



REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: www.pccc.gov.lr EMAIL: info@pccc.gov.lr PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. **PPCC/RL/CEO/0256/24'**

May 22, 2024

Hon. Galakpai W. Kortimai
DIRECTOR GENERAL
General Services Agency
UN Drive Old USTC Compound
Monrovia Liberia

Dear Hon. Kortimai:

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 General Services Agency Draft Procurement Plan. Following thorough review, the Commission hereby approves the GSA's draft procurement plan for fiscal year 2024 in accordance with **Section 40 (3)** of the PPCA, 2010, and informs the GSA 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.

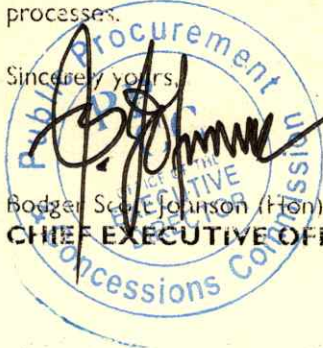
The Commission counsels that you observe **Section 40 (5) of the PPCA, 2010**, which states "**each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material 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,


Rodger Scott Johnson (Hon).
CHIEF EXECUTIVE OFFICER



Procurement Plan for Goods, Works and Non-Consulting Services -

Name of Entity: General Services Agency
 PROCUREMENT PLAN (Non-SBA)
 Source of Funding: Government of Liberia

Budget Period/Fiscal year: 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)	BASIC DATA					IMPLEMENTATION DATES													REMARKS
			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#:GSA/NCB/001/24	Building Materials	G4663	Assorted	24,179	NCB	5/22/24	5/29/24	6/5/22	6/11/24	7/10/24	7/17/24	7/22/24	7/29/24	N/A	12/13/24	12/30/24			
UPDATE																					
ACTUAL																					
PLANNED	2	IFB#:GSA/RFQ/001/24	Vehicles Spare Parts	G4530	Assorted	8,451	RFQ	5/22/24	5/25/24	5/31/24	6/6/24	6/18/24	6/24/24	6/28/24	7/3/24	N/A	12/13/24	12/30/24			
UPDATE																					
ACTUAL																					
PLANNED	3	IFB#:GSA/RFQ/002/24	Generator Spare Parts	G4659	Assorted	8,015	RFQ	5/22/24	5/25/24	5/31/24	6/6/24	6/18/24	6/24/24	6/28/24	7/3/24	N/A	12/13/24	12/30/24			
UPDATE																					
ACTUAL																					
SUB-TOTAL						40,645															

Prepared by: *Lincorn Weah*
 Procurement Director/ Manager

Approved by: _____
 Head of Entity/Chairman Pro.C'mtte

Date: 05/22/24

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 May 22, 2024



Procurement Plan for Goods, Works and Non-Consulting Services -

Name of Entity: General Services Agency
PROCUREMENT PLAN (NON-SBA)
 Source of funding: Government of Liberia
 Budget Period/Fiscal year: 2024

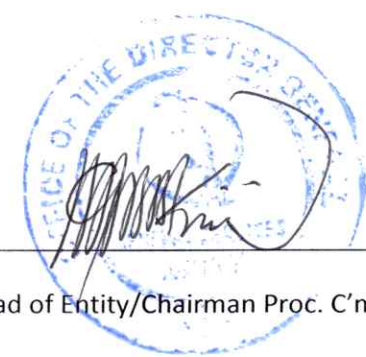
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PLANNED	4	IFB#:GSA/RFQ /003/24	Purchase of Cleaning materials	G4773	Assorted	4,012	RFQ	5/22/24	5/25/24	5/31/24	6/6/24	6/18/24	6/24/24	6/28/24	7/3/24	N/A	12/13/24	12/30/24		
UPDATE																				
ACTUAL																				
GRAND TOTAL						44,657														

Prepared by: *Lisetta Kyeah*
 Procurement Director/ Manager

Approved by: _____
 Head of Entity/Chairman Proc. C'mttee

Date: 05/22/24

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 May 22, 2024



Name of Entity: General Services Agency

Procurement Plan Explanatory Notes (Non-SBA)

Fiscal Year: 2024

Items no	contract code	package	Contract package	Content of contract package
1.	IFB#:GSA/NCB/001/24		Building Materials	This contract package is from the budget line –item Repair and Maintenance Civil which is intended to procure assorted building materials such as: Electrical materials, general building materials and plumbing materials.
2.	IFB#:GSA/RFQ/001/24		Vehicle spare parts	This contract package is from the budget line –item Repair and Maintenance vehicle which is intended to procure assorted vehicle spare parts, such as: fuel filter, bushing, oil filter, front brake, back brake, double contact bulb.
3.	IFB#:GSA/RFQ/002/24		Generator spare parts	This contract package is from the budget line –item Repair and Maintenance Generator which is intended to procure assorted generator spare parts such as: oil , air filter, air element etc.
4.	IFB#:GSA/RFQ/003/24		Cleaning Materials	This contract package is intended to procure assorted cleaning materials such as toilet tissues , soaps, brooms, towers, chloride , hand sanitizer, air freshener, etc.: and the provision of cleaning services such as garbage collection and other related services

