOR GENERAL

Date: Nov. 22, 2021



Dec 18 / 2021


NATIONAL FISHERIES AND AQUACULTURE AUTHORITY
CORE BUDGET PROCUREMENT PLAN
Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED SPECIAL BUDGET 2021)
Fiscal Period: July 1, 2021 - December 31, 2021

BASIC DATA																			IMPLEMENTATION DATES									
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWING S	PREP. OF BID DOCUMENT	PG. APPROVAL - BID DOCUMENT SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUB LIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PG. APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MODULIZATION)	DELIVERY, INSTALLATION, (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS									
PLANNED	24	IFB No. NAFAA/RQ/013/21	Office Stationery and Supplies	G-4761	Assorted	10,000.00	RFQ	9/6/2021	9/13/2021	9/16/2021	9/17/2021	10/1/2021	10/5/2021	10/7/2021	10/21/2021	N/A	12/10/2021	12/28/2021										
UPDATE	24	IFB No. NAFAA/NCB/009/21	Office Stationery and Supplies	G-4761	Assorted	14,197.50	NCB	11/1/2021	11/8/2021	11/11/2021	11/12/2021	11/18/2021	11/22/2021	11/24/2021	12/2/2021	N/A	12/18/2021	12/28/2021										
ACTUAL																												
PLANNED	25	IFB No. NAFAA/RQ/014/21	Boat Repairs and maintenance	G-4520	1 Boat	3,500.00	RFQ	10/30/2021	11/6/2021	11/7/2021	11/8/2021	11/22/2021	11/27/2021	11/29/2021	12/6/2021	N/A	12/26/2021	12/31/2021										
UPDATE																												
ACTUAL																												
PLANNED	26	IFB No. NAFAA/RQ/015/21	Motor Bikes Repairs and Maintenance	G-4520	6 Bikes	500.00	RFQ	10/3/2021	10/10/2021	10/11/2021	10/12/2021	10/26/2021	10/31/2021	11/2/2021	11/9/2021	N/A	12/9/2021	12/31/2021										
UPDATE																												
ACTUAL																												
PLANNED	27	IFB No. NAFAA/SS/003/21	VMS Subscription	J-6201	1 firm	12,993.00	SS	10/1/2021	10/2/2021	10/3/2021	10/4/2021	10/9/2021	10/10/2021	10/11/2021	10/14/2021	N/A	12/23/2021	12/29/2021										
UPDATE																												
ACTUAL																												
PLANNED	28	IFB No. NAFAA/RQ/016/21	Uniforms and Jackets	G-4771	Assorted	4,000.00	RFQ	9/20/2021	9/25/2021	9/27/2021	9/29/2021	10/6/2021	10/11/2021	10/13/2021	10/20/2021	N/A	11/19/2021	12/19/2021										
UPDATE																												
ACTUAL																												
PLANNED	29	IFB No. NAFAA/RQ/017/21	Intercom System (PABX)	J-6120	Assorted	10,000.00	RFQ	9/13/2021	9/16/2021	9/19/2021	9/22/2021	10/6/2021	10/11/2021	10/16/2021	10/30/2021	N/A	12/14/2021	12/29/2021										
UPDATE																												
ACTUAL																												
PLANNED	30	IFB No. NAFAA/RQ/018/21	Motorbike	G-4540	Assorted	1,000.00	RFQ	11/10/2021	11/12/2021	11/13/2021	11/15/2021	11/17/2021	11/18/2021	11/20/2021	11/22/2021	N/A	11/24/2021	11/28/2021										
UPDATE																												
ACTUAL																												
					SUB TOTAL	46,180.30																						
					GRAND TOTAL	598,540.00																						

Prepared By:  Patricia B. Jardi

PROCUREMENT DIRECTOR

Approved by: 

Patricia B. Jardi
DIRECTOR GENERAL

Date: Nov. 22, 2021



National Fisheries and Aquaculture Authority
Explanatory Notes
Core Budget Procurement Plan
July 1, 2021 to December 31, 2021

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
1.	IFB No. NaFAA/NCB/001/21	Office Equipment	This contract package is intended to procure the following office equipment for use by NaFAA staff: Laptop and Desktop computers, Tablets, Television Monitors, Egg Counter, Dryer, Printer, Shredder, Binding Machine, UPS backup, Equipment for surveillance and Camera;
2.	IFB No. NaFAA/RFQ/001/21	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 "Supplies and Consumables".
3.	IFB No. NaFAA/RFQ/002/21	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 – Supplies and Consumables".
4.	IFB No. NaFAA/RFQ/003/21	Rain Gears	This contract package is intended to procure assorted rain gears for use by technical and other administrative staffs of NaFAA. They will include rain boots, rain coats, umbrellas, etc. This will be funded from the budget line "Supplies and Consumables".
5.	IFB No. NaFAA/NCB/002/21	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. Scratch cards will also be given to Board members as part of their benefit for serving. 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".



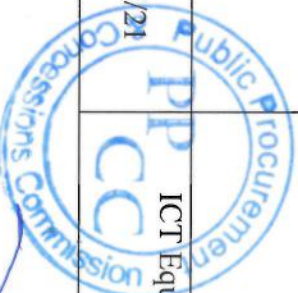
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NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
6.	IFB No. NaFAA/RFQ/004/21	Generator Repairs and Services	This contract package is intended to contract a firm to supply spare parts for all the generators owned by the Authority. The package will also consider the provision of spare parts and services for the one new generator 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. This contract will be financed from the budget line "General Repairs and Maintenance".
7.	IFB No. NaFAA/NCB/003/21	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 envelops, 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 services that might not have the expertise and experience in constructing billboards but may be able to conduct minor printings.
8.	IFB No. NaFAA/RFQ/005/21	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, enumerators, inspectors and other staff. This will be funded from the budget line "Supplies and Consumables".
9.	IFB No. NaFAA/NCB/004/21	Rice for Employees	This contract package is intended to procure 922 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".
10.	IFB No. NaFAA/RB/002/21	Office Building Renovation	This contract package is intended to renovate the head office of NaFAA. This will require the hiring of one or more construction and/or manufacturing firms to improve on the leasehold by renovating the existing structures. This contract package will include changing of the roof, tiles, painting, improvement of the fence, remodeling of the bathroom, etc. It will be divided into lots. This contract will be funded from the budget line "Improvement on Leasehold".
11.	IFB No. NaFAA/NCB/007/21	ICT Equipment	This contract package is intended to procure assorted ICT Equipment for use by NaFAA. Those items include Computers, Printers, Typewriters, Shredders, etc.



