



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/217/'23

October 23, 2023

Hon. Emma Metieh Glassco  
**DIRECTOR GENERAL**  
National Fisheries and Aquaculture Authority (NaFAA)  
Republic of Liberia

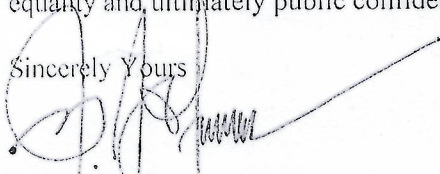
Dear Hon. Glassco:

Subject: RECEIPT AND APPROVAL OF NATIONAL FISHERIES AND AQUACULTURE NON-SBA PROJECT BUDGET PROCUREMENT PLANS FOR FISCAL YEAR 2023.

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the National Fisheries and Aquaculture Non-SBA Project Budget Procurement Plans for Fiscal Year 2023 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission wishes to inform the National Fisheries and Aquaculture Authority that its 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 Plans.

The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. 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 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  
**CHIEF EXECUTIVE OFFICER**

Rec. HAROLD AGSUR  
HSA  
10/23/2023



Republic Of Liberia

**NATIONAL FISHERIES AND AQUACULTURE AUTHORITY (NaFAA)**

P.O.Box 1384

Bushrod Island, Monrovia, Liberia



Office of the Director General

Email: [emglassco@nafaa.gov.lr](mailto:emglassco@nafaa.gov.lr)

RL/NaFAA/DG/L-223/'23

September 26, 2023

Hon. Bodger Scott Johnson  
**CHIEF EXECUTIVE OFFICER**  
Public Procurement and Concessions Commission (PPCC)  
Executive Mansion Grounds  
Monrovia, Liberia

Dear Hon. Johnson:

**Ref: Submission of Non-SBA Project Budget Procurement Plan for Technical Assistance for Agricultural Transformation in Countries in Transition Project (TSF)**


I present my compliments and wish to submit the Non-SBA Project Budget Procurement Plan of the National Fisheries and Aquaculture Authority for the Technical Assistance for Agricultural Transformation in Countries in Transition Project (TSF) which has been planned for implementation from **July 28, 2023 to December 31, 2023**.

This submission is in accordance with Section 40 of the Public Procurement and Concessions Act (PPCA), 2010.

Attached herewith are the Non-SBA Project Budget Procurement Plan, Sub-Grant Agreement between the International Center for Living Aquatic Resources Management (ICLARM) also known as WorldFish, and the National Fisheries and Aquaculture Authority, and the TSF Budget.

As I look forward to the timely approval of the Plan, I wish to extend my thanks and appreciation to the Commission for the level of support and reassure you that the National Fisheries and Aquaculture Authority shall continue to remain in compliance with the PPCA in order to maintain transparency, competition and accountability within its procurement framework.

Kind regards,

  
Emma Metieh Glassco  
**DIRECTOR GENERAL**




Received:  
Dennis Taylor  
Oct. 5, 2023  
Time: 1:40pm

**Motto: Sustainability, Equity & Transparency**

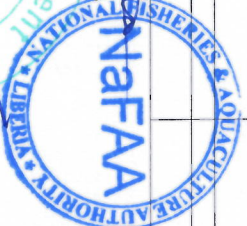
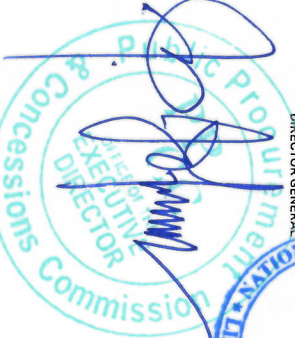
NATIONAL FISHERIES AND AQUACULTURE AUTHORITY  
NON-SBA PROJECT BUDGET PROCUREMENT PLAN  
Source of Funding: INTERNATIONAL CENTER FOR LIVING AQUATIC RESOURCES MANAGEMENT (WORLD FISH) - TECHNICAL ASSISTANCE FOR AGRICULTURAL TRANSFORMATION IN COUNTRIES IN TRANSITION PROJECT (TSP) BUDGET  
Period: July 28, 2023 - December 31, 2023

ITEM NO.	PACKAGE NUMBER (GOOD)	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	BASIC DATA												
							TECHNICAL SPECIFICATIONS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOCUMENT	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/INSTALLATION COMPLETION	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED	1	IFB No. NAFAA/TSR/RFO/001/2023	Petroleum Products	G-4661	67 gals @ \$5.91	400.00	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
PLANNED	2	IFB No. NAFAA/TSR/RFO/002/2023	Printing & Production Services	C-1811	1 Firm	300.00	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB No. NAFAA/TSR/RFO/003/2023	Stationery	G-4761	Assorted	555.00	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
ACTUAL																			
PLANNED	4	IFB No. NAFAA/TSR/RFO/004/2023	Catering Services	L-5621	1 Firm	5,530.00	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
ACTUAL																			
PLANNED	5	IFB No. NAFAA/SBA/RFO/005/2023	Broodstock	A-0321	Assorted	450.00	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
ACTUAL																			
					SUB TOTAL	7,235.00													

Prepared By:   
Patrick E. Mall  
PROCUREMENT DIRECTOR


Approved by:   
Emma Mather-Glass  
DIRECTOR GENERAL

DATE: Sept. 26, 2023



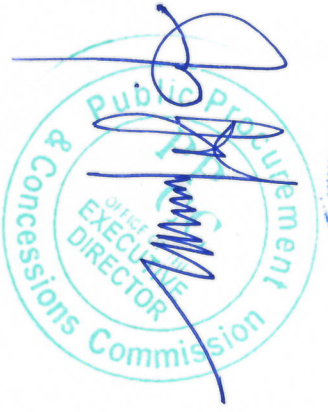
NATIONAL FISHERIES AND AQUACULTURE AUTHORITY  
 S&A PROCUREMENT PLAN  
 Source of Funding: INTERNALLY GENERATED REVENUE (NAFAA APPROVED BUDGET 2023)  
 Fiscal period: January 1, 2023 - December 31, 2023