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May 22, 2024

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Procurement Plan for Goods, Works and Non-Consulting Services -

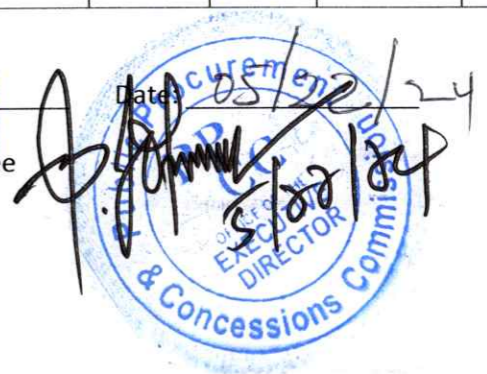
Name of Entity: General Services Agency
PROCUREMENT PLAN (SBA)
 Source of Funding: Government of Liberia
 Budget period/ Fiscal year: 2024

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PLANNED	3.	IFB#:GSA/SBA/RB/003/24	Stationery	G4761	Assorted	12,302	RB	5/22/24	5/27/24	5/31/25	6/6/24	6/19/24	6/24/24	6/27/24	7/4/24	N/A	12/13/24	12/30/24		
UPDATE																				
ACTUAL																				
PLANNED	4.	IFB#:GSA/SBA/RFQ/001/24	Repair of ICT-Equipment	S9511	1Firm	2,459	RFQ	5/22/24	5/25/24	5/31/24	6/6/24	6/18/24	6/24/24	6/28/24	7/3/24	N/A	12/13/24	12/30/24		
UPDATE																				
ACTUAL																				
PLANNED	5.	IFB#:GSA/SBA/RFQ/002/24	Printing & Binding Services	C1812	1Firm	2,451	RFQ	5/22/24	5/25/24	5/31/24	6/6/24	6/18/24	6/24/24	6/28/24	7/3/24	N/A	12/13/24	12/30/24		
UPDATE																				
ACTUAL																				
GRAND TOTAL						69,109														

Prepared by: *Xinofa Weah*
 Procurement Director/ Manager

Approved by: _____
 Head of Entity/Chairman Proc. C'mtee

Date: 05/22/24

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 May 22, 2024

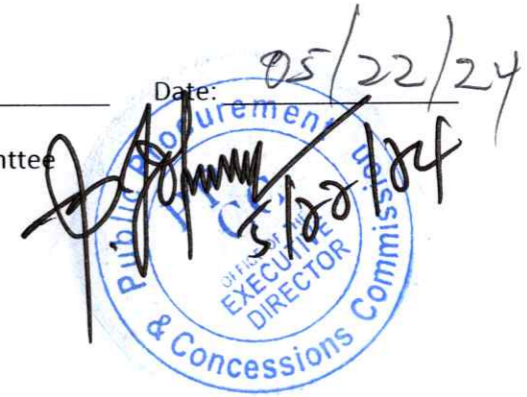
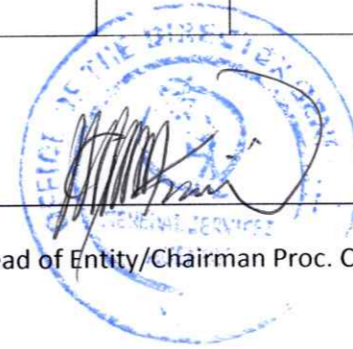
Procurement Plan for Goods, Works and Non-Consulting Services -

Name of Entity: General Services Agency
PROCUREMENT PLAN (SBA)
 Source of Funding: Government of Liberia
 Budget period/fiscal year: 2024

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PLANNED	1	IFB#:GSA/SBA/RB/001/24	Scratch Cards	J6190	2,560 Pcs @5	12,803	RB	5/22/24	5/27/24	5/31/24	6/6/24	7/5/24	7/12/24	7/17/24	7/22/24	N/A	12/13/24	12/30/24		
UPDATE																				
ACTUAL																				
PLANNED	2	IFB#:GSA/SBA/RB/002/24	Petroleum Products (Diesel & Gasoline)	G4661	7,665.4 @5.1	39,094	RB	5/22/24	5/27/24	5/31/24	6/6/24	7/5/24	7/12/24	7/17/24	7/22/24	N/A	12/13/24	12/30/24		
UPDATE																				
ACTUAL																				
SUB- TOTAL						51,897														

Prepared by: *Dinola Kweah*
 Procurement Director/ Manager

Approved by: _____
 Head of Entity/Chairman Proc. C'mttee



May 22, 2024

Name of Entity: General Services Agency

Procurement Plan Explanatory Notes (Non-SBA)

Fiscal Year: 2024

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May 22, 2024

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