



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/0507/'19

September 18, 2019

Hon. Estelle Liberty Kemoh
ACTING DIRECTOR GENERAL
Liberia Broadcasting System
Republic of Liberia

Dear Hon. Kemoh:

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 Liberia Broadcasting System 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 for LBS'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 Roseanne Nagbe Kowo (Att.)
CHIEF EXECUTIVE OFFICER

**THE LIBERIA BROADCASTING SYSTEM
PROCUREMENT PLAN (NON -SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET AND LBS INTERNAL REVENUE
FISCAL YEAR: 2019 / 2020**

	1	2	3	4	5	6	7	8	9	10	11	12	13	1	15	16	17	18	
	BASIC DATA							IMPLEMENTATION DATES											
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION /PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL COMPLETION)	ACCEPTANCE & FINAL PAYMENT		
PLANNED 1	IFB NO. LBS/RFQ/001/19/20	Repair & Maint. Machinery equipment	C3312	2 Firms	6,000.00	RFQ	7/15/19	7/22/19	7/29/19	8/05/19	8/19/19	8/26/19	9/2/19	9/09/19	NA	6/22/20	6/29/20		
UPDATE																			
ACTUAL																			
PLANNED 2	IFB NO. LBS/RFQ/002/19/20	Repair & Maint. Office furniture	S9524	1 Firm	2,000.00	RFQ	7/16/19	7/23/19	7/30/19	8/06/19	8/20/19	8/27/19	9/3/19	9/10/19	NA	6/22/19	6/29/20		
UPDATE																			
ACTUAL																			
PLANNED 3	IFB NO. LBS/NCB/001/19/20	Repair & maintenance Services Vehicle	G4520	2 Firms	35,000.00	NCB	6/24/19	7/1/19	7/8/19	7/15/19	8/12/19	8/19/19	8/26/19	9/02/19	NA	6/15/20	6/22/20		
UPDATE																			
ACTUAL																			
				Sub-Total	43,000.00														

Prepared by: Michael Kojo

Procurement Director

Approved by: Ledgerhook J. Rennie

Head of Entity/Chairman Proc. Committee

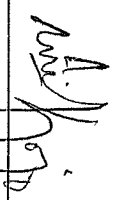
Date: Sept 9, 2019


PP T. Thomas & 9/16/19

9/18/19


**THE LIBERIA BROADCASTING SYSTEM
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET AND LBS INTERNAL REVENUE
FISCAL YEAR: 2019/ 2020**


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PLANNED	4	IFB NO. LBS/RFQ/003/19/20	Furniture & fixtures	G4759	Assorted	5,400.00	RFQ	7/17/19	7/24/19	7/31/19	8/07/19	8/21/19	8/28/19	9/04/19	9/11/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	5	IFB NO. LBS/RFQ/004/19/20	Scratch cards	J6190	2,000pcs	1,500.00	RFQ	7/18/19	7/25/19	8/01/19	8/08/19	8/22/19	8/29/19	9/05/19	9/12/19	N/A	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	6	IFB NO. LBS/NCB/002/19/20	Radio Visual TV/Radio Equipment	G4649	Assorted	40,000.00	NCB	6/25/19	7/16/19	7/23/19	8/06/19	9/03/19	9/17/19	9/24/19	10/08/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
					Sub-Total	46,900.00												

Prepared by: 
Michaela Kojo
Procurement Director

Approved by: 
Ledgerwood J. Rennie
Head of Entity/Chairman Proc. Committee


Date: Sept 9, 2019



T. Tucker
9/16/19

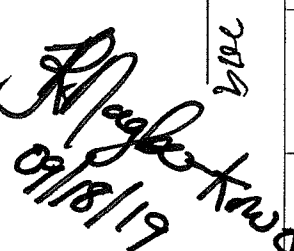

A. K. K. K.
9/18/19

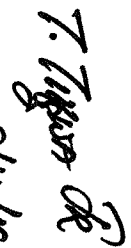
**THE LIBERIA BROADCASTING SYSTEM
PROCUREMENT PLAN (NON-SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET AND LBS INTERNAL REVENUE
FISCAL YEAR: 2019 / 2020**

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PLANNED	7	IFB NO. LBS/RFO/005/19/20	Postage	H5310	1 firm	1,500.00	RFQ	7/17/19	7/24/19	7/31/19	8/07/19	8/21/19	8/28/19	9/04/19	9/11/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	8	IFB NO. LBS/NCB/003/19/20	Computer supplies & Accessories	G4741	Assorted	10,400.00	NCB	6/26/19	7/03/19	7/10/19	7/17/19	8/14/19	8/21/19	8/28/19	9/04/19	NA	6/22/19	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	9	IFB NO. LBS/RFO/006/19/20	Vehicles Insurance	K6512	1 Firm	7,000.00	RFQ	7/19/19	7/29/19	8/05/19	8/12/19	8/26/19	9/02/19	9/09/19	9/16/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
				Sub-Total	18,900.00													
				Grand Total		108,800.00												

