

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

January 19, 2022

Hon. Martin Poquie

DIRECTOR

Webbo Rural Teacher Training Institute

Republic of Liberia

Dear Hon. Poquie:

Subject: **PROVISIONAL APPROVAL OF WEBBO RURAL TEACHER TRAINING INSTITUTE
SBA CORE BUDGET NON SBA PROCUREMENT PLANS FOR FISCAL YEAR 2022.**

We present our compliments and acknowledge receipt of your letter which sought the Commission's approval of Webbo's SBA Core Budget, Non SBA Procurement Plans for Fiscal Year 2022, in accordance with **Section 40(3)** of the PPC Act. The Commission hereby informs 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 advanced 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 notification of this information in the tender document for your guidance, the Commission has produced a short note explaining the process for framework agreements and advance procurement which you can download at <http://ppcc.gov.lr/vr/index.php/documents>.

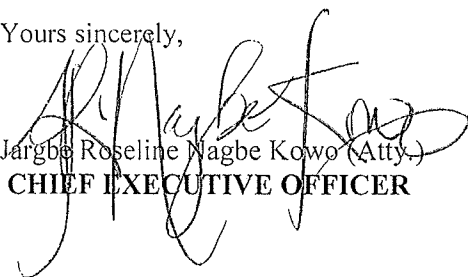
Upon the passage of the National Budget 2022, you are required to submit a revised/updated procurement plan, details budget for Webbo's allocation in the approved budget, Cash plan, names and positions of the Procurement Committee members for FY 2022 and staff of the Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended six months budget, 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

Yours sincerely,


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA								IMPLEMENTATION DATES											
	ITEM NO	PACKAGE NUMBER (CODE)	CONT. PACKAGE	BUSINESS ACTIVITIES CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/ROO/ DRAWINGS	PREP OF BID DOCUMENTS	PC APPROVAL- BID DOC/TECH SPECS	ELD INVIATION & RELEASE OF BID DOC.	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALIATION REPORT	PC APPROVAL- BID EVALIATION REPORT	CONTRACT AIVARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARK
PLAN UPDATE	1	IFB NO. WRTTI/SB/RF Q/001/2022	Petroleum Products	GH661	2421	9,039.00	RFO	1/8/2022	1/14/2022	1/20/2022	1/26/2022	2/1/2022	2/7/2022	2/14/2022	2/21/2022	N/A	12/15/2022	12/30/2022	
ACTUAL																			
PLAN UPDATE	2	IFB NO. WRTTI/SB/ARF Q/002/2022	Cleaning Materials	GH773	Assorted	4000.00	RFO	2/11/2022	2/19/2022	2/25/2022	3/3/2022	3/16/2022	3/22/2022	3/28/2022	4/4/2022	N/A	12/15/2022	12/30/2022	
ACTUAL																			
PLAN UPDATE	3	IFB NO. WRTTI/SB/ARF Q/003/2022	Drug & Medical Consumables	GH772	Assorted	4000.00	RFO	1/15/2022	1/22/2022	1/28/2022	2/3/2022	2/16/2022	2/22/2022	2/28/2022	3/7/2022	N/A	12/15/2022	12/30/2022	
ACTUAL																			
PLAN UPDATE	4	IFB NO. WRTTI/SB/ARF Q/004/2022	Spare parts For Vehicle	GH530	Assorted	4000.00	RFO	1/8/2022	1/14/2022	1/20/2022	1/26/2022	2/1/2022	2/7/2022	2/14/2022	2/21/2022	N/A	12/15/2022	12/30/2022	
ACTUAL																			
PLAN UPDATE	5	IFB NO. WRTTI/SB/ARF Q/005/2022	Stationery	GH761	Assorted	4000.00	RFO	2/11/2022	2/19/2022	2/25/2022	3/3/2022	3/16/2022	3/22/2022	3/28/2022	4/4/2022	N/A	12/15/2022	12/30/2022	
ACTUAL																			
Sub Total						25,029.00													

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

Date: January 7, 2022

Approved: Martin L. Pogue
Director/WRTTI



Jan 19, 2022



Webbo Rural Teacher Training Institute (WRTTI)
Draft Procurement Plan (SBA)
Source of Funding: 2022 National Budget
Calendar Year: January 1, 2022, December 30, 2022

