



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/0506/19**

September 18, 2019

Atty. Saifuah Mai Gray

PRESIDENT/CEO

National Oil Company of Liberia

Republic of Liberia

Dear Atty. Gray:

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 National Oil Company of Liberia 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 NOCAL'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 K. Seime Nagbe Kowo (Atty).
CHIEF EXECUTIVE OFFICER

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

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
ITEM NO.	PACKAGE CODE	CONTRACT PACKAGE	BUSINESS ACTIVITY CODE	NO. OF FIRMS/ PERSONS	EST. COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL EVALUATION SHORT LIST	PREPARATION & SUBMISSION DOCUMENT	PC APPROVAL FINAL TOR/REP DOCUMENT	INVITATION FOR PROPOSALS	PROPOSAL SUBMISSION AND OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION	PC APPROVAL COMBINED EVALUATION	CONTRACT AWARD & SIGNING
1	NOCA/QCBS/001/19/20	Rebalancing and Tooling (Technical Services)	M-7490	1 Firm	\$200,000.00	QCBS	7/8/2019	7/5/2019	8/5/2019	8/2/2019	8/19/2020	9/2/2019	9/9/2019	9/16/2019	10/14/2019	10/21/2019	10/28/2019	11/1/2019
2	NOCA/QCBS/002/19/20	Marketing and Rebranding Consultancy	M-7310	1 Firm	\$30,024.72	QCBS	8/15/2019	8/22/2019	9/12/2019	9/19/2019	9/26/2019	10/10/2019	10/17/2019	10/24/2019	11/21/2019	11/28/2019	12/6/2019	12/19/2019
GRAND TOTAL					\$230,024.72													

PREPARED BY: *[Signature]*
 Yekeh Gayford, Jr.
 Procurement Officer/ Head of Unit

Date: 8/17/2019


APPROVED BY: *[Signature]*
 Atty. Saffiah-Mai Gray
 Chief Executive Officer / Head of Procurement Committee

Date: 05/17/19

[Handwritten Signature]
 P.P. Z. [unclear]
 9/17/19


[Handwritten Signature]
 Provisional
 6/18/19
 09/18/19

National Oil Company of Liberia
 Updated Procurement Plan Consultancy NON-58A Budget Explanatory Note
 Fiscal Year 2019/2020

NO.	Contract Package Code	Contract Package	Content of Contract Package
1	RFP NO. NOCAL/58A/001/19/20 DCBS 	Rebalancing and Tooling (Technical Consultancy)	This contract package was drawn from the budgetary line item Professional services. NOCAL intends to engage a consultancy firm for its rebalancing and tooling of its core technical activities (\$200,000.00)
2	RFP NO. NOCAL/QCBS/002/19/20	Marketing and Rebranding Consultancy	This contract package was drawn from the budgetary line item Professional Services. NOCAL intends to engage a consultancy firm for its rebranding and marketing initiatives. (\$30,024.72)

PREPARED BY: 
 Yakeh Gayfor Jr.
 Procurement Officer/ Head of Unit

Date: 09/17/2019

APPROVED BY: 
 Atty. Saliuh-Kai Gray
 Chief Executive Officer / Head of Procurement Committee

Date: 09/17/19

Z. Tobias - dk
 9/17/19