



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/630/'22

October 14, 2022

Hon. Wilmot F. Smith, Jr.

**ACTING DIRECTOR GENERAL**

Liberia Institute of Statistics and Geo-Information Services (LISGIS)

Republic of Liberia

Dear Hon. Smith:

Subject: **RECEIPT AND APPROVAL OF THE LIBERIA INSTITUTE OF STATISTICS AND GEO-INFORMATION SERVICES (LISGIS) SPECIAL PROJECT NON-SBA PROCUREMENT PLAN FOR FISCAL YEAR 2022.**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Liberia Institute of Statistics and Geo-Information Services Special Project Non-SBA Procurement Plan for the Upcoming National Population and Housing Census for the Fiscal Year 2022 in accordance with Section 55(d) and Section 40 (3) of the PPCA, 2010.

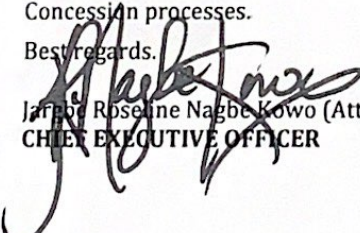
The Commission conveys to the LISGIS that this Procurement Plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved Procurement Plan.

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,

  
Roseanne Nagbe-Kowo (Atty.)  
CHIEF EXECUTIVE OFFICER

Florida Institute of Statistics & Geo-Information Services (LISGIS)  
 Special Project - National Population and Housing Census Procurement Plan (SBA)  
 Source of Funding: GOL (MIFDP)  
 Fiscal Year 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	BASIC DATA	Business Activity code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECIFICATIONS	PREP. OF BID	PC APPROVAL	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSION	IMPLEMENTATION	PC APPROVAL	CONTRACT AWARD	ADVANCE PAYMENT	DELIVERY, INSPECTION & ACCEPTANCE	REMARKS		
Planned Update	1	LISGIS SP/NPHC/SBA/ RR.01.2022	Publication & Advertisement	M-7310	Assorted	20,000.00	RB		30-Sep-22	2-Oct-22	3-Oct-22	17-Oct-22	N/A	N/A	N/A	N/A	12-Nov-22	10-Dec-22		
Planned Update	2	LISGIS SP/NPHC/SBA/ RR.02.2022	Procurement of Printing services	C-1811	1-Firm	47,425.00	RB		26-Sep-22	28-Sep-22	30-Sep-22	14-Oct-22	28-Oct-22	29-Oct-22	1-Nov-22	8-Nov-22	N/A	15-Nov-22	30-Dec-22	
Planned Update	3	LISGIS SP/NPHC/SBA/ RR.03.2022	Procurement of Petroleum Products	G-4661	5.66@ 12,126.5 4885	69,000.00	RB		26-Sep-22	28-Sep-22	30-Sep-22	14-Oct-22	28-Oct-22	29-Oct-22	1-Nov-22	8-Nov-22	N/A	20-Nov-22	18-Dec-22	
Planned Update	4	LISGIS SP/NPHC/SBA/ RFQ.01.2022	Cleaning Materials	G-4773	Assorted	6,000.00	RFQ		30-Sep-22	4-Oct-22	11-Oct-22	18-Oct-22	25-Oct-22	28-Oct-22	31-Oct-22	7-Nov-22	N/A	21-Nov-22	30-Dec-22	
Planned Update	5	LISGIS SP/NPHC/SBA/ RB.04.2022	Procurement of Catering Services	G-5621	1 Firm	30,000.00	RB		30-Sep-22	2-Oct-22	4-Oct-22	18-Oct-22	25-Oct-22	26-Oct-22	29-Oct-22	5-Nov-22	N/A	12-Nov-22	30-Dec-22	
Planned Update	6	LISGIS SP/NPHC/SBA/ RFQ.02.2022	Procurement Vehicle Rental Services	N-778	3 Trucks	5,400.00	RFQ		7-Oct-22	9-Oct-22	10-Oct-22	12-Oct-22	19-Oct-22	20-Oct-22	23-Oct-22	30-Oct-22	N/A	14-Oct-22	11-Nov-22	
		Total (SBA)				177,825.00														

Signed: T. Monroe Wesso  
 Procurement Director

Date: Sept 30, 2022 Approved by: [Signature]  
 Without F. Smith, Jr.  
 Acting Director General/ Chairman PC.

Date: 09-30-2022



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 Oct. 14, 2022