



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/0507/19**

September 18, 2019

Hon. Estelle Liberty Kemoh  
**ACTING DIRECTOR GENERAL**  
Liberia Broadcasting System  
Republic of Liberia

Dear Hon. Kemoh:

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 Liberia Broadcasting System SBA, Non SBA and Consultancy 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 LBS'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 Roseanne Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

**THE LIBERIA BROADCASTING SYSTEM  
CONSULTANCY PROCUREMENT PLAN (SBA CORE BUDGET)  
SOURCE OF FUNDING: GOL NATIONAL BUDGET  
FISCAL YEAR: 2019/2020**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity code	No. of FIRMS/PE RSONS	ESTIMATED COST (USD)	SELECTION METHOD	REQUEST FOR EXPRESSION OF INTEREST, if applicable											
							PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL-EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL-FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL-COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING
PLANNED	1		LEGAL SERVICE	1firm	15,000.00	LCS	5/06/19	5/13/19	6/03/19	6/10/19	6/17/19	7/01/19	7/08/19	7/15/19	8/05/19	8/12/19	8/26/19	9/16/19
UPDATE																		
ACTUAL																		
PLANNED	2		FINANCIAL SERVICES	1firm	15,000.00	LCS	5/07/19	5/14/19	6/04/19	6/11/19	6/18/19	7/02/19	7/09/19	7/16/19	8/06/19	8/13/19	8/27/19	9/17/19
UPDATE																		
ACTUAL																		
PLANNED	3		TECHNICAL SERVICES	1firm	15,000.00	LCS	5/27/19	6/03/19	6/24/19	7/01/19	7/8/19	7/22/19	7/29/19	8/05/19	8/26/19	9/09/19	9/16/19	10/01/19
UPDATE																		
ACTUAL																		
			<b>GRAND TOTAL</b>		<b>45,000.00</b>													

Prepared by: Michael Kojo  
Procurement Director

Approved by: Ledgerwood J. Rennie  
Head of Entity/Chairman Proc. Committee

Date: Sept 9, 2019

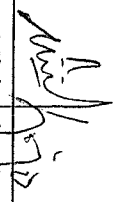
*PP. T. Tucker Jr*  
9/16/19


*R. Rennie*  
9/16/19

**THE LIBERIA BROADCASTING SYSTEM  
PROCUREMENT PLANE: Explanatory Notes**

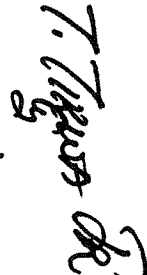
Fiscal Year: 2019/2020

# Line	Contract Package Code	Contract Package	Content of Contract Package
1	RFP No. LBS/SBA/LCS/001/19/20	Legal Service	This contract package is intended to hire a firm that will provide legal advice to the Liberia Broadcasting System.
2	RFP No. LBS/SBA/LCS/002/19/20	Financial Services	This contract package is intended to hire a financial firm to conduct regular training of account staffs on financial management, software, production and authentication of key financial reports.
3	RFP No. LBS/SBA/LCS/003/19/20	Technical Services	This contract package is intended to hire technical services, such as: technical advice, review all drawing, maps, points and monitor daily works as related to LBS administrative building.

Prepared by:   
Michael Kojo  
Procurement Director

Approved by:   
Ledgerhood J. Rennie  
Head of Entity/Chairman Proc. Committee

Date: Sept 9, 2019

  
T. Traoré  
9/16/19

