



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/0481/'19

September 4, 2019

Hon Paulette Findley

OFFICER-IN-CHARGE

Central Agriculture Research Institute

Republic of Liberia

Dear Hon. Findley:

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 Central Agriculture Research Institute 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 CARI'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 Rose (nee Njagbe Kowo) (M.A. City).

CHIEF EXECUTIVE OFFICER

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

**Name of Entity: Central Agricultural Research Institute
PROCUREMENT PLAN (Core Budget)
Source of Funding: Government of Liberia
Budget Period/Fiscal year: 2019/20**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECTION METHOD	REQUEST FOR EXPRESSION OF INTEREST,						IMPLEMENTATION DATES							
						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	CONTINUED & SIGNII		
PLANNED	1.	FIB NO. CARI/ LCS/001/ 19/2020	Consultanc	1 FIRM	40,000.00	LCS	8/22/2019	N/A	N/A	N/A	N/A	10/19/2019	10/22/2019	29/10/2019	11/27/2019	12/10/2019	12/17/2019	12/19/2019	
UPDATE																			
ACTUAL																			
PLANNED																			
UPDATE																			
Sub TOTAL					40,000.00														
GRAND TOTAL					40,000.00														

Prepared by: [Signature]
Procurement Director/ Manager

Approved by: [Signature]
Head of Ent. Chairman Proc. Committee



Date: 14/09/2019
Provisional
[Signature]

*200227
5/10/2019, 2, 2, 15*

CENTRAL AGRICULTURAL RESEARCH INSTITUTE (CARI)

Draft CARI Procurement Plan (Core Budget) Explanatory Note

Fiscal Period: 2019-2020

No	Package Code	Contract Package	Explanatory Note
8	IFB No. CARI/LCS/001/19/20	AGRICULTURAL RESEARCH	Funds on this line will be used for conducting research on the agricultural processes of the country by Agricultural Scientists

Cutler
Summar 3, 2019

Provisional
M. Agbawo
09/04/19