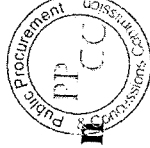




Republic of Liberia

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/1111/'20

March 19, 2020

Hon. Dale G. Gbotoe

HEAD OF NATIONAL OFFICE (HNO)

The West African Examinations Council

Liberia National Office

Monrovia, Liberia

Dear Hon. Gbotoe:

Subject: **RECEIPT AND APPROVAL OF SBA AND NON SBA PROCUREMENT PLAN
FOR FISCAL YEAR 2019/2020**

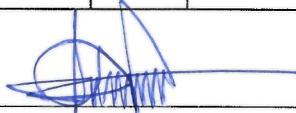
We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for The West African Examinations Council SBA and Non SBA Procurement Plan for FY2019/2020 in the accordance with **Section 40(3)** of the PPCA Act, 2010. The Commission however wishes to inform you that your Procurement Plan has been forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plans.

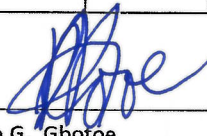
The Commission advises that you observe **Section 40(5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it become necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. Please note that the 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 require to again request the use of said approved method.

The Public Procurement and Concessions Commission admonishes and it a priority that you remain primarily in compliance with the PPCA, 2010. as we jointly continue to...

WEST AFRICAN EXAMINATIONS Council
PROCUREMENT PLAN (SBA Core Budget)
Source of Founding GOL
Fiscal Year July 1, 2019 - June 30, 2020

1	2	3	4		5	6	7	8	9	10	11	12
	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 SUBMISSION/PUBLIC OPENING
PLANNED	1	IFB No WAEC/SBA/RB/001/19/20	Petroleum Products (Fuel & Gasoline)	G4661	24,471.28 Gal.	US\$95,438.00	RB	2019/07/25	2019/07/30	2019/08/02	2020/03/13	2020/03/20
UPDATE												
ACTUAL												
PLANNED	2	IFB No WAEC/SBA/RB/002/19/20	Air Tickets	N7911	1 Firm	US\$167,123.00	RB	2019/07/25	2019/07/30	2019/08/02	2020/03/13	2020/03/20
UPDATE												
ACTUAL												
GRAND TOTAL						US\$262,561.00						

Prepared by: 
J. Nyemah Smith
Head of Procurement Unit

Approved by: 
Dale G. Gbotoe
Head of Procuring Entity

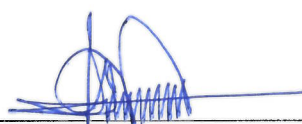

March 18, 2020

THE WEST AFRICAN EXAMINATIONS COUNCIL
MONROVIA, LIBERIA
Explanatory NOTES TO PROCUREMENT PLAN
SBA Core Budget Procurement Plan
July 1, 2019-June 30, 2020

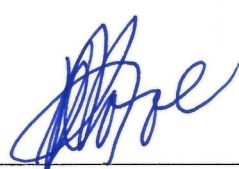
ITEMS	CODE	CONTRACT PACKAGE	DESCRIPTION
1.	Petroleum Products (Fuel & Gasoline)	IFB NO. WAEC/SBA/RB/001/19/20	This contract package is drawn from the budgetlines 1 (Vehicles & Generators) and it is intended to procure 11,009.7 gallons(fuel) @ 3.9¢ for office generators and 11,009.7 (fuel) for vehicles
2.	Air Tickets	IFB NO. WAEC/SBA/NCB/002/19/20	This Contract Package is drawn from the budget line 2 for Conferences, Symposia and Seminars and it is intended to cover the cost of air tickets to attend :July-2019 – to attend Appointment coordination and International Tenders meeting in Lagos, Nigeria. To organize Liberia Appointments Committee Meeting in Liberia, Registrar Planning and Coordinating Committee Meeting in October 2019. To attend the International Association of Examiners Assessment Conference (venue to be announced later), International Final Award and examiners Appointment Meeting in Banjul, Gambia, November 2019, CEEA Examinations Committee meeting and Liberia National Examinations Meeting, Liberia Administrative and Finance Committee Meeting in December-2019 to attend Registrar Annual Appraisal Committee Meeting in Accra, Ghana, January -2020 To attend the Board of Trustee of Endowment Fund (venue to be announced later), International Examinations committee meeting (Venue TBA later), February 2020 to organize Liberia Appointments Committee meeting, March 2020 To attend the Registrar Planning and Coordinating Committee Meeting (venue to be announced later). To attend the Annual Council Meeting in Liberia, April 2020 to attend in


March 18, 2020

Prepared by: _____


J. Nyemah Smith
Head of Procurement Unit

Approved by: _____


Dale G. Gbotoe
Head of Procuring Entity

Date: _____

17/03/20


Mar. 18, 2020