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NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
12.	IFB No. NaFAA/NCB/005/21	Vehicles Repairs and Maintenance	The Authority has a set of newly acquired and fairly used vehicles - a total of eleven (11). They include 3 Nissan and 8 Toyota. It is also expected during the course of this budget period that the Authority will acquire four additional vehicles – 1 sedan and 3 double cabin pickups. The Authority intends to contract the services of a garage to service these 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 4 vehicles (1 sedan & 3 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 MACs, 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 funded from the budget line “Communications and ICT”.
14.	IFB No. NaFAA/SS/002/21	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 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/RFQ/006/21	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”.

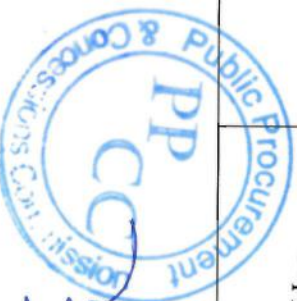


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NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
16.	IFB No. NaFAA/RFQ/007/20/21	Freight and Postage Delivery	This contract package is intended to hire the services of a firm to handle freight and postage activities on behalf of the Authority as the need arises. This will be funded from the budget line "Utility".
17.	IFB No. NaFAA/RFQ/008/21	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".
18.	IFB No. NaFAA/RFQ/009/20/21	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".
19.	IFB No. NaFAA/RFQ/010/20/21	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".
20.	IFB No. NaFAA/NCB/008/21	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.
21.	IFB No. NaFAA/RFQ/012/21	Insurance (Vehicles)	This contract package is intended to hire the services of an insurance company to provide comprehensive vehicle insurance services for NaFAA's new vehicles that will be procured during this budget period. Four (4) vehicles are expected to be procured and insured. Note that all other vehicles owned by the Authority are already covered under an insurance policy/contract that expires after the current budget period.
22.	IFB No. NaFAA/NCB/009/21	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.



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NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION	
23.	IFB No. NaFAA/RFQ/014/21	Boat Repairs and Maintenance	This contract package is intended to procure spare parts and service the fisheries patrol boat (Lonestar) that the Icelandic Government donated to Liberia. The Boat is used to patrol the waters of Liberia to curtail illegal fishing. This will be funded from the budget line "General Repairs and Maintenance".	
24.	IFB No. NaFAA/RFQ/015/21	Motor Bikes Repair and Maintenance	This contract package is intended to procure spare parts and service NaFAA's motor bikes. The bikes are used for the operations of the Authority. This contract package will be funded from the budget line "General Repairs and Maintenance".	
25.	IFB No. NaFAA/SS/003/21	VMS Subscription	There has been a long-standing arrangement with FIMS LTD. to enable NaFAA/GOL subscribe to a vessel monitoring system used internationally. For the last 2.5 years, since the current leadership assumed office, a formal contract, on an annual basis, has been entered into. The draft of the contract is available, and attached to this plan, we seek the approval of the Commission for sole source to continue with FIMS Ltd. for the current fiscal period under consideration at the same cost. This contract will be funded from the budget line "Communications and ICT".	
26.	IFB No. NaFAA/RFQ/016/21	Uniforms and Jackets	This contract package is intended to procure uniforms and jackets for Inspectors and Enumerators of NaFAA for easy identification. This contract package will be funded from the budget line "Supplies and Consumables".	
27.	IFB No. NaFAA/RFQ/017/21	Intercom System (PABX)	This contract package is intended to procure Intercom System to interconnect all office at the Administrative and Technical Building. This is a communication system that will ease the challenge of walking to offices to request the presence of another staff or to share information. It will also serve as an easy medium to ensure interaction with fisherfolks and the general public. A hotline will be made available when this system is setup. This contract package will be funded from the budget line "Motorbikes"	
28.	IFB No. NaFAA/RFQ/018/21	Motorbike	This contract package is intended to procure one motorbike for a staff of the Authority. The bike is needed to ease the transportation issue for the staff as he leaves work for late and is needed early in the morning. This contract package will be funded from the budget line "Office Equipment"	



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NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION	
29.		Electricity	The Liberia Electricity Corporation supplies electricity to the Authority. Payments for these utilities with budget amount US\$ 5,000 (Electricity) to be consumed will be handled by both the Departments of Administration and Finance.	
30.		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 U\$1,000 that will be financed from petty cash. Local Travel – DSA, amounting to U\$20,000, will be used to finance the upkeep of staff visiting places outside Monrovia.	
31.		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.	
32.		Vehicle Registration	This budget line has no procurement relations. The Department of Finance the responsibility of registering the vehicles. The Authority will procure four (4) vehicles and this budget line will be used to register the vehicles. Payments will be made to General Revenue Account and processing handled by the Finance Department with the Ministry of Transport.	

Prepared by: _____

Patrick B. Kiadii
Procurement Director

Approved by: _____

Emma Metieh Classco
Director General

Date: Nov 22, 2021



Handwritten signature and date: Dec 6, 2021

