



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/RI/CEO/698/22

December 1, 2022

Hon. Henry O. Williams
EXECUTIVE DIRECTOR
National Disaster Management Agency
Republic of Liberia

Dear Hon. Williams:

Subject: RECEIPT AND APPROVAL OF THE NATIONAL DISASTER MANAGEMENT AGENCY DRAFT CORE BUDGET AND SBA PROCUREMENT PLANS FOR FISCAL YEAR 2023.

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the National Disaster Management Agency Draft Core Budget and SBA Procurement Plans for Fiscal Year 2023, in accordance with **Section 40 (3)** of the PPCA, 2010.

The Commission wishes to inform the NDMA that its 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 Plans, upon conclusion of stipulated processes.

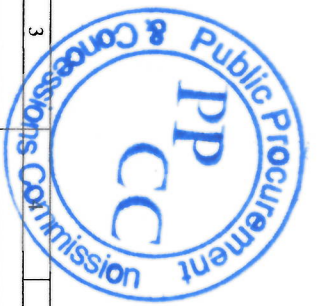
The Commission advises that you observe **Section 40 (5)** of the PPCA, 2010 which states that a Procuring Entity shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plan. The Commission and the Ministry responsible for Finance should be notified in writing of any material changes in the procurement plan and be provided with a copy of the updated procurement plan. 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.

The Public Procurement and Concessions Commission 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 concession processes.

Sincerely Yours,


Josephine Nagbe (Acting)
CHIEF EXECUTIVE OFFICER

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



**National Disaster Management Agency
PROCUREMENT PLAN (Core Budget)
Source of Funding: GOL National Budget
Fiscal Year 2023 (January - December)**

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	Business Activity Code	QTY	ESTIMATED COST (USD)	PROCUREMENT METHOD	TECHNICAL SPECS/BO Q/DRAWINGS	PREP OF BID DOCUMENT	PC APPROVAL L-BID DOC/TECH SPECS	INVITATION & RELEASE OF BID DOC	BID OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL L-BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	NCE PAYMENT (MOBILIZATION)	DELIVERY, INSPECTION (SUBSTANTIAL)	ACCEPTANCE & FINAL PAYMENT	REMARKS	
PLANNED UPDATE ACTUAL	1	IFB No. NDMA/RFQ/001/202	Repair & Maintenance - Civil	F4100	1 Firm	\$8,000.00	RFQ	10/31/2022	11/09/2022	11/17/2022	11/25/2022	12/15/2022	12/23/2022	4/1/2023	12/11/2023	N/A	1/12/23	12/31/2023	
PLANNED UPDATE ACTUAL	2	IFB No. NDMA/RFQ/002/202	Stationery	G4761	Assorted	\$2,000.00	RFQ	11/01/2022	11/10/2022	11/18/2022	11/28/2022	8/12/2022	12/16/2022	12/27/2022	5/1/2023	N/A	1/12/23	12/31/2023	
PLANNED UPDATE ACTUAL	3	IFB No. NDMA/NCB/001/202	Food Stuff	G4711	Assorted	\$34,220.80	NCB	11/01/2022	11/10/2022	11/18/2022	11/28/2022	9/1/2023	01/17/2023	01/25/2023	2/2/2023	N/A	12/01/23	12/31/23	
PLANNED UPDATE ACTUAL	4	IFB No. NDMA/RFQ/003/202	Household Materials	G4659	Assorted	\$8,555.20	RFQ	11/01/2022	11/10/2022	11/18/2022	11/28/2022	8/12/2022	12/16/2022	12/27/2022	5/1/2023	N/A	1/12/23	12/31/2023	
GRAND TOTAL						\$52,776.00													

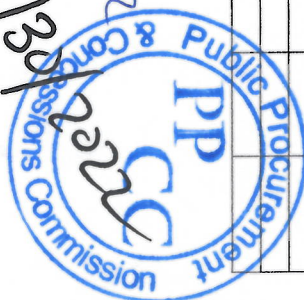
Prepared by:

Vivian G. Walker
Procurement Director/ NDMA

Approved by:

Hon. Henry O. Williams
Chairman Procurement Committee

Date: Nov. 8, 2022

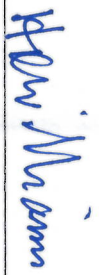


Nov 13, 2022

National Disaster Management Agency
DRAFT PROCUREMENT PLAN (SBA Budget)
Source of Funding: GOL National Budget
Fiscal Year 2023 (January - December)

