



REPUBLIC OF LIBERIA
PUBLIC PROCUREMENT & CONCESSIONS COMMISSION
EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

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Ref. **PPCC/RL/CEO/0327/24'**

June 18, 2024

Hon. Lwopu G. Kandakai
REGISTRAR GENERAL
Cooperative Development Agency
72nd SKD Boulevard, Paynesville
Monrovia, Liberia

Dear Hon. Kandakai:

Subj: **RECEIPT AND APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2024**

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Cooperative Development Agency (CDA) Annual Procurement Plan. Following thorough review, the Commission hereby approves the CDA's annual procurement plan for fiscal year 2024 in accordance with **Section 40 (3)** of the PPCA, 2010, and informs the CDA that the 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. However, 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.

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.

Sincerely yours,


Bodger Scott Johnson, (Hon)
CHIEF EXECUTIVE OFFICER

INTER OFFICE- MEMORANDUM

To: Bodger Scott Johnson
Executive Director/CEO

Thru: Mr. Himmie E. Langford
Director, CMD

From: Benetta S. Norman
Compliance Officer

Date: June 18, 2024

Subject: Submission of Cooperative Development Agency (CDA) Final SBA and non-SBA Procurement Plan for Fiscal Year, January to December, 2024

Cooperative development agency has submitted to the Commission in keeping with Section 40. (3) its 2024 non-SBA and SBA final procurement plans for Approval.

Having reviewed the Procurement Plans including supporting documents of CDA, it is observed that the entity is in compliance with the PPCC Act.

Below are documents submitted for review:

- Non-SBA & SBA procurement plans
- Explanatory notes
- National budget
- Cover letter and
- Procurement Committee and Member Listing

Recommendation:

In view of the above, it is recommended that Cooperative development agency final procurement plans be approved by the Commission.

Best regards.

*Theophilus Kolie
June 18, 2024
Times
12:25*

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