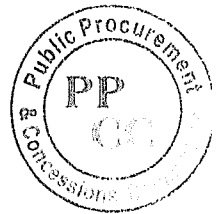


REPUBLIC OF LIBERIA

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/CEO/384/'23**

December 7, 2023

Hon. Thomas Doe Nah
COMMISSIONER GENERAL
Liberia Revenue Authority
Republic of Liberia

Dear Hon. Nah:

Subject: **RECEIPT AND APPROVAL OF THE LIBERIA REVENUE AUTHORITY SPECIAL PROJECT PROCUREMENT PLAN FOR FISCAL YEAR 2023.**

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Liberia Revenue Authority (LRA) submission of its Special Project Procurement Plan. The Commission has received and approves the LRA Special Project Procurement Plan (Non – SBA) for Fiscal Year 2023 in accordance with **Section 40** (3) of the PPCA, 2010, and informs the MPW that this 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 plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. An updated procurement plan shall accompany said notice to the Commission."

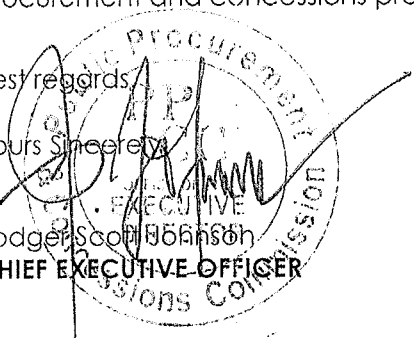
Please note that an approval of a method on the procurement plan is deemed as the Commission's full approval and as such a Procuring Entity will not be required to again request the use of said approved method.

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.

Best regards,

Yours Sincerely,

Bodger Scott Robinson
CHIEF EXECUTIVE OFFICER





Deputy Commissioner General
Technical Affairs



LRA/GYM-DCGTA/cgkh/12-503/23

December 1, 2023

Mr. Bodger Scott Johnson
Executive Director
Public Procurement and Concession Commission
Capitol Hill
Monrovia, Liberia

Received:
Dennis Taylor
Dec. 4, 2023
Time: 11:59 AM

Re: Submission of Special Project Procurement Plan

Dear Hon Johnson:

We extend our Professional compliments and herewith submit a Special Project Procurement Plan-FY 2023 for your approval in consonance with Section 40, subsection 5 of the PPC Act of 2010.

Additionally, attached is the Budget and other supporting document granting the LRA funding to accommodate the Procurement Activities

Thank you for the collaboration as we strive to attain equality, transparency, fairness and accountability in national procurement.

Professionally yours,

 12/1/23

Hon. Thomas Doe Nah
Commissioner General



Procurement Plan (Non SBA)
Source of Funding: MFDP
Fiscal Year: 2023



November 21, 2023

BASIC DATA																
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
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 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)	
Planned Update	1	IEB No. LRAM/FDP- Proj/NCB/001/2023	Coaster Bus	G4510	1 firm	90,000.00	NCB	11/27/2023	12/2/2023	12/9/2023	1/7/2024	1/4/2024	1/28/2024	2/4/2024	2/20/2024	N/A
Planned Update	2	IEB No. LRAM/FDP- Proj/SS/002/2024	Internet Services	J6010	2 firm	300.00	SS	11/27/2023	12/4/2023	12/11/2023	12/18/2023	12/25/2023	1/1/2024	1/8/2024	1/22/2024	N/A
Planned Update	3	IEB No. LRAM/FDP- Proj/RFQ/001/2024	Hall Rental Services	I6810	1 firm	2,500.00	RFQ	11/27/2023	12/4/2023	12/11/2023	12/18/2023	12/25/2023	1/1/2024	1/8/2024	1/22/2024	N/A
Planned Update	4	IEB No. LRAM/FDP- Proj/RFQ/002/2024	Catering Services	G4773	1 firm	5,000.00	RFQ	11/27/2023	12/4/2023	12/11/2023	12/18/2023	12/25/2023	1/1/2024	1/8/2024	1/22/2024	N/A
			Subtotal			97,800.00										
			Grand Total			97,800.00										

Prepared By: Lovetta W. J. Williams
 Manager/Procurement Section

Approved: Thomas Doe Nah
 Head of Procurement Committee

Date: 12/11/23

Handwritten signature and date: Dec 6, 2023



Notes to the Procurement Plan

Item	Contract Package	Description
1	Coaster Bus	The LRA will procure coaster bus for employees as mean of facilitating them to work and back home using the NCB Method and funded in budget line Coaster Bus for Employees.
2	Internet Services	The LRA will procure internet services/supplies which will be provided by Lonestar Cell and Orange Liberia funded under budget Internet ; They are the only GSM companies operating in Liberia and as per Section 55 1(a) of the PPC Act 2010 . The procurement package will be using Sole Sources Method.
3	Hall Rental Services	Hall rental shall be used for Regional consultation Dialogue and other Training funded under the budget lines Hall Rental and Catering Services using RFQ Method of procurement.
4	Catering Services	Catering Services shall be procured for Regional consultation Dialogue funded under the budget lines Hall Rental and Catering Services using Method of procurement.
5	Foreign Daily Allowance	Allowance for Staff payable for foreign stakeholder engagement @ US\$ 2,000.00. This is funded under line item Foreign Trip
6	Domestic Daily Allowance	Allowance for DRM Local Consultant, LRA's Staff and GOL Stakeholders payable for local stakeholder engagement @ US\$ 9,900.00. This is funded under line item Foreign Trip
7	Miscellaneous	The DRM Project will execute other non planned activities that may arise during the stakeholder engagement at an estimated amount of \$300.00
8	Administrative Operational Support	The DRM/LRA Project will need administrative operational support services to enhance the stakeholder engagement at an estimated amount of \$49,697.50
9	Staff & Consultants Compensations	The DRM/LRA Project will provide 3months compensations to both consultants and ICT staff to enhance the stakeholder engagement at an estimated amount of \$30,000.00

US\$ 2,000
Dec. 10, 2023

