



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/309/'21**

August 16, 2021

Mr. Stevenson S. Yond  
**DIRECTOR, FINANCE AND ADMINISTRATION**  
Public Procurement and Concessions Commission  
Republic of Liberia

Dear Mr. Yond:

Subject: **RECEIPT AND APPROVAL OF PPCC's SPECIAL PROJECT SBA PROCUREMENT PLAN FOR SPECIAL BUDGET YEAR 2021**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Public Procurement and Concessions Commission (PPCC) Special Project Procurement Plan (UNDP Project) for Special Budget Year 2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs the PPCC that its Special Project Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan, upon conclusion of the stipulated processes.

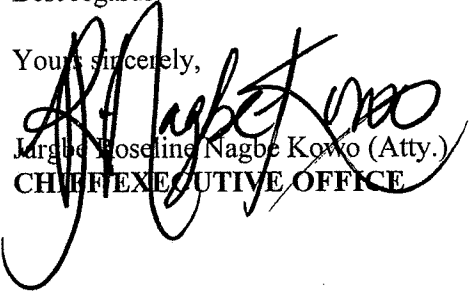
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes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

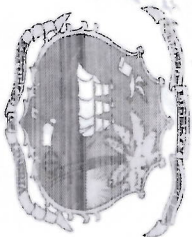
Please note that an approval of a method on the procurement plan is deemed as the Commission's full approval and as such a Procuring Entity will not be required to again request the use of said approved method.

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 OFFICE

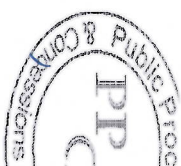


**SPECIAL PROJECT PROCUREMENT PLAN (SBA- CORE BUDGET)**  
Strengthening National and Local Capacity to Implement PAPD, SDGs and Agenda 2063

REPUBLIC OF LIBERIA

**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**

Source of Funding: UNDP



1	2	3	4	5	6	7	8	9	10	11	12	13	14	16	16	17	18	19	
		BASIC DATA						IMPLEMENTATION DATES											
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	QTY	BUSINESS ACTIVITIES/ CODE	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	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 (SUBSTANTIATION)	ACCEPTANCE & FINAL PAYMENT	
	PLANNE D 1	IFB No. PPCC/SBA/RFO/001/21	Catering (Central Region)	1firm	15621	\$3,080.00	RFO	9/08/21	10/08/21	12/08/21	16/08/21	20/08/21	30/08/21	31/08/21	03/09/21	N/A	31/12/21	31/12/21	
	UPDATE																		
	ACTUAL																		
	PLANNE D 2	IFB No. PPCC/SBA/RFO/002/21	Catering (Monrovia)	1firm	15621	\$,9000	RFO	9/08/21	10/08/21	12/08/21	19/08/21	23/08/21	30/08/21	31/08/21	05/09/21	N/A	31/12/21	31/12/21	
	UPDATE																		
	ACTUAL																		
	PLANNE D 3	IFB No. PPCC/SBA/RFO/003/21	Printing & Binding Service	1 Firm	C1811	\$3,950.00	RFO	9/08/21	10/08/21	12/08/21	21/08/21	24/08/21	30/08/21	31/08/21	06/09/21	N/A	31/12/21	31/12/21	
	UPDATE																		
	ACTUAL																		
	Planned 4	IFB No. PPCC/SBA/RFO/04/21	Hall Rental (Central Region)	1 Firm	N7990	\$1,000	RFO	9/08/21	10/08/21	12/08/21	16/08/21	26/08/21	30/08/21	31/08/21	08/09/21	N/A	31/12/21	31/12/21	
	UPDATE																		
	ACTUAL 5	IFB No. PPCC/SBA/RFO/05/21	Hall Rental (Monrovia)	1 Firm	N7990	\$6,000	RFO	9/08/21	10/08/21	12/08/21	18/08/21	27/08/21	30/08/21	31/08/21	10/09/21	N/A	31/12/21	31/12/21	
	Planned																		
	UPDATE																		
	ACTUAL																		
	Planned 7	IFB No. PPCC/SBA/RFO/007/21	Vehicles			\$1,290	RFO												

Prepared by:

Procurement Manager

Date:

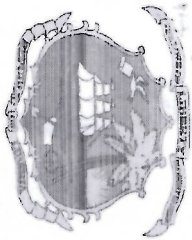
Approved by:

Chairman, Proc Committee/Head of Entity

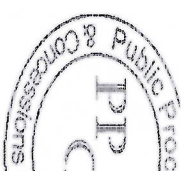
Date:







**SPECIAL PROJECT PROCUREMENT PLAN (SBA- CORE BUDGET)**  
Strengthening National and Local Capacity to Implement PAPD, SDGs and Agenda 2063  
**REPUBLIC OF LIBERIA**  
**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**  
Source of Funding: UNDP



Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. PPCC/SBA/RFQ/001/21 & IFB No. PPCC/SBA/RFQ/002/21	Catering	Is from the budget line catering services. The amount of US\$12,080 will be used to acquire the services of a catering firms to provide catering services during the regional workshop to be held in Gbarnga City, Bong County for local government officials, the amount of US\$ 3,080.00 will be used, while the balance of US\$9,000.00 will be used for Private Sector Workshop on Bid Tendering Process and Public Procurement Awareness Session for Media Institutions & Civil Society Groups I Momrovia.
2	IFB No. PPCC/SBA/RFQ/003/21	Printing & Binding	This contract package is intended to procure the services of a printing press to print the Commission's banner and flyers for the regional and Momrovia base workshop @ US\$3,950.00. Payment for this package will be made from printing and binding services budget line
3	IFB No. PPCC/SBA/RFQ/04/21 & IFB No. PPCC/SBA/RFQ/05/21	Hall Rental	The contract package is from the budget line hall rental, The estimated amount of US\$1,000 will be used to rent a hall during the regional workshop in Gbarnga City, Bong County for local government officials, while US\$6,000.00 will be used for Private Sector Workshop on Bid Tendering Process and Public Procurement Awareness Session for Media Institutions & Civil Society Groups I Momrovia.
4	IFB No. PPCC/SBA/RFQ/006/20	Newspaper & Publication	This contract package is intended to procure the services of a publication house to publish the Commission's opinion after the workshops @ US\$1,290.00. Payment for this package will be made from printing and publication services budget line
5	IFB No. PPCC/SBA/RFQ/007/20	Vehicles Rental	This contract package is intended to procure the services of a vehicle rental for the regional workshop for local government official to be held in Gbarnga City, Bong County @ US\$1,290.00. Payment for this package will be made from vehicle rental services budget line

Prepared by:   
Procurement Manager

Date:  24/8/2021

Approved by:   
Chairman, Proc. Committee/Head of Entity

Date: 24/8/2021

