



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.

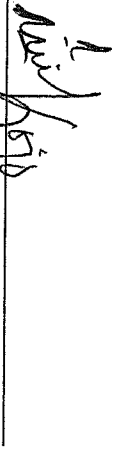
Kind regards.

Sincerely yours

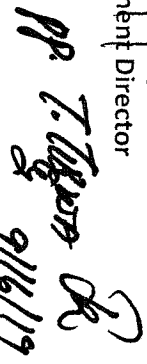

Jargbe Roseme Nagbe Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
	BASIC DATA							IMPLEMENTATION DATES											
PLANNED	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/SBA/RB/001/19/20	Petroleum products	G4661	83,891.75gals	335,567.00	RB	7/01/19	7/08/19	7/15/19	7/22/19	8/05/19	8/12/19	8/19/19	8/26/19	NA	6/22/20	6/29/20	
UPDATE																			
ACTUAL																			
PLANNED	2	IFB NO. LBS/SBA/RFO/001/19/20	Cleaning materials	G4773	Assorted	2,400.00	RFQ	7/02/19	7/09/19	7/16/19	7/23/19	8/06/19	8/13/19	8/20/19	8/27/19	NA	6/22/20	6/29/20	
UPDATE																			
ACTUAL																			
PLANNED	3	IFB NO. LBS/SBA/RFO/002/19/20	Printing & Binding	C1812	1 FIRM	1,500.00	RFQ	7/03/19	7/10/19	7/17/19	7/24/19	8/07/19	8/14/19	8/21/19	8/28/19	NA	6/22/20	6/29/20	
UPDATE																			
ACTUAL																			
					Sub-Total	339,467.00													

Prepared by: 

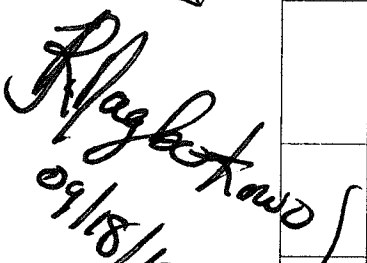
Michael Kojo
Procurement Director


P. T. Williams
9/16/19

Approved by: 


Ledgerhood J. Rennie
Head of Entity/Chairman Proc. Committee

Date: Sept 9, 2019


P. T. Williams
09/18/19

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

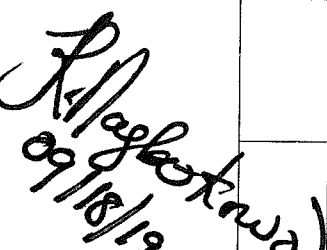
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
BASIC DATA											IMPLEMENTATION DATES							
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ/DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL - BID DOC/TECH SPECS	BID INVITATION & 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	4	IFB NO. LBS/SBA/RFQ/003/19/20	Refuse collection	E3811	1 FIRM	1,500.00	RFQ	7/04/19	7/11/19	7/18/19	7/25/19	8/08/19	8/15/19	8/22/19	8/29/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	5	IFB NO. LBS/SBA/RFQ/004/19/20	Newspaper	G4761	Assorted	1,000.00	RFQ	7/05/19	7/12/19	7/19/19	8/02/19	8/16/19	8/23/19	8/30/19	9/06/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	6	IFB NO. LBS/SBA/RFQ/005/19/20	Food Stuff	G4711	Assorted	2,000.00	RFQ	7/08/19	7/15/19	7/22/19	7/29/19	8/12/19	8/19/19	8/26/19	9/02/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
				Sub-Total	4,500.00													

Prepared by: 
Michael Kojo
Procurement Director

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


Date: Sept 9, 2019



P.P. T. T. T. T. T.
9/16/19


P.P. T. T. T. T. T.
9/16/19

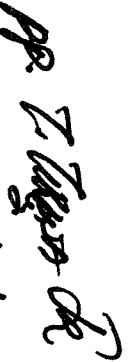
**THE LIBERIA BROADCASTING SYSTEM
PROCUREMENT PLAN (SBA)
SOURCE OF FUNDING: GOL NATIONAL BUDGET AND LBS INTERNAL REVENUE
FISCAL YEAR: 2019 / 2020**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	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	7	IFB NO. LBS/SBA/RFQ/006/19/20	Gifts	64773	Assorted	2,000.00	RFQ	7/09/19	7/16/19	7/23/19	7/30/19	8/13/19	8/20/19	8/27/19	9/03/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	8	IFB NO. LBS/SBA/RFQ/007/19/20	Publication Services	J5813	1 Firm	1,500.00	RFQ	7/10/19	7/17/19	7/24/19	7/31/19	8/14/19	8/21/19	8/28/19	9/04/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	9	IFB NO. LBS/SBA/RFQ/008/19/20	Vehicle rental	H4922	1 Firm	1,500.00	RFQ	7/11/19	7/18/19	7/25/19	8/01/19	8/15/19	8/22/19	8/29/19	9/05/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
					Sub-Total	5,000.00												

