



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/0715/19**

October 10, 2019

Hon. J. Allan Klayee

MANAGING DIRECTOR

Liberia Airport Authority/Roberts International Airport

Republic of Liberia

Dear Hon. Klayee:

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 Liberia Airport Authority/Roberts International Airport 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 LAA/RIA'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 Rosaline Nagbe Kowo (Atty)
CHIEF EXECUTIVE OFFICER

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


Liberia Airport Authority/Roberts International Airport

Procurement Plan (NON SBA)

Source of Funding: 2019/2020 (Internal revenue Generated)

Fiscal Year: July 1, 2019-June 30, 2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	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 & PAYMENT
PLANNED	1	IFB No. RIA/NCB/001/19/20	Uniform	G4771	Assorted	326,800.00	NCB	6/17/19	7/8/19	7/15/19	7/22/19	8/19/19	8/26/19	9/9/19	9/23/19	N/A	6/8/20	6/15
UPDATE																		
ACTUAL																		
PLANNED	2	IFB No. RIA/NCB/002/19/20	Tools & Expendable Supplies	G4651	Assorted	82,025.00	NCB	6/18/19	7/9/19	7/16/19	7/23/19	8/20/19	8/27/19	9/10/19	9/24/19	N/A	6/8/20	6/15
UPDATE																		
ACTUAL																		
PLANNED	3	IFB No. RIA/NCB/003/19/20	Stationery	G4761	Assorted	69,246.00	NCB	6/19/19	7/10/19	7/17/19	7/24/19	8/21/19	8/28/19	9/11/19	9/25/19	N/A	5/21/20	6/28
UPDATE																		
ACTUAL																		
PLANNED	4	IFB No. RIA/NCB/004/19/20	CUG Service	J6120	1 Firm	60,480.00	NCB	6/20/19	7/11/19	7/18/19	7/25/19	8/22/19	8/29/19	9/12/19	9/26/19	N/A	6/29/20	6/30
UPDATE																		
ACTUAL																		
Sub Total						538,551.00												

Prepared by:  Date: 09-10-19

Mr. Elton S. Tuning
Director/Manager Procurement Unit

Approved by:  Date: 9-10-2019

Hon. J Allan Klayee
Managing Director/Chairman-Procurement Committee



6/27/2019

Liberia Airport Authority/Roberts International Airport

Procurement Plan (NON SBA)

Source of Funding: 2019/2020 (Internal revenue Generated)

Fiscal Year: July 1, 2019-June 30, 2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Activity Code(s)	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)	ACCEP E & F PAYM
PLANNED	5	IFB No. RIA/ RFQ/001/19 /20	Mail & Courier	J6120	1 firm	1,224.00	RFQ	7/4/19	7/11/19	7/18/19	7/25/19	8/1/19	8/8/19	8/15/19	8/22/19	N/A	6/29/20	6/30
UPDATE																		
ACTUAL																		
PLANNED	6	IFB No. RIA/ NCB/005/19 /20	R/M Computer Supplies & ICT Equipment	G4741	Assorted	515,600.00	NCB*	7/3/19	7/17/19	7/24/19	7/31/19	8/28/19	9/11/19	9/25/19	10/9/19	N/A	6/28/20	6/30
UPDATE																		
ACTUAL																		
PLANNED	7	IFB No. RIA/ NCB/006/19 /20	R/M Road, ramp & Runway	F-4390	2	430,000.00	NCB	7/4/19	7/18/19	7/25/19	8/1/19	8/29/19	9/12/19	9/26/19	10/10/19	N/A	6/15/20	6/22
UPDATE																		
ACTUAL																		
PLANNED	8	IFB No. RIA/NCB/00 7/19/20	Electrical Appliance	G-4759	1 Firm	366,523.00	NCB	7/2/19	7/16/19	7/23/19	7/30/19	8/27/19	9/10/10	9/24/19	10/8/18	N/A	6/28/20	6/29
UPDATE																		
ACTUAL																		
Sub Total						1,313,347.00												

Prepared by:

Mr. Elton S. Tuning

Director/Manager-Procurement Unit

Date 09-10-19

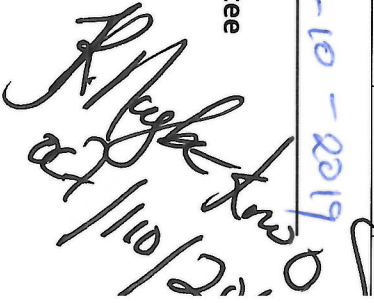
Approved by:

Hon. J Allan Klayee

Managing Director /Chairman-Procurement Committee

Date: 9-10-2019





Liberia Airport Authority/Roberts International Airport

Procurement Plan (NON SBA)

Source of Funding: 2019/2020 (Internal revenue Generated)

Fiscal Year: July 1, 2019-June 30, 2020

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BASIC DATA																		
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PLANNED	09	IFB No. RIA/NCB/008/19/20	Spare parts - Vehicles	G4530	Assorted	887, 000.00	NCB*	6/20/19	7/11/19	7/18/19	7/25/19	8/22/19	8/29/19	9/12/19	9/26/19	N/A	6/22/20	6/28
UPDATE																		
ACTUAL																		
PLANNED	10	IFB No. RIA/ICB/001/19/20	R & M Airport handling Equipment	C3311	1 Firm	644,000.00	ICB	6/2/19	7/11/19	2/25/19	8/1/19	9/12/19	9/26/19	10/3/19	10/17/19	N/A	6/29/20	6/30
UPDATE																		
ACTUAL																		
PLANNED	11	IFBNo. RIA/ICB/002/19/20	Furniture & Fixtures	G4759	Assorted	697,500.00	ICB	6/2/19	7/11/19	2/25/19	8/1/19	9/12/19	9/26/19	10/3/19	10/17/19	N/A	6/29/20	6/30
UPDATE																		
ACTUAL																		
PLANNED	12	IFBNO. RIA/ICB/003/19/20	Rehabilitation of Airport	F4100	4	6,000,000.00	ICB	6/2/19	7/11/19	2/25/19	8/1/19	9/12/19	9/26/19	10/3/19	10/17/19	N/A	6/29/20	6/30
UPDATE																		
ACTUAL																		
Sub Total				7,341,500.00														

Prepared by:

Mr. Elton S. Tuning

Director Manager-Procurement Unit

Date 09-16-19

Approved by:

Hon. J Allan Klaye

Managing Director /Chairman-Procurement Committee

Date: 9-10-2019

Liberia Airport Authority/Roberts International Airport

Procurement Plan (NON SBA)

Source of Funding: 2019/2020 (Internal revenue Generate)

Fiscal Year: July 1, 2019-June 30, 2020

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
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	13	IFB No. RIA/ NCB/009/19 /20	Dry Chemical Powder Purpose K	G4649	Assorted	28,800.00	NCB	6/20/19	7/11/19	7/18/19	7/25/19	8/22/19	8/29/19	9/12/19	9/26/19	N/A	6/28/20	6/3
UPDATE																		
ACTUAL																		
PLANNED	14	IFBNO. RIA/ NCB/010/1 9/20	R/M Fire Truck	C2910	1 Firm	14,428.00	NCB	7/4/19	7/18/19	7/25/19	8/1/19	8/29/19	9/12/19	9/26/19	10/10/19	N/A	6/15/20	6/2
UPDATE																		
ACTUAL																		
PLANNED	15	IFBNO. RIA/ NCB/011/1 9/20	Accounting Software	G4741	Assorted	30,000.00	NCB	7/2/19	7/16/19	7/23/19	7/30/19	8/27/19	9/10/10	9/24/19	10/8/18	N/A	6/15/19	6/2
UPDATE																		
ACTUAL																		
PLANNED	16	IFBNO. RIA/ NCB/012/1 9/20	Security & Safety Equipment	C3290	Assorted	240,000.00	NCB	6/20/19	7/11/19	7/18/19	7/25/19	8/22/19	8/29/19	9/12/19	9/26/19	N/A	6/29/20	6/3
UPDATE																		
ACTUAL																		
Sub Total						298,800.00												

