



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/030/22

January 12, 2022

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

Dear Cllr. Nelson:

Subject: **RECEIPT AND APPROVAL OF THE JUDICIATY BRANCH NON SBA SPECIAL PROJECT PROCUREMENT PLAN FOR THE COMPLETION OF RENOVATION WORKS**

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 completion of Renovation Works, upon review of all documentation, considering the expressed emergency relating to the completion of works for the Kokoyah Magisterial Court in Botota, Bong County in accordance with Section 55(d) and **Section 40** (3) of the PPCA, 2010.

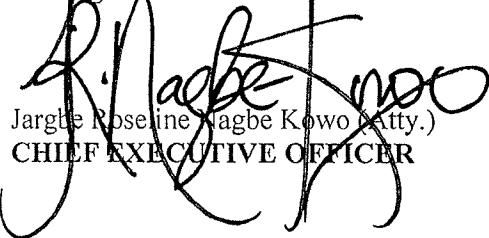
The Commission conveys to the Judiciary Branch that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan.

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,




Jarghe Roseline Jagbe Kowo (Atty.)  
**CHIEF EXECUTIVE OFFICER**

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

**JUDICIARY BRANCH TEMPLE OF JUSTICE  
SPECIAL PROJECT PROCUREMENT PLAN (NON -SBA)  
SOURCE OF FUNDING: UNDP/JUD. (2021)**

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	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 SUBMSN./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	RE	
PLANNED	1	IFB No. JUD/SS/001/2021	Completion of the Kokoyah Mag. Court in Botota ,Bong County	F4100	1 Firm	44,781.61	SS	12/1/2021	12/3/2021	12/7/2021	N/A	N/A	N/A	12/10/2021	12/23/2021	N/A	12/31/2021	12/31/2021	
UPDATE																			
Actual																			
			<b>Grand Total :</b>			44,781.61													

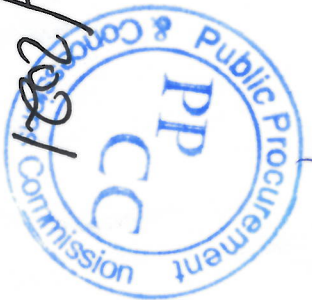
Prepared By: Joyce L. Ndowar  
  
**PROCUREMENT DIRECTOR**



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

*Handwritten:* Dec 21, 2021


*Handwritten:* R. M. Nyabestrod  
 January 12/2021



Date: Dec. 22, 2021

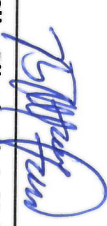
NAME OF ENTITY : JUDICIARY  
 Special Project Procurement Plan Explanatory Notes (CORE BUDGET) 2022  
 Source of Funding : UNDP/JUD. 2021

Items NO.	Package Number Code	Contract Package	Content of contract package
1	IFB NO/JUD/SS/001/2021	Completion of Kokoyah Mag. Court, Botota, Bong County	The Judiciary intend to use the Sole Source (SS) Method, in this package to urgently complete the construction work of the Kokoyah Magisterial Court in Botota, Bong County.  Amount allocated for said project.....US\$44,781.61

Signed By:   
 Joyce L. Ndowar  
 Director of Procurement



*PPCC*  
 Dec. 21, 2021

Approved By:   
 Elizabeth J. Nelson  
 Court Administrator



*Elizabeth J. Nelson*  
 12/21/2021