



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/176/'22

March 28, 2022

Cllr. Elizabeth J. Nelson  
**COURT ADMINISTRATOR**  
Judicial Branch  
Republic of Liberia

Dear Cllr. Nelson:

Subject: **RECEIPT AND APPROVAL OF THE JUDICIARY BRANCH NON SBA SPECIAL PROJECT PROCUREMENT PLAN FOR THE PURCHASE OF VEHICLES**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Judiciary Branch Non SBA Procurement Plan for the purchase of vehicles, requesting the use of the Restricted Bidding Method with a time frame of 2 (two weeks) to purchase the above mentioned vehicles for the use by the Judiciary, Supreme Court of Liberia, in accordance with Section 55(d) and **Section 40 (3)** of the PPCA, 2010.

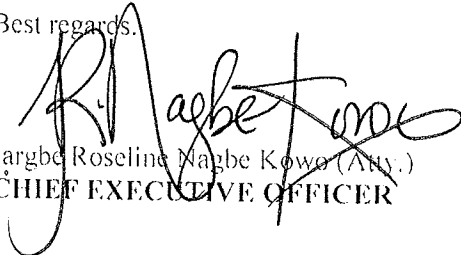
The Commission conveys to the Judiciary Branch that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan.

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. 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.

Please note that all contracts which cumulative annual value above the threshold of **US\$250,000.00** must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice. **The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.**

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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.


Best regards,




Jargbe Roseline Magbe Kowo (Ahy.)  
**CHIEF EXECUTIVE OFFICER**


**JUDICIARY BRANCH TEMPLE OF JUSTICE  
SPECIAL PROJECT PROCUREMENT PLAN (NON - SBA)  
SOURCE OF FUNDING: GOL 2022**

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	Vendor's Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREPARATION OF BID DOC.	PC APPROVE BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC.	BID SUBM./PUBLIC OPENING	SUBMISSION OF BID EVAL. REPORT	PC APPROVAL BID EVAL. REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL) COMPLETION	ACCEPT & FINAL PAYMENT	REM
	1	JUD/RB/001/2022	Vehicle Purchase	G4510	8 UNITS	429,800.00	RB	3/18/2022	3/23/2022	3/25/2022	3/30/2022	4/13/2022	4/15/2022	4/21/2022	5/2/2022	N/A	4/29/2022	5/30/2022	
			<b>Grand Total :</b>			429,800.00													
	UPDATE																		
	Actual																		

Prepared By:   
**Joyce L. Ndowar**  
**PROCUREMENT DIRECTOR**


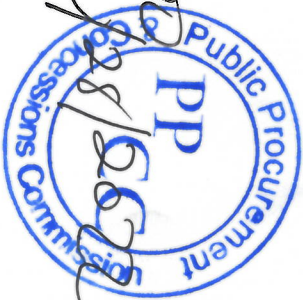


Approved By:   
**Cllr. Elizabeth J. Nelson**  
**COURT ADMINISTRATOR**

  
 Mar. 24, 2022



Date: Mar 23 2022

NAME OF ENTITY : JUDICIARY  
 Procurement Plan Explanatory Note (NON- SBA)  
 Source of Funding :SOL 2022

Items NO.	Contract Package Codl	Contract Package	Content of contract package																																			
1	IFB NO/JUD/RB/ 001/2022	Vehicles Purchase	<p>The Judiciary intends to use the Restricted Bidding (RB) method in this package, to purchase eight (8) units of vehicle for the Chief Justice, Associate Justices, Specialized Judges and Administration.            This Procurement package will be divided into Lots:</p> <table border="0"> <thead> <tr> <th>Lot</th> <th>Description</th> <th>Units</th> <th>U/price</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Lot 1:</td> <td>Office of the Chief Justice</td> <td>2 units</td> <td>60,000.00</td> <td>120,000.00</td> </tr> <tr> <td>Lot 2:</td> <td>Office of the Associate Justices</td> <td>2 units</td> <td>60,000.00</td> <td>120,000.00</td> </tr> <tr> <td>Lot 3:</td> <td>Specialized Judges</td> <td>2 units</td> <td>35,500.00</td> <td>71,000.00</td> </tr> <tr> <td>Lot 4:</td> <td>a. Administration Bus (30 seats)</td> <td>1 unit</td> <td>84,800.00</td> <td>84,800.00</td> </tr> <tr> <td></td> <td>b. Administration Pick up</td> <td>1 unit</td> <td>34,000.00</td> <td>34,000.00</td> </tr> <tr> <td colspan="4">Amount allocated for said vehicles is:</td> <td><u>429,800.00</u></td> </tr> </tbody> </table>	Lot	Description	Units	U/price	Amount	Lot 1:	Office of the Chief Justice	2 units	60,000.00	120,000.00	Lot 2:	Office of the Associate Justices	2 units	60,000.00	120,000.00	Lot 3:	Specialized Judges	2 units	35,500.00	71,000.00	Lot 4:	a. Administration Bus (30 seats)	1 unit	84,800.00	84,800.00		b. Administration Pick up	1 unit	34,000.00	34,000.00	Amount allocated for said vehicles is:				<u>429,800.00</u>
Lot	Description	Units	U/price	Amount																																		
Lot 1:	Office of the Chief Justice	2 units	60,000.00	120,000.00																																		
Lot 2:	Office of the Associate Justices	2 units	60,000.00	120,000.00																																		
Lot 3:	Specialized Judges	2 units	35,500.00	71,000.00																																		
Lot 4:	a. Administration Bus (30 seats)	1 unit	84,800.00	84,800.00																																		
	b. Administration Pick up	1 unit	34,000.00	34,000.00																																		
Amount allocated for said vehicles is:				<u>429,800.00</u>																																		

Signed By :   
 Director of Procurement



*Handwritten signature*  
 Mar. 24, 2022



*Handwritten signature*  
 March 28, 2022