Prepared by:  Date 09-10-19

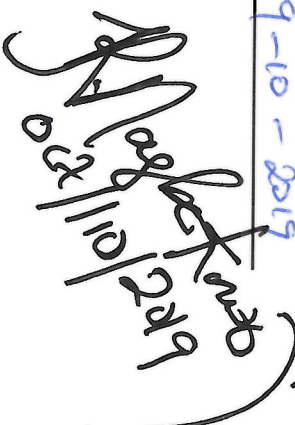
Approved by: 

Date: 9-10-2019

Hon. J Allan Klayee
 Freeman/Director Manager-Procurement Unit

Manager/ Director Procurement Unit






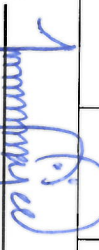
Liberia Airport Authority/Roberts International Airport
Procurement Plan (NON SBA)

Source of Funding: 2019/2020 (Internal revenue Generated)
Fiscal Year: July 1, 2019-June 30, 2020

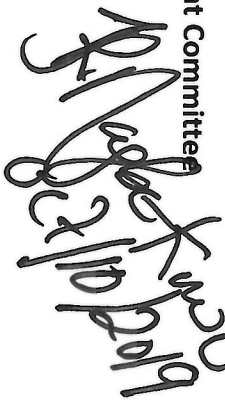
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BASIC DATA								IMPLEMENTATION DATES										
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PLANNED	17	IFBNO.RIA/NCB/013/1 9/20	R/M Ground Support Equipment	C3311	Assorted	30,000.00	NCB	6/20/19	7/11/19	7/18/19	7/25/19	8/22/19	8/29/19	9/12/19	9/26/19	N/A	6/39/20	6/30
UPDATE																		
ACTUAL																		
PLANNED	18	IFBNO.RIA/ICB/004/19 /20	Equipment Airport Handling	G 4659	Assorted	1,600,000.00	ICB	6/21/19	7/12/19	7/19/19	8/2/19	9/13/19	9/27/19	10/4/19	10/24/19	N/A	6/15/20	6/22
UPDATE																		
ACTUAL																		
PLANNED	19	IFBNO.RIA/NCB/014/1 9/20	Lubricant	G4530	1 Firm	93,600.00	NCB	7/4/19	7/18/19	7/25/19	8/1/19	8/29/19	9/12/19	9/26/19	10/10/19	N/A	6/15/20	6/22
UPDATE																		
ACTUAL																		
PLANNED	20																	
UPDATE																		
ACTUAL																		
SUB Total					1,723,600.00													
GRAND TOTAL					11,215,798.00													

Prepared by:  Date 09-10-19

Mr. Elton S. Tuning
Director Manager-Procurement Unit

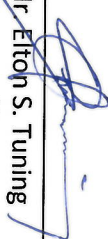
Approved by:  Date: 9-10-2019

Hon. J Allan Klaviee
Managing Director /Chairman-Procurement Committee



9/21/2019

Notes to Procurement Plan (NON SBA)

