



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/434/21**

October 11, 2021

Mr. George T. Nimely
CHIEF OF OFFICE STAFF
Office of the Vice President
Republic of Liberia

Dear Mr. Nimely:

Subject: **PROVISIONAL APPROVAL OF VPO's SPECIAL BUDGET PROCUREMENT PLAN FOR FISCAL YEAR 2021.**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Office of the Vice President Annual Special Budget Procurement Plan for Fiscal Year 2021 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 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 culminated in **framework agreements** for 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>.

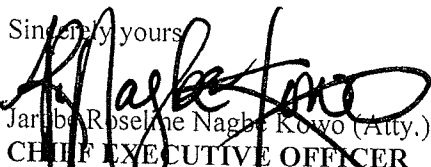
Upon passage of the National Special Budget 2021, you are required to submit a revised/updated procurement plan, detailed budget for the **VPO's** allocation in the approved budget, Cash Plan, names and positions of procurement committee members for Budget Year 2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended FY 2020/2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for the Special Budget Year.

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


Jarbo Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

by: _____

Procurement Director WFO

Approved by: _____
Chairman

PPCC
Public Procurement Commission

Oct 8, 2017

[illegible]

Prepared by: Procurement Director VPO

Approved by _____
Chairman Procurement Committee/WPO

Date: October 7, 2021

Fiscal year: July-December 2021

[illegible]

Prepared by:

Procurement Director VPO


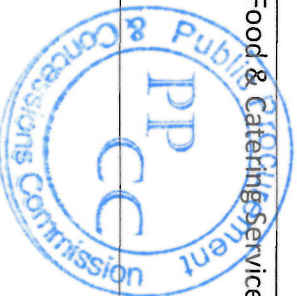
Approved by:

Chairman Procurement Committee/WPO

Date: October 7, 2021

VICE PRESIDENT OFFICE
Procurement Plan: (SPECIAL BUDGET SBA)
Explanatory Notes
Special Fiscal Year: July-December 2021

1	IFB NO.VPO/SBA/RB/001/2021	Petroleum products	This Package is intended to procure petroleum products for the office of the vice president. Gasoline_7,777.78 gallons Fuel_7,777.78 gallons
2	IFB NO.VPO/MCP/001/2021	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/RFQ/001/21	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/002/2021	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 4 (four) trips over the course of the Fiscal Period Note: that (USD\$36,000) was taken from the budget lines Fuel and Lubricant Vehicle.(USD\$20,000.00) Entertainment and Representation of Gifts (USD\$6,000.00) and Dom. Travel-Daily Subsids.Allow (USD\$10,000) for additional trips.
5.	IFB NO.VPO/SBA/RFQ/001/2021	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/RB/003/2021	Food & Catering Service	This contract package is funded by the Budget Line Food and Catering Services of the VPO's Budget and intended to procure assorted food items for the Office of the Vice President.

Oct. 8, 2021