



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 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/OIC/275/'24

June 10, 2024

Hon. Victor W. Kpaiseh
DEPUTY MANAGING DIRECTOR
Forestry Development Authority
Republic of Liberia

Dear Hon. Kaiseh:

Subject: **RECEIPT AND APPROVAL OF CORE BUDGET PROCUREMENT PLAN FOR FISCAL YEAR 2024**

We present our compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Forestry Development Authority (FDA) Core Budget Procurement Plan for Fiscal Year 2024 in accordance with **Section 40** (3) of the PPCA, 2010. The Commission, however, wishes to inform you that your 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.

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 plan. The Commission and the Ministry responsible for finance should be notified in writing of any material changes in the procurement plan and provide 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 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.

Best regards.

Yours sincerely,


Rodgers Scott-Johnson (Hon.)
CHIEF EXECUTIVE OFFICER



FORESTRY DEVELOPMENT AUTHORITY
 PROCUREMENT PLAN (CORE BUDGET)
 Source of Funding: Government of Liberia
 Calendar Year: 2024

3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
BASIC DATA						IMPLEMENTATION DATES											
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 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)	ACCEPTANCE & FINAL PAYMENT	REMARKS
IFB No.FDA/RB/001/2024	Petroleum Products	G- 4661	1,657gals @ \$5.01	\$ 8,304.00	RFQ	13-Jun-24	18-Jun-24	25-Jun-24	1-Jul-24	8-Jul-24	16-Jul-24	23-Jul-24	30-Jul-24	N/A	13-Aug-24	29-Aug-24	
IFB No.FDA/RFQ/002/2024	Stationery	G-4661	Assorted	\$ 8,000.00	RFQ	13-Jun-24	18-Jun-24	25-Jun-24	1-Jul-24	8-Jul-24	16-Jul-24	23-Jul-24	30-Jul-24	N/A	13-Aug-24	29-Aug-24	
Sub	Total			\$ 16,304.00													

Prepared by:
 Wynn G. Bryant, Jr.
 Manager, Procurement I

Mr. Victor W. Kpaiseh
 Acting Managing Director Administration/Finance

Date: 6/03/24


June 10, 2024

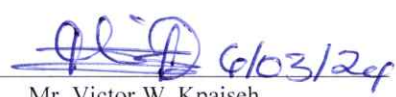



FORESTRY DEVELOPMENT AUTHORITY
PROCUREMENT PLAN (CORE BUDGET)
Source of Funding: GOVERNMENT OF LIBERIA
CALENDER YEAR: 2024

Item	Contract Package Code	Contract Package	Content of Contract Package
1	IFB No.FDA/RFQ/001/2024	Petroleum Products	This package will be procured under the budget line items of Fuel & Lubricant Vehicle and Generator such as fuel & gas
2	IFB NO. FDA/RFQ/002/2024	Stationery	This package will be procured under the budget line item of Stationery such as Catridges, A4 paper, A3 Paper, Leagal Sheet, Bull pen, yellow Folder, Brown Envelop, Transparent Plastic Folder, and Stippler Machine.

Prepared by: _____


Wynn G. Bryant, Jr
Manager, Procurement Unit


Mr. Victor W. Kpaiseh
Acting Managing Director Administration/Finance


June 10, 2024



Memorandum

To: Bodger Scott Johnson
Executive Director

Thru: Himmie E. Langford
Director, Compliance and Monitoring

From: Joseph P. Badio
Compliance Officer

Subject: Forestry Development Authority-Request to approve Procurement Plan for FY 2024

Date: June 10, 2024

The Forestry Development Authority (FDA) has submitted its Procurement Plan to the Commission for approval for FY2024.

The entity submitted the following documents pertaining to its request:

- Draft Procurement Plan
- Copy of cash plan

Finding:

The review of the documents above show that the entity's request is in accordance with Section 40 which requires every procuring entity to undertake procurement planning and Section 72 (a) that allows Entity procurement activity to be duly budgeted for as evidence of the availability of funding consistent with the PPCA of 2010.

Recommendation

In view of the above, it is hereby recommended that the Commission approves the entity procurement plan for FY2024.

Theophilus Kollie
June 10, 2024
Tue 3:05 pm

