



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/0966/'19

December 20, 2019

Hon. Martin L. Poquie

**DIRECTOR**

Webbo Rural Teacher Training Institute  
Republic of Liberia

Dear Hon. Poquie:

Subject: **PROVISIONAL APPROVAL OF DRAFT 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 Webbo Rural Teacher Training Institute (**WEBBO**) Non SBA and SBA Procurement Plans for FY 2019/2020 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 2019/2020 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for WEBBO's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2019/2020 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 (2018/2019), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2019/2020.

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


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

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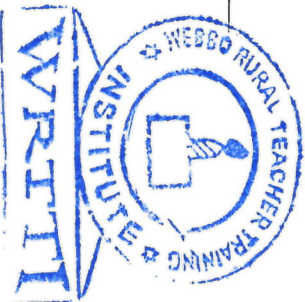
Regulating and Monitoring Compliance with the Public Procurement and Concession Act of Liberia

Webbo Rural Teacher Training Institute (WRTTI)  
 Procurement Plan (Core Budget)  
 Source of Funding: 2019-2020 National Budget  
 Budget Period/Fiscal Year: July 1, 2019 - June 30, 2020

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
BASIC DATA																				
	ITEM NO.	PACKAGE NUMBER (CODE)	CONT. PACKAGE	BUSINESS ACTIVITIES CODE(S)	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENTS	PC APPROVAL - BID DOC/TECH SPECS	BID INVATION & RELEASE OF BID DOC.	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION PRPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION )	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTAN CE & FINAL PAYMENT	REMRK	
PLAN	1	WRTTI/NCB/001/2019/2	Food Items	G4630	Assorted	160,000.00	NCB	7/26/2019	8/2/2019	8/8/2019	8/14/2019	9/16/2019	9/23/2019	9/30/2019	10/7/2019	N/A		6/15/2020	6/29/2020	
UPDATE																				
ACTUAL																				
Total						160,000.00														

Signed:   
 Jeremiah D.W. Tarty  
 Procurement Officer/WRTTI

Date: 28/11/2019




Approved:   
 Martin L. Poquie  
 Director/WRTTI

  
 Dec. 6, 2019

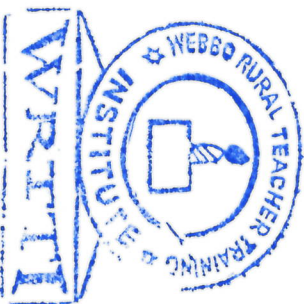


Webbo Rural Teacher Training Institute (WRTTI)  
Explanatory Note to Procurement Plan (Core Budget)  
Fiscal Year 2019/2020

No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No. WRTTI/NCB/001/2019/2020	Food Items	This contract package is intended to procure assorted food and catering items for trainees and trainee on campus such as rice, sardines, oil, sugar, baking powder, margarine, cornmeal, salt, canned mackre fish, egg, mampo, flour, cornmeal, cewamy wheat, cocoa dust, powder milk, quaker oats, onion, vita, yeast, froozen chicken, mayonnaisetea, black pepper, season all, smoked fish, canned beef, boneless meat, etc. This will be funded from the line item: Food and Catering Services. 7,000.00 USD from this line will be used to pruchase local food items

Signed:   
Jeremiah D. W. Tarty  
Procurement Officer/WRTTI

28/11/2019  
Date



Approved:   
Martina Poquie  
Director/WRTTI