Prepared by: 
Michael Kojo
Procurement Director

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

Date: Sept 9, 2019


P. T. Taylor
2/16/19


2/16/19

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

1	2	3	4	5	6	7	8	9	10	11	12	13	14	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/BOO/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	10	IFB NO. LBS/SBA/RFQ/009/19/20	Stationery	G4761	Assorted	10,000.00	RFQ	7/12/19	7/19/19	8/02/19	8/09/19	8/23/19	9/30/19	9/06/19	9/13/19	NA	5/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	11	IFB NO. LBS/SBA/SS/001/19/20	Internet Service	J6110	1 FIRM	2,000.00	SS	7/15/19	7/22/19	7/29/19	8/05/19	8/19/19	8/26/19	9/02/19	9/16/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
PLANNED	12	IFB NO. LBS/SBA/RFQ/010/19/20	Repairs and maintenance of Non-Residential Building	F4100	1 FIRM	1,800.00	RFQ	7/16/19	7/23/19	7/30/19	8/06/19	8/20/19	8/27/19	9/03/19	9/10/19	NA	6/22/20	6/29/20
UPDATE																		
ACTUAL																		
GRAND TOTAL						Sub - Total												
						13,800.00												
						\$362,767.00												

Prepared by: Michael Kojo
Procurement Director

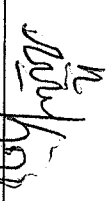
Approved by: Ledgerwood J. Rennie
Head of Entity/Chairman Proc. Committee


Date: Sept 9, 2019

Sept 13, 2020


**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/SBA/RB/001/19/20	Petroleum Products	This contract package is intended to procure 83,891.75 gallons of diesel fuel for generators and vehicles gas/fuel coupons. @ th 4.00 per gallon. Breakdown: 1. \$144,000.00 will be used to procure 36,000 gallons of bulk fuel for head office generators at \$4.00 USD 2. \$128,400.00 is allocated for diesel and gasoline coupons for vehicles operations for 32,100 gallons at \$4.00 USD 3. \$63,167.00 will be used for the procurement and transportation of diesel fuel 15,791.75 gallons for (7) seven Outstations @4
2	IFB No. LBS/SBA/RFO/001/19/20	Cleaning Materials	This contract package is intended to procure the following Cleaning materials and supplies such as: Tissue-30 bags, Brooms -10 Delta -4gallons, Air fresher-40 pcs, Tie Soap- 5 cartons etc.
3	IFB No. LBS/SBA/RFO/002/19/20	Printing & Binding	This contract package is from the budget line Printing & binding. It is intended to print and bind the following LBS documents; documents, annual reports, letter head, transmittal slip, ID cards, etc.
4	IFB No. LBS/SBA/RFO/003/19/20	Refuge/Garbage collection	This contract package is intended to hire one firm to provide fumigation service, garbage collection and disposal.
5	IFB No. LBS/SBA/RFO/004/19/20	Newspaper	This contract package is intended to procure newspapers.
6	IFB No. LBS/SBA/RFO/005/19/20	Food stuff	From the budget line Entertainment Representation & Gifts: \$2,000.00 is intended to procure food stuff such as: Biscuits, Soft Mineral Water etc.
7	IFB NO. LBS/SBA/RFO/006/19/20	Gifts	From the budget line Entertainment, Representation & Gifts: \$2,000.00 is intended to procure gifts.
8	IFB NO. LBS/SBA/RFO/007/19/20	Publication services	From the budget line publication: This package is intended to provide Publication services, such as invitation to bid, etc.
9	IFB NO. LBS/SBA/RFO/008/19/20	Vehicle rental	From the budget line Domestic Travel Means; is intended to hire vehicles for staff to travel in the counties on assignment.
10	IFB NO. LBS/SBA/RFO/009/19/20	Stationery	This contract package is intended to procure the following stationeries: Paper double AA sheets-100 cartons, Manuscript books pcs, Envelopes white peel & seal-10 pks, File Folder- 9 pks, Hanging folder- 6 pks, Ball pen-5pks, White Board Marker -4 pks, CD 6 pks, Liquid Glue -25 pcs, Stapler -10 pcs, Punch -8 pcs, Stapling pins -25pks, Staple remover-10 pks, Binder Clips - pks, Paper Fe 5 pks, Box File- 150 pcs, Plastic Folder-10 pks, canon 728-20 pcs, hp 61A-25 set, hp 85A-6pcs, hp 122A-9 sets, Canon 737 8pcs.
11	IFB NO. LBS/SBA/SS/001/19/20	Internet Service	From the budget line Telephone, Internet & Postage: Internet service \$2,000.00, is to provide subscription for the online radio b
12	IFB NO.LBS/SBA/RFO/010/19/20	Repair & Maint. Of Non-Residential Building	From the budget line Repair & Maintenance of Non-Residential, this contract package is intended to repair & maintain the follow windows, doors and painting.
13		Water & Sewage	This contract package is not captured in the procurement plan because it is intended to pay water bill and dispose sewage, the \$2,455.00, and it is exclusively done by Liberia Water and Sewage Corporation.

Prepared by: 
Michael Kpjo
Procurement Director

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

Date: Sept 9, 2019


R. N. Roberts
09/18/19