



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/354/'21**

September 9, 2021

Cllr. Boakai N. Kanneh
CHAIRMAN
Law Reform Commission
Republic of Liberia

Dear Cllr. Kanneh:

Subject: **PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR SPECIAL BUDGET YEAR 2021**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Law Reform Commission (LRC) SBA and Non SBA Procurement Plans for FY 2021 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 National Special Budget 2021, you are required to submit a revised/updated procurement plan, detailed budget for **LRC's** allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for Budget Year 2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the just ended FY 2020/2021, for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for the Special Budget Year 2021.

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,


Jargoe Rosetha Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

**LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
Source of Funding: GOL National Budget
Special Budget July - December 2021**

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IMPLEMENTATION DATES

PLANNED	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUS. REGISTRATION CODE	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BOQ /DRAWINGS	PREP. OF BID DOCUMENT	PC APPROVAL- BID DOCTECH 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)
	1.	IFB NO. LRC/SBA/RFQ/001 /2021	Security Guard Services	N8010	1 Firm	4,500.00	RFQ	9/08/2021	9/14/2021	9/23/2021	9/30/2021	10/07/2021	10/18/2021	10/29/2021	11/11/2021	N/A	12/15/2021
		TOTAL				4,500.00											

Signed: *Macty*
Rachel G. Saywah
Supervisor/ Procurement Unit

Approved by: *[Signature]*
Cllr. Boakai N. Kanneh
Head of Entity/ Chairman Proc. Committee

Date: 09/17/2021



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**LAW REFORM COMMISSION
PROCUREMENT PLAN (SBA Budget)
EXPLANATORY NOTES
SPECIAL BUDGET JULY - DECEMBER 2021**

No.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO. LRC/SBA/RFQ/001/2021	Security Guard Services	This Budget line comes from Guard and Security Services. It is planned to hire a private Liberian Security firm required to assign two guards each, on three shifts, at the LRC office.
2.	IFB NO. LRC/SBA/RFQ/002/2021	Electricity	This Budget \$2,000.00 comes from Electricity. It is planned to pay electricity bills to the Liberia Electricity Corporation (LEC) only.

Signed: *Rachel G. Saywah*
 Rachel G. Saywah
 Supervisor/ Procurement Unit

Approved by: *[Signature]*
 Cllr. Boakai N. Kanneh
 Head of Entity/ Chairman Proc. Committee



Approved by: [Signature]
 Date: *09/17/2021*
Sept 9, 2021