Prepared by: 
Michael Kpjo
Procurement Director


Approved by: 
Ledgerhood J. Rennie
Head of Entity/Chairman Proc. Committee


Date: Sept 9, 2019

09/18/19


T. Tugues
9/16/19


**THE LIBERIA BROADCASTING SYSTEM
PROCUREMENT PLAN: Explanatory Notes
Fiscal Year: 2019/2020**


# Line	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. LBS/RFO/001/19/20	Repair Maint. Machinery, equipment	This contract package is intended to repair and maintain the following machineries and equipment. Lot 1 Photo copiers, Printers, scanners, Lot 2 computers, TV/Radio equipment.
2	IFB NO. LBS/RFO/002/19/20	Repair Maint. Offices Furniture	This contract package is intended to repair and maintain the following furniture and it is taking from the budget line Repair maint. Machinery equipment: 1) Office desk & chairs
3	IFB No. LBS/NCB/001/19/20	Repair and Maintenance Service vehicle	This contract package is intended to repair & maintain (7) seven vehicles; Lot 1 5 jeeps and Lot 2-2 pickups
4	IFB No./LBS/RFO/003/19/20	Furniture & Fixture	This contract package is intended to procure the following furniture and fixtures. Office desk -5 pcs, Executive chair-5 pcs, Rotary chair-10 pcs, Energy bulb-40pcs, Sockets -10 pcs, switchers-10 pcs etc
5	IFB No. LBS/RFO/004/19/20	Scratch cards	From the budget line telephone, internet and postage, this Contract Package is Intended To Procure Scratch Cards: Scratch Cards: 300 PCS X \$5 = \$1,500 (lone Star Cards), 300 pcs X \$5=\$1,500(Orange Cards).
6	IFB NO. LBS/NCB/002/19/20	Radio Visual Equip. TV/Radio Equipment	This contract package is intended to procure the following Radio Visual Equip. TV/Radio Equipment: XLD-500/H Wideband Microwave Link 5.8 GHZ with display, Data Video SE-650 4input HD-SDI and HDMI Video mixer, Black Ma Design Micro Studio Camera 4k, Zoom H2n Handy Recorder, Sound Cards, Video cards, head phone, Microphone, CD Players etc.
7	IFB NO. LBS/RFO/005/19/20	Postage	From the budget line Telephone, Internet & Postage: Postage \$1,500.00, is to provide poster services
8	IFB No. LBS/NCB/003/19/20	Computer supplies & Accessories	This contract package is intended to procure the following computers and accessories; 2 laptops, 1 desk top, cables, 1 drives -8pcs, hard drive -5 pcs, mother board-3 pcs memory cards 3 pcs, & swatches 6pcs
9	IFB No. LBS/RFO/006/19/20	Vehicle Insurance	This contract package is intended to hire an insurance firm to provide both comprehensive and third party insurance coverage for (7) seven vehicles: 5 jeeps and 2 pick-ups.

Prepared by: 
Michael Kojo
Procurement Director

Approved by: 
Ledgerwood J. Rennie
Head of Entity/Chairman Proc. Committee

Date: Sept 9, 2019


T. Thomas
9/16/19


Ledgerwood J. Rennie
09/18/19

THE LIBERIA BROADCASTING SYSTEM

Budget Notes for Repair Maintain of Mac., Equip., Furnit. Telephone, Internet, Postage, Entertainment, Representation & Gifts

Fiscal Year: 2019/2020

#	Description of Services	Amount
1	Repairs and Maint. Mach. Equipment as follow: A. Photo copiers B. Printers C. Scanners D. computers, TV/Radio equipment E. furniture Note: The amount of two thousand united states dollars was taking from the budget line repair maintains office equip.mac. Equipment for the repair of office furniture and fixture.	\$8,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$3,000.00 \$2,000.00
2	Telephone, Internet, Postage, Etc. A. scratch card B. postage C. Internet	\$5,000.00 \$1,500.00 \$1,500.00 \$2,000.00
3	Entertainment, Representation & Gifts A. Food Stuff B. Gifts	\$4,000.00 \$2,000.00 \$2,000.00
GRAND TOTAL		\$17,000.00

Signed: 

 CONTROLLER

R. N. N. N.
 6/18/19
 09/18/19