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
		BASIC DATA						IMPLEMENTATION DATES												
	ITEM NO	PACKAGE NUMBER (CODE)	CONT. PACKAGE	BUSINESS ACTIVITIES CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/ DRAWINGS	PREP. OF BID DOCUMENTS	PC APPROVAL- BID DOC/TECH SPECS	ELD INVATION & RELEASE OF BID DOC.	BID SUBMISSION/ PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL- BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARK	
PLAN	6	IFB NO. WRTT/SA/R/F Q/006/2022	Educational Materials	CH761	Assorted	8000.00	RFO	1/15/2022	1/22/2022	1/28/2022	2/3/2022	2/16/2022	2/22/2022	2/28/2022	3/7/2022	N/A	12/15/2022	12/30/2022		
UPDATE																				
ACTUAL																				
PLAN	7	IFB NO. WRTT/SA/R/F Q/007/2022	Building Materials	CH663	Assorted	4000.00	RFO	2/11/2022	2/19/2022	2/25/2022	3/3/2022	3/16/2022	3/22/2022	3/28/2022	4/4/2022	N/A	12/15/2022	12/30/2022		
UPDATE																				
ACTUAL																				
PLAN	8	IFB NO. WRTT/SA/R/F Q/001/2022	Food Stuff	CH650	Assorted	133,000.00	NCB	1/5/2022	1/11/2022	1/18/2022	1/24/2022	2/24/2022	3/9/2022	3/16/2022	3/22/2022	N/A	12/15/2022	12/30/2022		
UPDATE																				
ACTUAL						145,000.00														
Total		GRAND TOTAL				170,029.00														

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

Date: January 7, 2022


Approved: Martin L. Poquie
Director/ WRTTI



Jan. 19, 2022
PPCC
Jan 19 / 2022

Webbo Rural Teacher Training Institute (WRTTI)
Explanatory Note to Procurement Plan (SBA)
Calendar Year 2022

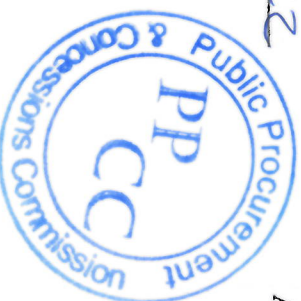
No	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. WRTTI/SBA/RFQ/001/2022	Petroleum products	This contract package is intended to procure fuel of WRTTI's vehicles and generators
2	IFB NO. WRTTI/SBA/RFQ/002/2022	Cleaning Materials and Service	This contract is intended to procure the following items: Soaps, brushes, tide soaps, towels, tissues, mops, brooms, etc.
3	IFB NO WRTTI/SBA/RFQ/003/2022	Drugs and Medical Consumables	This contract package is intended to procure assorted drugs and other medical supplies for WRTTI Clinic such as paracetamol, aspirin, and other first aid materials, etc.
4	IFB NO WRTTI/SBA/RFQ/004/2022	Spare Parts for Vehicle	This contract package is intended to procure spare parts for WRTTI vehicles: Tyres, bearings, battery priming pumps, pump, butt, break shoes, break pads, etc. this contract package will be funded from the line item: Repair and Maintenance – Vehicle.
5	IFB NO WRTTI/SBA/RFQ/005/2022	Stationery	This contract package is intended to procure assorted stationery items for administrative and academic use: sheets, cartridges, photo copiers, printers, ledgers, chalks, glue, marker, pen, folders, staplers, staple pins, pencils, punch, ruler, poster sheets, glue, tapes, etc.
6	IFB NO WRTTI/SBA/RFQ/006/2022	Educational Materials	This contract package is intended to procure development and printing of assorted educational Materials for academic purpose. Training modules/ booklets: foundation, child development, pedagogy teaching content, teacher plan book, teacher roll book, copy books, poster sheets, etc.
7	IFB NO WRTTI/SBA/RFQ/007/2022	Building Materials	This contract package is intended to procure building materials: cement, electric wire, light bulbs. Various types of planks, nails, zinc, doors, frames, tiles, sockets, sand, etc. This contract package is funded from the line item: Repair and maintenance- Civil.
8	IFB NO WRTTI/SBA/NCB/001/2022	Food Stuff	This contract package is intended to procure assorted food and catering items for trainees and trainer on campus, such as rice, sardine, oil, sugar, baking powder, margarine, corn meal, salt, canned mackerel, fish, eggs, manpo, flour, creamy wheat, coco dust, powder milk, Quaker oats, onion, vita, yeast, frozen chicken, mayonnaise, lipton tea, black pepper, season All, smoke fish, boneless meat, etc. This will be founded from the line item: Food and catering services. Twelve thousand seven hundred United State Dollars (\$12,700.00 USD) from this will be used to purchase food items..

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

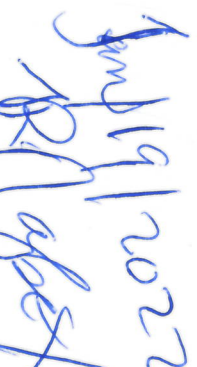
Date: January 7, 2022

Approved:

Martin L. Poquie
Director/WRTTI




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