



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/229/'22

April 25, 2022

Mr. George T. Nimely

**CHIEF OF OFFICE STAFF**

Office of the Vice President

Republic of Liberia

Dear Mr. Nimely:

Subject: **PROVISIONAL APPROVAL OF THE OFFICE OF THE VICE PRESIDENT SBA PROCUREMENT PLAN FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of the Office of the Vice President SBA Procurement Plan for FY 2022 in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 notification of this information in the tender document for your guidance. The Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for VPO's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended six months budget. For stated submission will serve as a precursor for the Commission granting you final approval of your recurrent procurement plan for fiscal year 2022.

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

Yours sincerely,

Jargbe Roseline Nagbe Kwoy (Atty.)

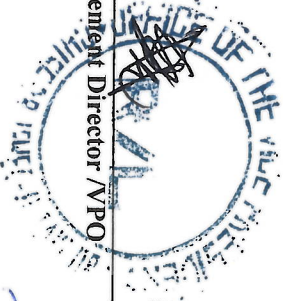
**CHIEF EXECUTIVE OFFICER**

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

OFFICE OF THE VICE PRESIDENT  
PROCUREMENT PLAN (SBA)  
SOURCE OF FUNDING: GOL  
Fiscal Year: Jan-December 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	1
BASIC DATA								IMPLEMENTATION DATES										
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY (CODES)	QTY	ESTIMATED CODE (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS/ DRAWINGS	PREP OF BID DOCUMENT	PC APPROVAL BID DOCTECH/ SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATE REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY INSPECTION (SUBSTANTIALLY)	ACCE E & FI PAYM
PLANNED	1	IFB NO.VPO/SBA /RB/001/2022	Petroleum Products	G4661	20,666.6 gals. @6.00USD	124,000.00	RB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO.VPO/SBA /NCB/001/2022	Stationery	G4761	Assorted	60,000.00	NCB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31
UPDATE																		
ACTUAL																		
PLANNED	3	IFB NO.VPO/RB /002/2022	Repair & Maintenance- Vehicle	G4520	1 FIRM	71,590.00	RB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31
UPDATE																		
ACTUAL																		
PLANNED	4	IFB NO.VPO/SBA/ RB/003/2022	Repair & Maintenance Civil	F4200	1 Firm	50,000.00	RB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31
SUB-TOTAL						\$305,590.00												

Prepared by:   
Procurement Director VPO

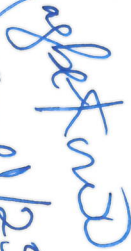


Approved by:   
Chairman Public Procurement Committee VPO



Date: April 11, 2022



  
April 25, 2022



OFFICE OF THE VICE PRESIDENT  
PROCUREMENT PLAN (SBA)  
SOURCE OF FUNDING: GOL  
Fiscal Year: Jan-December 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA							IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE(S)	QTY	ESTIMATED CODE (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREPARED BID DOCUMENT	PC APPROVAL BID DOCUMENTS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMISSION / PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY / INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT
PLANNE D	4	IFB NO.VPO/SBA /NCB/002/2022	Air Ticket	N7911	1 Firm	215,000.00	NCB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31/22
UPDATE																		
ACTUAL																		
PLANNE D	5	IFB NO.VPO/SBA/SS/001/2022	Internet Connectivity	J6120	1 Firm	14,400.00	SS	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31/22
UPDATE																		
ACTUAL																		
PLANNE D	6	IFB NO.VPO/SBA/NCB/003/2022	Food Stuffs	G-4721	Assorted	76,000.00	NCB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31/22
UPDATE																		
ACTUAL																		
PLANNE D	7	IBF NO.VPO/SBA RB/004/2022	Repair & maintenance Gen.	C331	1 Firm	12,000.00	RB	3/18/22	3/25/22	4/1/22	4/8/22	5/5/22	5/12/22	5/19/22	5/26/22	N/A	12/15/22	12/31/22
GRAND TOTAL						\$622,990.00												

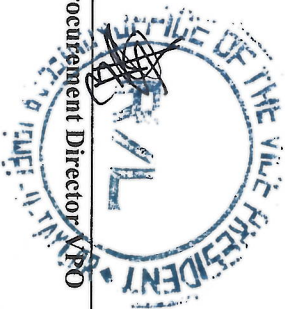
Prepared by:

Procurement Director/VPO

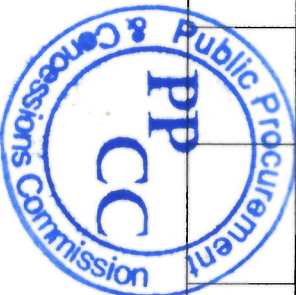
Approved by:

Chairman Procurement Committee/VPO

Date: April 11, 2022



*Handwritten signature and date: Apr. 22, 2022*



*Handwritten signature and date: April 25/22*

**VICE PRESIDENT OFFICE**  
**Procurement Plan: (SBA)**  
**Explanatory Notes**  
**Fiscal Year: JANUARY-DECEMBER 2022**

1	IFB NO.VPO/SBA/RB/001/2022	Petroleum products	This Package is intended to procure petroleum products for the office of the vice president. Gasoline_10,333.3 gallons Fuel_10,333.3 gallons
2	IFB NO.VPO/NCB/001/2022	Stationery	This Package is intended to procure and is intended to procure the items below: legal paper 215mm x 356mm_10 cartons, A4 paper 210mm x 297mm 12 cartons, brown envelopes A4 size _1 carton, manila folder legal size _4 cartons, manila folder A4 size _4 cartons, staple machine, gel pens assorted, ball point pen assorted colors, genuine ink and toner cartridges, etc.
3	IFB NO.VPO/SBA/RB/001/22	Vehicle Repairs and Maintenance Services	This contract package is intended to hire a firm to do repairs and maintenance services on the vehicles of the office of the Vice president.
4.	IFB NO.VPO/RB/002/2022	Air Tickets	This contract package is funded from the budget line Foreign Means of Travel and is intended to buy Air Tickets to facilitate international trips of the Vice President and delegation for trips over the course of the Fiscal Period
5.	IFB NO.VPO/SBA/SS/001/2022	Internet connectivity	This contract package is funded from the budget line services of a firm to provide internet services to the office of the vice president
6.	IFBNO.VPO/SBA/NCB/004/2022	Assorted Food Items	The Budget Line Food funds this contract package and Catering Services of the VPO's Budget and intended to procure assorted food items for the Office of the Vice President.



Handwritten signature and date: 12/23/2022