



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/1065/'20**

March 3, 2020

Mrs. Nyemale W. Gibson
CHIEF OF OFFICE STAFF
Paynesville City Corporation
Republic of Liberia

Dear Mrs. Gibson:

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 Paynesville City Corporation (PCC) 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 corrections as indicated.

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 PCC'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

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

PAYNESVILLE CITY CORPORATION
 PROCUREMENT PLAN (SBA)
 SOURCE OF FUNDING: GOL AND INTERNAL REVENUE GENERATION

Fiscal year: 2019/20

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES									
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code (s)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/DRAWINGS	PREP OF BID DOCUMENT	PC BID APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION N/PUBLIC OPENING	SUBMISSION N OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)
PLANNE D	1	IFB NO./PCC/SB A/NCB/001/19/20	Equipment Rental & Lease	N7730	Assorted	315,100.63.00	NCB	2/19/20	2/26/20	3/4/20	3/9/20	4/6/20	4/20/20	4/27/20	5/11/20	N/A	6/15/20
UPDATE																	
ACTUAL																	
PLANNE D	2	IFB NO./PCC/SB A/RFQ/001/19/20	Printing	C1811	1Firm	9,103,96.00	RFQ	2/6/20	2/13/20	2/20/20	2/25/20	3/4/20	3/18/20	3/25/20	4/8/20	N/A	6/15/20
UPDATE																	
ACTUAL																	
PLANNE D	3	IFB NO./PCC/SB A/RFQ/002/19/20	Medical Insurance Coverage	K6511	1Firm	10,000.00	RFQ	2/6/20	2/13/20	2/20/20	2/25/20	3/4/20	2/18/20	3/25/20	4/8/20	N/A	6/15/19
UPDATE																	
ACTUAL																	
SUB-TOTAL						S334,204.59											

Prepared by: M. M. Sheriff
 Mr. Mohammed M. Sheriff
 Procurement Director

Approved by: Alyssa W. Gibson
 Mrs. Nyemae W. Gibson
 Chairman Procurement Committee/Head of Entity

Date: 3/3/2020

03/03/2020

PAYNESVILLE CITY CORPORATION
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL AND INTERNAL REVENUE GENERATION

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									
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PLANNE D	4	IFB NO.PC/SB A/RFO/003/19/20	Advertisement and Talk show	J5819	Assorted	9,150.00	RFQ	2/6/20	2/13/20	2/20/20	2/25/20	3/4/20	3/18/20	3/25/20	4/8/20	N/A	6/15/20
UPDATE																	
ACTUAL																	
PLANNE D	5	IFB NO.PC/SB A/RFO/004/19/20	Internet Connectivity	J6190	Assorted	9,498,80.00	RFQ	2/6/20	2/13/20	2/20/20	2/25/20	3/4/20	3/18/20	3/25/20	4/8/20	N/A	6/15/20
UPDATE																	
ACTUAL																	
PLANNE D	6	IF NO.PC/SB A/RFO/005/19/20	Janitorial Supplies	M8110	Assorted	10,000.00	RFQ	2/6/20	2/13/20	2/20/20	2/25/20	3/4/20	3/18/20	3/25/20	4/8/20	N/A	6/15/20
UPDATE																	
ACTUAL																	
GRAND-TOTAL						\$362,853.39.00											

Prepared by: M. M. Sherif
Mr. Mohammed M. Sherif
Procurement Director

Approved by: August W. Gibson
Mr. Nyetnalle W. Gibson
Chairman Procurement Committee/Head of Entity

Date: 3/3/2020

[Signature]

[Signature]
03/03/2020

PAYNESVILLE CITY CORPORATION
Procurement Plan: (SBA)
Explanatory Notes
Fiscal Year: 2019/20

1	IFB NO.PCC//SBA/NCB/001/19/20	Equipment Rental	This package is intended to procure rented equipment and hire services for the Paynesville City Corporation
2	IF NO.PCC/SBA/RFO/001/19/20	Printing	This contract package is intended to print letter heads, calls cards, quarterly report, receipts books, printing of T-shirts and annual reports.
3	IFB NO.PCC/SBA/RFO/002/19/20	Medical Insurance Coverage	This contract package is intended to hire a firm to provide medical insurance for the Paynesville City Corporation employees.
4	IFB NO.PCC/SBA/RFO/003/19/20	Advertisement and Talk Show	This contract package is intended to carry on advertisement and Talk Show for PCC programs.

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03/03/2020
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5	IFB NO.PCC/SBA/RFQ/004/19/20	Internet Connectivity	This package is intended to procure internet services for the Paynesville City Corporation
6	IFBNO.PCC/SBA/RFQ/005/19/20	Janitorial Supplies	This package is intended to procure detergent and other janitorial items for PCC.

Prepared by: Mr. Sheriff

Mr. Mohammed M. Sheriff
Procurement Director

Approved by: Mrs. Nyemah W. Gibson

Mrs. Nyemah W. Gibson
Chairman Procurement Committee

Date: 3/3/2020

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Handwritten signature
03/03/2020