



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 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0219/24**

May 7, 2024

Dr. Matthias F. Korpu
ACTING CHAIRPERSON
Governance Commission
16 Street, Sinkor
Monrovia, Liberia

Dear Dr. Korpu:

Subj: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2024**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Governance Commission Draft Procurement Plan. Following thorough review, the Commission hereby approves the GC's draft procurement plan for fiscal year 2024 in accordance with **Section 40 (3)** of the PPCA, 2010, and informs the GC that the procurement plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved procurement plan. However, the Commission is requesting that the GC submits contract award information when submitting its final procurement plan for approval.

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. However, 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.

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.

Sincerely yours,


Bodger Scott Johnson (Hon.)
CHIEF EXECUTIVE OFFICER

**GOVERNANCE COMMISSION
PROCUREMENT PLAN (SBA- PROCUREMENT PLAN)
BUDGET PERIOD: 2024**

1+A1-A1-227		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
ITEM NO.	BASIC DATA							IMPLEMENTATION DATES												REMARKS
	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/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			
PLANNED	1	IFB No. GC/SBA/RFQ/001/2024	Petroleum Products	G4661	\$6,106 @ 5=\$1,221 gallon	\$6,106.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB No. GC/SBA/RFQ/002/2024	Repair & Maintenance Civil/ Building materials	G4663	Assorted	\$530.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024		
UPDATE																				
ACTUAL																				
PLANNED	3	IFB No. GC/SBA/RFQ/003/2024	Stationery	G4761	Assorted	\$4,900.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024		
UPDATE																				
ACTUAL																				
PLANNED	4	IIFB No. GC/SBA/RFQ/004/2024	Advertising and Pulication	J5813	3 Firms	\$955.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024		
UPDATE																				
ACTUAL																				
PLANNED	5	IFB No. GC/SBA/RFQ/005/2024	Vehicle Insurance	K6512	1 Firm	\$1,560.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	5/29/2024	6/5/2024	6/12/2024	6/19/2024	N/A	12/2/2024	12/20/2024		
UPDATE																				
ACTUAL																				
PLANNED	6	IFB No. GC/SBA/RFQ/006/2024	PRINTING	I-1812	1 firm	\$6,410.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	5/29/2024	6/5/2024	6/12/2024	6/19/2024	N/A	12/2/2024	12/20/2024		
UPDATE																				
ACTUAL																				
Subtotal						\$20,461.00														

Prepared: *[Signature]* Date: *4/24/24*
Varney A. Kromah
 Procurement Director

[Handwritten Signature]
 May 1, 2024

[Handwritten Signature]
 5/8/24



Approved by: *[Signature]* Date: *29-04-24*
 Dr. Matthias Kogele
 ACTING CHAIR, PROCUREMENT COMMITTEE

GOVERNANCE COMMISSION
 PROCUREMENT PLAN (SBA- PROCUREMENT PLAN)
 BUDGET PERIOD: 2024


1	2		3			4			5			6			7			8			9			10			11			12			13			14			15			16			17			18			19			20		
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA			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/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	REMARKS																																					
			Business Activity Code	Qty																																																				
PLANNED	6	IIFB No. GC/SBA/RFQ/006/2024	Scratch Card	J6190	27.3 pks @ \$50 for \$5	\$1,365.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024																																						
UPDATE																																																								
ACTUAL																																																								
PLANNED	7	IIFB No. GC/SBA/RFQ/007/2024	Catering Services	H562	1 Firm	\$4,825.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024																																						
UPDATE																																																								
ACTUAL																																																								
PLANNED	8	IIFB No. GC/SBA/RFQ/008/2024	Repair & Maintenance of Computer hardware	P9511	1 Firm	\$584.00	RFQ	5/1/2024	5/8/2024	5/15/2024	5/22/2024	6/5/2024	6/19/2024	6/26/2024	7/10/2024	N/A	12/2/2024	12/20/2024																																						
UPDATED																																																								
ACTUAL																																																								
Subtotal						\$6,774.00																																																		
Provisional Total						\$27,235.00																																																		

Prepared by:  Date: 4/24/24
 Varney A. Kromah
 PROCUREMENT DIRECTOR

Approved by:  Date: 29-04-24
 Dr. Marjorie P. ...
 ACTING CHAIR, PROCUREMENT COMMITTEE




 May 1, 2024


 5/8/24