

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/1363/2020

July 14, 2020

Hon. Bartholomew B. Colley  
**ACTING CHAIR**  
Independent National Commission on Human Right  
Republic of Liberia

Dear Hon. Colley:

Subject: **RECEIPT AND APPROVAL OF THE INCHR SPECIAL PROJECT  
PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Independent National Commission on Human Right Special Project Procurement Plan (Consultancy Service) for Fiscal Year 2020/2021 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission informs the INCHR that its Special Project Procurement Plan has been 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.

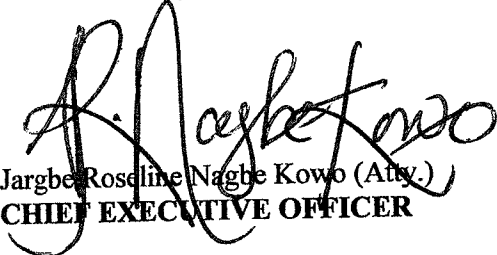
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states “each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes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

Best regards.

Yours sincerely,


  
Jargbe Roseline Nagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

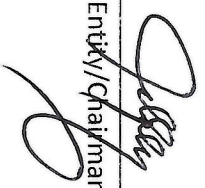
- Procurement Plan Template for Consultancy Services -

**INDEPENDENT NATIONAL COMMISSION ON HUMAN RIGHTS  
PROCUREMENT PLAN (OSIWA)**

**Project Plan  
Fiscal Year: 2020/2021**

ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activities Code	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATION REPORT/SHORT LIST	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	CONTRACT AWARD SIGNING
1	RFP No. INCHR/SS/001/20-21	Consultant		1	US\$3,200.00	SS	7/10/20/21	7/13/20/21	7/27/20/21	7/31/20/21	8/5/20/21	8/12/20/21	8/17/20/21	8/21/20/21	8/31/20/21	9/7/20/21	9/11/20/21	9/15/20/21
<b>GRAND TOTAL</b>					<b>3,200.00</b>													

Prepared by:   
Procurement Director/ Manager

Approved by:   
Head of Entity/Chairman Proc. Committee

Date: 24/8/2020

- Procurement Plan Template for Consultancy Services -

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