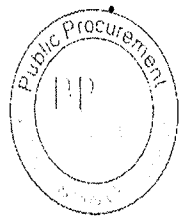




Republic of Liberia

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/1653/'20

December 15, 2020

Hon. Mawine G. Diggs
MINISTER
Ministry of Commerce
Republic of Liberia

Dear Hon. Diggs:

Subject: PROVISIONAL APPROVAL OF DRAFT PROCUREMENT PLAN FOR FISCAL YEAR 2020/2021

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Ministry of Commerce (MOC) SBA Procurement Plan for FY 2020/2021 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>.

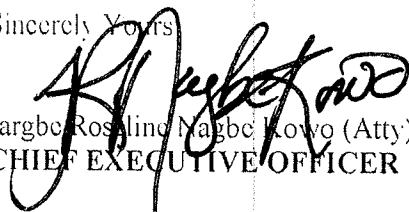
Upon passage of the FY 2020/2021 National Budget, you are required to submit a revised/updated procurement plan, detailed budget for MOC's allocation in the approved budget, Cash Plan, names and positions of Procurement Committee members for FY 2020/2021 and staff of your Procurement Unit.

Please be reminded to duly submit your contract award information for all procurement contracts awarded in the previous fiscal year (2019/2020), for stated submission will serve as a precursor for the Commission granting you final approval of your procurement plan for fiscal year 2020/2021.

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


Jargbe Rosaline Nagbe Lowo (Atty).
CHIEF EXECUTIVE OFFICER

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

Ministry of Commerce & Industry
 PROCUREMENT PLAN SBA
 Source of funding: GOL
 Fiscal Year: 2020/2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA										IMPLEMENTATION DATES									
Item	Package Number (Code)	Contract Package	Business Activities Code	QTY	Estimated Cost	Procurement Method	Technical Specs/BOQ Drawing	Prep. Of Bid Document	PC Approval Bid Doc/Tech Spec	Bid Invitation & Release of Bid Doc	Bid Submission /Public Opening	Bid Submission of Bid Evaluation Report	PC Approval Bid Evaluation Report	Contract Award & Signing	Advance Payment (Mobilization)	Delivery, Inspection (Substantial Completion)	Acceptance & Final Payment	Remarks	
Planned	1	IFB NO. MCI/SBAS/S/001/20/21	Infrastructure, Hardware, Software and Network	J6209	1 Firm	33,620,00	SS	10/12/2020	N/A	10/26/2020	N/A	N/A	12/12/2020	12/17/2020	N/A	6/20/2021	6/25/2021		
Update																			
Actual																			
Planned	2	IFB NO. MCI/SBA/R FQ/001/20/2	Security Guard Services	N8010	1 Firm	8,640,00	RFQ	10/28/2020	11/4/2020	11/11/2020	11/18/2020	12/2/2020	12/9/2020	12/16/2020	12/21/2020	N/A	6/20/2021	6/25/2021	
Update																			
Actual																			
Planned	3	IFB NO. MCI /SBA/RFQ/002/20/21	Stationery Materials	G4761	Assorted	5,000,00	RFQ	10/28/2020	11/4/2020	11/11/2020	11/18/2020	12/2/2020	12/9/2020	12/16/2020	12/21/2020	N/A	6/20/2021	6/25/2021	
Update																			
Actual																			
Grand Total						47,260													

Prepared By: Winfred Lankah-Yealue
 Winfred Lankah-Yealue
 Procurement Director /Manager

Approved By: Winfred P.S. Bangura, II
 Winfred P.S. Bangura, II
 Deputy Minister for Administration



Ministry of Commerce and Industry
Procurement Plan Explanatory Notes
 Fiscal Year: 2020/2021

Item No.	Contract Package Code	Contract Package	Business Activities Code	Content of Contract Package
1.	IFB NO. MCI/SBA/SS/001/20/21	ICT Infrastructure, Hardware, Software and Networks	J6209	<p>This contract package contains Sole Sourcing of Mwentana to manage the ICT infrastructures system designed by the Norwegian Company. Mwentana has over the years managed this system with ease and at a lower cost compare to the Norwegian Company. It also serves as a way of building our local business capacity.</p> <p>Note: Payment for Mwentana will be through Consultancy line.</p>
2.	IFB NO. MCI/SBA/RFQ/001/20/21	Security Guard Services	N8010	<p>This contract package is intended to hire services of a Services of a Security Firm to protect the properties at the Liberia Business Registry.</p>
3.	IFB NO. MCI /SBA/RFQ/002/20/21	Stationery Materials	G4761	<p>This contract package is intended to procure the following items:</p> <ul style="list-style-type: none"> a. Cartridges..... 30Pcs b. A4 Paper..... 50Ctns c. Legal Paper..... 13Ctns d. Staple Pin..... 10pks e. Pen..... 12Pks f. Box File..... 50Pcs

Signed: 
 Procurement Director/Manager