

Republic of Liberia  
**Public Procurement & Concessions Commission**

Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Website: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) | Email: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) | Phone Short Code: 4357

Ref. PPCC/RL/CEO/1567/'20

October 13, 2020

Hon. Mary T. Broh  
**DIRECTOR GENERAL**  
General Services Agency  
Republic of Liberia

Dear Hon. Broh:

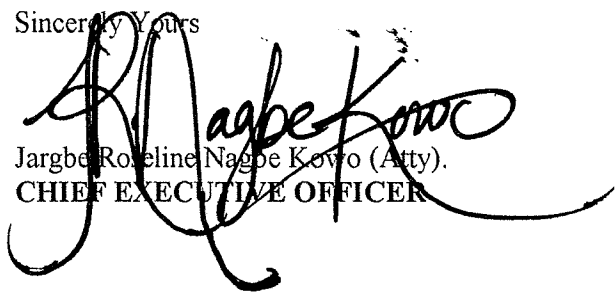
Subject: RECEIPT AND APPROVAL OF GSA EMERGENCY PROCUREMENT PLAN (PROCUREMENT AND INSTALLATION OF ELECTRIC TRANSFORMER).

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the General Services Agency (GSA) Emergency Procurement Plan (**Procurement and Installation of Electric Transformer**) at the Ministerial Complex for Fiscal Year 2019/2020 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission wishes to inform the GSA that its Procurement Plan has been 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



Jargbe R. Nagbe Koro (Atty).  
CHIEF EXECUTIVE OFFICER

**General Services Agency (GSA)/MINISTERIAL COMPLEX**  
**Emergency PROCUREMENT PLAN**  
 Source of Funding: Government of Liberia  
 Fiscal year: 2020/2021

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	Vendor's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BO Q/DRAWING GS	PREPARATION OF BID DOC.	PC APPROV. - BID DOC/ TECH SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBMSN./ PUBLIC OPENING	SUBMISSION OF BID EVAL. REPORT	PC APPROVAL - BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPI FINA PAYME	
PLANNED	1	IFBNO.GSA /EPP/SS/ 001/20/21	Procurement & Installation of Transformer	2 Set	379,358 .00	SS	10/8/2020	10/12/2020	10/13/2020	10/14/2020	10/15/2020	10/16/2020	10/19/2020	10/20/2020	N/A	6/15/2021	6/30/21	
UPDATE																		
<b>SUBTOTAL</b>					<b>379,358 .00</b>													

Prepared by: *Johnson P. Swan*  
 Procurement Director/ Manager

Approved by: *Mary B. B. B.*  
 Head of Entity/Chairman Proc. Cmtee

Date: 10/13/2020



Name of Entity: General Services Agency  
Emergency Procurement Plan Explanatory Notes  
Fiscal Year: 2020/2021

No.	Code	Package	Content of the Package
1.	IFB#.GSA/EPP/SS/001/20/21	Procurement & Installation of Transformer	This contract package is from the budget line item procure and install electric transformer system which is intended to procure two (2) sets of electric transformer system for the Ministerial Complex during the fisc 2020/2021.

*MB*

Oct 13 2020  
*[Signature]*  
Public Procurement Commission