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 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 INVITATIO N & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSION OF BID EVALUATIO N REPORT	PC APPROVAL BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANC E PAYMEN T (MOBILI ZATION)	DELIVERY, INSPECTION (SUBSTANTIA L COMPLETION)	ACCEPTAN CE & FINAL PAYMENT	REMARKS	
1	IFB No. NDMMA/NCB/001/202	Guard & Security Services	N8010	1 Firm	\$16,900.00	NCB	11/01/2022	11/10/2022	11/18/2022	11/28/2022	01/09/2023	01/17/2023	01/25/2023	02/02/2023	N/A	12/01/23	12/31/23		
2	IFB No. NDMMA/RFO/001/202	Fuel & Lubricants - Vehicles	G4661	520.83 @4.80	\$2,500.00	RFO	10/31/2022	11/09/2022	11/17/2022	11/25/2022	12/15/2022	12/23/2022	01/04/2023	01/12/2023	N/A	1/12/23	12/31/2023		
GRAND TOTAL					\$19,400.00														

Prepared by: 
 Vivian G. Walker
 Procurement Director/NDMA

Approved by: 
 Hon. Henry O. Williams
 Chairman Procurement Committee

Date:  8/2022



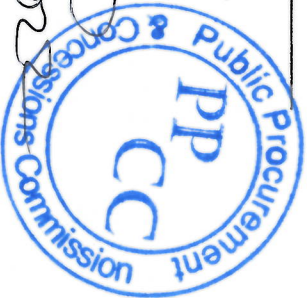
National Disaster Management Agency
SBA Budget Plan Explanatory Notes
Fiscal Year 2023 (January – December)

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. NDM/NCB/001/2023	Guard & Security Services	This contract package is from the budget line Guard & Security Services, and is intended to hire security guard services to protect NDM assets from theft at an estimated cost of \$16,900.00 USD.
2.	IFB No. NDM/RFQ/001/2023	Petroleum Products(Diesel & Gasoline)	This contract package is from the budget Fuel and Lubrications – Vehicle and is intended to procure 520.83 gallons of fuel at a unit cost of \$4.80.

Prepared By: 

Vivian G. Walker
 Procurement Director


 Nov. 30, 2022



Date: Nov. 8, 2022


 Nov 30, 2022



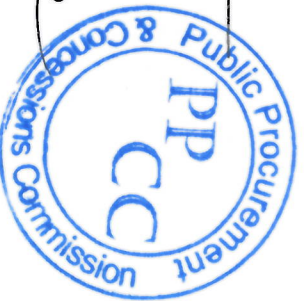
National Disaster Management Agency
Core Budget Plan Explanatory Notes
Fiscal Year 2023 (January – December)

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB No. NNDMA/RFQ/001/2023	Repair & Maintenance – Civil	This contract package is from the budget line Repair & Maintenance – Civil and is intended to procure the service of a firm to carry out repair and maintenance works on the NNDMA's Office Building at an estimated cost of US\$8,000.00.
2.	IFB No. NNDMA/RFQ/002/2023	Stationery	This contract package is from the budget line Stationery, intended to procure the following stationery: Sheets, Filing cabinet, Folders, desk tray, stapler, paper clips, white board, marker, envelopes, pens, bender, box file, inks, toner, disc, pen drive, stamp and etc. at an estimated cost of US\$2,000.00.
3.	IFB No. NNDMA/NCB/001/2023	Food Stuff	This contract package is from the budget line Operations and intended to procure the following Food Stuff: Rice (25Kg), Oil, Biscuit and etc. at the cost of US\$34,220.80.
4.	IFB No. NNDMA/RFQ/003/2023	Household	This contract is from the budget line Operations and intended to procure the following Household materials: mattresses, Pots, Blanket, Cloths and etc. at the cost of US\$8,555.20.
5.	IFB No. NNDMA/SS/001//2023	Electricity	This contract package is from the budget line Electricity and is intended to procure electricity for NNDMA at an estimated cost of \$46,525.00 USD.

Prepared By: 

Vivian G. Walker
 Procurement Director


 May 30, 2022



Date: May 8, 2022


 May 13, 2022

