



Republic of Liberia  
**Public Procurement & Concessions Commission**

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia

Website: [www.ppec.gov.lr](http://www.ppec.gov.lr) | Email: [info@ppec.gov.lr](mailto:info@ppec.gov.lr) | Phone Short Code: 4357

Ref: PPCC/RL/CEO/492/22

August 8, 2022

Hon. Tonia D. Johnson  
**ACTING MANAGING DIRECTOR**  
National Housing Authority  
Republic of Liberia

Dear Hon. Johnson,

Subject: RECEIPT AND APPROVAL OF THE NATIONAL HOUSING AUTHORITY'S SBA  
CORE BUDGET PROCUREMENT PLANS FOR FISCAL YEAR 2022

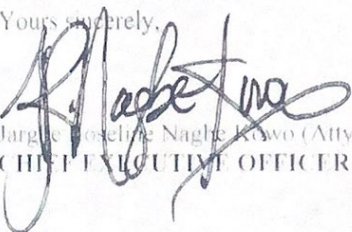
We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the National Housing Authority (NHA) Procurement Plan for Fiscal Year 2022 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission, however, wishes to inform you that your Procurement Plans 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 Plans, upon conclusion of all 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 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,

  
Jargue Roseline Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

Name: Henry Swaray  
Date: Sept 1, 2022  
Entity: NHA  
Contact No: 0886698162





National Housing Authority  
Annual Housing Procurement Plan  
Source of Funding: FOL & Internal Revenue  
Fiscal Year 2022 (Jan 1 to December 31)



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20										
BASIC DATA							REQUEST FOR EXPRESSION OF INTEREST (If applicable)													REQUEST FOR PROPOSALS AND APPROVAL OF AWARD									
ITEM NO.	PPN/LOT NUMBER (OPTION)	CONTRACT PACKAGE	Business Activity Code	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECTIO N METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF RFP	RECI CLARING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL, EVALUATION REPORT/SHORT LIST	PREPARATIO N & SUBMISSION OF RFP DOCUMENT	PC APPROVAL, FINAL TOR/ RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL, FINANCIAL, & COMBINED PROPOSAL	PC APPROVAL, CONTRACT SIGNED	COMPLETION REPORT PAYMENT	REMARKS										
PLANNED	1	RFP No. NHA/QCBS/001/22 Legal Service	M-6910	1-Firm	\$3,000.00	QCBS	1-Sep-22	15-Sep-22	22-Sep-22	29-Sep-22	13-Oct-22	20-Oct-22	3-Nov-22	17-Nov-22	1-Dec-22	15-Dec-22	22-Dec-22	29-Dec-22	31-Dec-22										
ACTUAL																													
UPDATE																													
PLANNED	2	RFP No. NHA/QCBS/002/22 Consultancy Service	M-7490	1-Firm	\$ 2,500.00	QCBS	1-Sep-22	15-Sep-22	22-Sep-22	29-Sep-22	13-Oct-22	20-Oct-22	3-Nov-22	17-Nov-22	1-Dec-22	15-Dec-22	22-Dec-22	29-Dec-22	31-Dec-22										
ACTUAL																													
UPDATE																													
GRAND TOTAL					\$ 5,500.00																								

Public Procurement  
PPCC  
& Commission

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& Commission



Signed:   
Mr. Philip Owen  
Procurement Manager/ National Housing Authority

Date: 8/1/22

Approved:   
Madam Tonla D. Johnson  
Acting Managing Director/ National Housing Authority

Date: Aug 1, 2022

Aug 8/2022



National Housing Authority  
Executive Mansion Grounds  
Annual Consultancy Plan Explanatory Note)  
Source of Funding: GOL & Internal Revenue  
Fiscal Year /22 (Jan 4-December 31)

No.	Contract Package Code	Contract Package	Content of Contract Package
1	RFP No. NHA/QCBS/001/2022	Legal Service	This contract Package is taken from the budget line items: Legal Retainer Fees @ (\$1,000.00) and Other Legal Fees (\$2,000.00), and are intended to hire Legal Firm who will attend to all National Housing Authority's legal issues and services.
2	RFP No. NHA/QCBS/002/2022	Consultancy Services	This contract Package is taken from the budget line item: Consultancy Services @ (\$2,500.00 USD). It is intended to hire a Consulting Firm to handle all National Housing Authority's Housing Projects.

Signed:

Mr. Philip Swen

Procurement Manager  
National Housing Authority/NHA

Date:

8/1/22

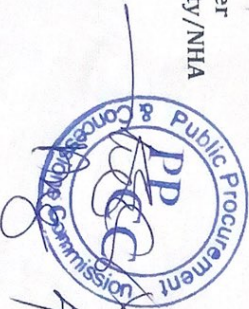
Approved:

Madam Tonia D. Johnson

Acting Managing Director  
National Housing Authority/NHA

Date:

Aug. 1, 2022



4,2022



11/08/2022