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	BUSINESS ACTIVITY CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/ROWINGS	PREP. OF BID DOCUMENT	PG APPROVAL - BID DOCTECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION/PUBL IC OPENING	SUBMISSION OF BID EVALUATION REPORT	PG APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED	6	IFB No. NFAA/TS/FRFQ/006/2023	Fish Feed	G-4820, C-1080	Assorted	650.00	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
ACTUAL																			
PLANNED	7	IFB No. NFAA/TS/FRFQ/007/2023	Hatchery Input	A-0321	Assorted	958.10	RFQ	9/21/2023	9/25/2023	9/27/2023	10/2/2023	10/9/2023	10/16/2023	10/18/2023	10/25/2023	N/A	10/27/2023	12/31/2023	
UPDATE																			
ACTUAL																			
					SUB TOTAL	1,608.10													
					GRAND TOTAL	8,843.10													

Prepared By:   
 Patrick B. Pardi  
 PROCUREMENT DIRECTOR

Approved By:   
 Emma Marlene Espalacion  
 DIRECTOR GENERAL

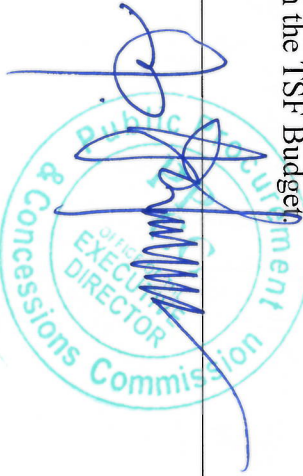
Date: Sept. 26, 2023



**National Fisheries and Aquaculture Authority**  
**Explanatory Notes**  
**Non-SBA Project Budget Procurement Plan**  
**July 28, 2023 to December 31, 2023**

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
1.	IFB No. NaFAA/TSF/RFQ/001/2023	Petroleum Products	This contract package is intended to procure fuel for use in NaFAA vehicles and generators and for other operations during stakeholders' workshop organized during the TSF project implementation period. At an estimated unit cost of US\$4.83, we intend to procure 83 gallons of petroleum products. This will be procured from the TSF Budget.
2.	IFB No. NaFAA/TSF/RFQ/002/2023	Printing & Production Services	This contract package is intended to hire the services of a firm to print banners for stakeholders' workshop that will be held during the TSF Project implementation period. This will be procured from the TSF Budget.
3.	IFB No. NaFAA/TSF/RFQ/003/2023	Stationery	This contract package is intended to procure assorted stationery items for use during workshops/ programs organized in the TSF Project implementation period. Stationery to be procured includes: Writing pad/ pen (bulk). This will be procured from the TSF Budget.
4.	IFB No. NaFAA/TSF/RFQ/004/2023	Catering Services	This contract package is intended to hire the services of a firm to provide catering services as refreshment for participants during workshops organized during the TSF project implementation period. This will be procured from the TSF Budget.
5.	IFB No. NaFAA/TSF/RFQ/005/2023	Brood Stock	This contract package is intended to procure brood stock, including fingerlings, that will be used for demonstration during on-farm workshops held during the TSF project implementation period. This will be procured from the TSF Budget.
6.	IFB No. NaFAA/TSF/RFQ/006/2023	Fish Feed	This contract package is intended to procure assorted aquarium fish feed that will be used for demonstration purposes during on-farm workshops held during the TSF project implementation period. This will be procured from the TSF Budget.

*Oct 20 2023*

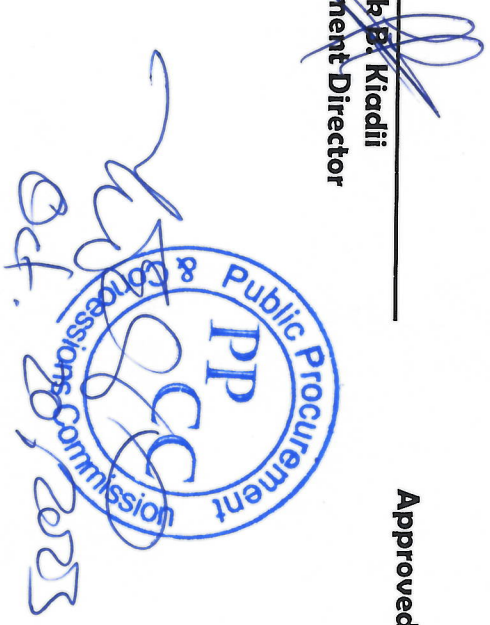


**DETAILED DESCRIPTION**

NO.	PACKAGE CODE	CONTRACT PACKAGE	DETAILED DESCRIPTION
7.	IFB No. NaFAA/TSF/RFQ/007/2023	Hatchery Input	This contract package is intended to procure assorted hatchery input that will be used for demonstration during on-farm workshops on mass production of fingerlings during the TSF project implementation period. This will be procured from the TSF Budget.
		Accommodation, Per diem, and Transportation for participants	These budget line items are non-procurable. Funds from these lines will be paid directly to participants/ extension officers who will be attending stakeholders' workshop during the TSF project implementation period to cover their accommodation, transportation, and per diem.

Prepared by: \_\_\_\_\_

**Patrick B. Kiadii**  
Procurement Director

*[Handwritten Signature]*  


Approved by: \_\_\_\_\_

**Emma Metieh Glasco**  
Director General

*[Handwritten Signature]*  


Date: Sept. 26, 2023

