



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/0949/19**

December 12, 2019

Hon. Thomas Doe Nah
COMMISSIONER GENERAL
Liberia Revenue Authority
Republic of Liberia

Dear Hon. Doe Nah:

Subject: **RECEIPT AND APPROVAL OF SPECIAL PROJECT (EXCISE STAMP)
PROCUREMENT PLAN FOR FISCAL YEAR 2019/2020**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Liberia Revenue Authority Special Project Procurement Plan (*Goods and Services*) for Fiscal Year 2019/2020 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs you that your special project Procurement Plan will be forwarded to the Ministry of Finance & Development Planning (MFDP), for notification on the mode of procurement and source of funding (where the actual cost quoted by the responsive bidder would subsequently be paid from the sales of the excise stamp), after full conclusion of the stipulated procurement process. This notification is in furtherance of PPCA **Section 72 (a) (b) and c**.

The Commission counsels that you observe **Section 40 (5)** of the PPCA, 2010 which states “each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission.”

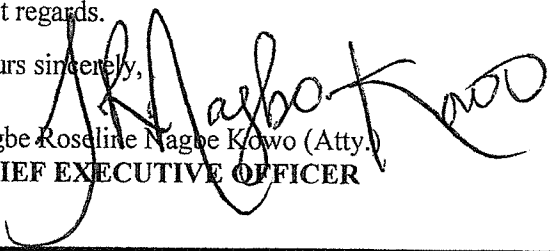
Please note that an approval of a method on the procurement plan is deemed as the Commission’s full approval and as such a Procuring Entity will not be required to again request the use of said approved method. Additionally, the Liberia Revenue Authority is advised to follow the basic procedures of Restricted Bidding as prescribed under **Section 51** of the PPCA to ensure the bidding process for the procurement under review is done in strict compliance with the PPCA.

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.

Best regards.

Yours sincerely,


Jargbe Roseline Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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



Procurement Plan (Excise Stamp Special Project Procurement)

Source of Funding: Excise Stamp Sales

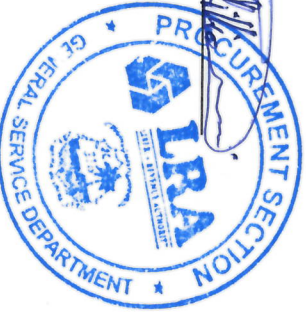
Fiscal Year: 2019/2023

December 10, 2019



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)	Contract Package	Business Activity Code	Qty	Estimated Cost (USD)	Procurement Method	Technical Specs/BOQ/ Drawings	Prep. of Bid Document	PC Approval Bid Doc./Tech. Specs.	Bid Invitation & Release of Bid Doc.	Bid submission/ Pub lic Opening	Submission of Bid Evaluation Report	PC Approval- Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial completion)	Acceptance & Final Payment		
Planned	1	No LRA/RB/01/019-020	Excise Stamp Printing	CI 812	Assorted	N/A	Restricted Bid	25/11/2019	02/12/2019	04/12/2019	16/12/2019	27/01/2020	17/02/2020	24/02/2020	02/03/2020	N/A	02/04/2020	02/04/2023	
Update																			
Act.																			
Grand Total:																			
N/A																			

Prepared by: Lovetta J. Williams
 OIC - Procurement Unit



Approved: Thomas Doe Nah
 Chairman - Procurement Committee

Date:

12/11/19

T. Taylor Jr

DECEMBER 11, 2019

Thomas Doe Nah
 December 12, 2019

ANNEX 1

Notes to Procurement Plan

Item	Contract Package	Description
1	Excise Stamp Printing	One (1) Firm will be hired to set-up facilities required (Warehousing, Stamping, Fifty (50) Handheld Devices, etc.). Taxpayers will pay price established by LRA per stamp to Vendor or Supplier. Vendor or supplier will recoup its investment on the basis of stamps purchased over a period of four years.

Dec 12 2019
[Signature]

