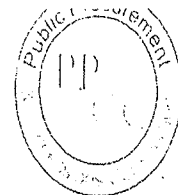




Republic of Liberia
Public Procurement & Concessions Commission

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/1620/20

November 18, 2020

Mr. Dale G. Gbotoe

HEAD OF NATIONAL OFFICE

West Africa Examination Council

Republic of Liberia

Dear Mr. Gbotoe:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the West Africa Examination Council (WAEC) SBA and Non SBA Procurement Plans for FY 2020/2021 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 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>.

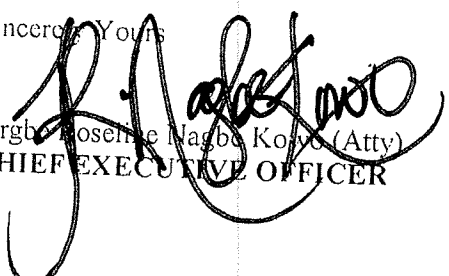
Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for WAEC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2020/2021.

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



Jargba Roseanne Nagbe Koro (Atty)
CHIEF EXECUTIVE OFFICER

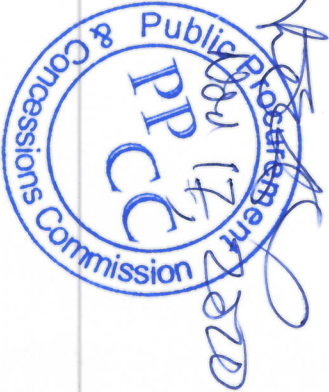
Regulating and Monitoring Compliance with the Public Procurement And Concession Act of Liberia

WEST AFRICAN EXAMINATIONS Council
PROCUREMENT PLAN (Non-SBA Core Budget)
Source of Founding GOL
Fiscal Year: July 1, 2020 - June 30, 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	REF. OF BID DOCUMENT	PC APPROVAL BID DOC/TFCH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSIO N OF BID EVALUATIO N REPORT	PC APPROVAL BID EVALUATIO N REPORT	CONTRAC T AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATI ON)	DELIVERY, INSPECTION (SUBSTANTI AL COMPLETIO N)	ACCEPTANC E & FINAL PAYMENT	REMARKS
PLANNED	1	IFB No WAEC/	stationery	G4761	sortd	US\$25,000.00	NCB	9/11/2020	13/11/2020	20/11/2020	27/11/2020	23/12/2020	30/12/2020	8/1/2021	25/01/2021	N/A	15/06/2021	30/06/2021	
UPDATE																			
ACTUAL																			
GRAND TOTAL						US\$25,000.00													

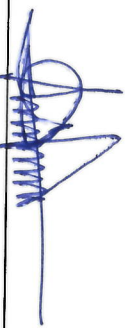
Prepared by: 
J. Nyemah Smith
Procurement Officer


Approved by: 
Date: 10/11/20
G. Gbotoe
Head of Procuring Entity



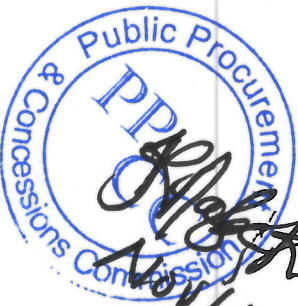
THE WEST AFRICAN EXAMINATIONS COUNCIL
MONROVIA, LIBERIA
Explanatory NOTES Non SBA PROCUREMENT PLAN
July 1, 2020-June 30, 2021

ITEMS	CODE	CONTRACT PACKAGE	DESCRIPTION
1	IFB NO. WAEC/NCB/001/20/21	Stationery	Items to be procured include: A4 sheets -200 Cartons, Legal sheets -150 Cartons, A-3 Brown Envelope -100 Cartons, Note Pads -20 Boxes, Executive Ball Pen -100 boxes, 85A Ink Cartridge 150 Pieces, 61 ink Cartridge 50sets, 80A Ink Cartridge 250 Pieces, Carbon Paper – 25pks, etc.
2		Lower Level Examinations Development, Printing and Airfreighting	WAEC Liberia intend to use the US\$150,000.00 to develop, print and airfreight the LHSCE from either in WAEC- Nigeria or WAEC- Ghana to Liberia. This amount is also use to pay International Suppliers that supplied Examination supplies for the Lower Level Examinations.
3		Upper Level Examination Development, Printing and Airfreighting	WAEC-Liberia intends to use the US\$1,900,000.00 to develop, print and airfreight the WAS SCE from either Nigeria- WAEC Office or Ghana-WAEC Office to Liberia. This amount is also use to pay International Suppliers that supplied Examination supplies for the Upper Level Examinations.
4		Local and other arrears	This amount of US\$ 100,000.00 is intended to be used to pay portion of the Government of Liberia indebtedness to the Council
5		Workshops, conferences, Symposia and seminars	This amount of US\$ 15,296.00 is intended to be used to pay per diem to Liberia Examiners that will participate in International Meetings

Prepared by: 
J. Nyemah Smith
Procurement Officer

Approved by: 
Dale G. Gbotoe
Head of Procuring Entity

Date: 10/11/20



10/18/2020