NO	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1	IFB No. RIA/ NCB/001/19/20-Uniform	This line item will be used for the procurement of Uniforms for RIA staff and this contract package will be financed from the budget line uniform as indicated the budget.
2	IFB No. RIA/NCB/002/19/20-Tools & Expendable Supplies	This line item will be used to procure various electronic tools and accessories such as: Digital Multi-meter, Screw Drivers (Assorted), Crimping Tools – small , Digital Scope Meter, Butane Gas Soldering Iron ,Soldering Gun ,Digital Scope Meter, Wire Cutter, Pliers, Wire Strippers, Crimping Tools – large size, Torc Ultra Bright LED, Solder Roll, etc. This line will be financed from the line Tools and expendable supplies as indicated on the budget.
3	IFB No. RIA/ NCB/003/19/20-Stationery	This line item stipulates purchase of various stationery materials for the RIA. Items to be procured include: <i>A4 sheets-200 cartons, Legal paper-50cartons, Executive Bond-20 ream, A3 sheets-20 ream, Executive Ball Pens-20 boxes, Manilla folder-30 boxes, Staple pins-10 boxes, Calculator-12 pieces, Stick on pad boxes, Highlighter -10 boxes, Brown envelope-50 cartons, Stapler -10 pieces, Marker-20 boxes, Handling folder-30 boxes, OSA Ink- 40 pieces, 35A Ink- 30 pieces, Computer cartridges, note pads-20 Boxes, etc. This Line will be financed from the budget line Stationery</i>
4	IFB No. RIA/NCB/004/19/20- CUG Services	This line item will be used for the procurement of recharge services for the staffs of RIA to enable the easy flow of communication among staff members. contract package will be funded from the budget line Telephone and Fax as indicated on the Cash Plan.
5	IFB No. RIA/ RFQ/001/19/20 Mail & Courier	This line item will be used for the procurement of mails and courier delivery service for the Roberts International Airport for the budget year and this contract package will be funded from the budget line Mail and Courier as indicated on the Cash Plan.
6.	IFB No. RIA/NCB/005/19/20 Computer Supplies & ICT Equipment	This line item will account for the following: Microsoft office suite 2016 (200 users), Quick Books, anti-virus, software, network-renovation, cable manager (server), etc. This contract package will be funded from the budget line Computer Equipment and Computer Software under R & M and Computer Software Budget Line Computer Software under Fixed Asset as indicated on the Cash Plan. This contract package exceeds the threshold for the use of National competitive method, but the true is that there are capable companies in country- that have the capacities, in so doing the Procurement Committee decided to use NCF approach and ask the PPC for approval as indicated in Section 49 (1a) of the PPC Act. Additionally, the RIA verified that enough competition will be encountered locally as there are numerous operational companies in Liberia.
7.	IFB No. RIA/NCB/006/19/20 R/M-Road, ramp & Runway	This line item will be used for the repairs and maintenance of road, ramp and runway. This contract package will be financed from the budget line installation Road, Ramp and Runway as indicated under the repair and maintenance Column and the fixed asset Column on the cash plan.
8.	IFB No. RIA/NCB/007/19/20 Electrical Appliances	This line item will be used to procure air conditioners, ice boxes and other Electrical Appliances for Office and Staffs Housing use. This Line item will be funded from two budget lines; Equipment Office and Equipment Staff Housing.
9.	IFB No. RIA/NCB/008/19/20 Spare parts -Vehicles	To procure various spare parts for the RIA's fleet of vehicles based on needs and to obtain those parts that are needed on a routine basis such as fuel filter filters, hydraulic arm seal, hydraulic oil, brake fluid, batteries, pressure plate, clutch disc, tires, release bearing, universal joint brake pad, differential oil, hydraulic gear oil, spark plugs, water separate filter, master cylinder, priming pump, etc. This package will also be used to procure complete set of mechanical tools, jack, crane jack, etc. Note: our mechanics are available to install the parts and do the repairs unless there are major faults and the need for an external garage/technical expertise arises. This contract package will be funded from the budget line Motor Vehicles as indicated on the Cash Plan under the fix asset column.

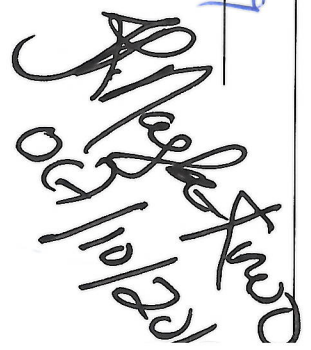
Prepared by: 
Mr. Elton S. Tuning
Manager/Procurement Unit

Date: 09-10-19

Approved by: 
Hon. John Allan Klayee
Managing Director/Chairman-Procurement Committee

Date: 9-10-2019




05/10/20

Notes to Procurement Plan (NON SBA)

NO	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
10	IFB No. RIA/ ICB/001/19/20 R/M Airport Handling Equipment	This line item will be used for the procurement of Turbine jet starter, FMC pax stairs, conveyor belts, Harlan tug, baggage and other tools that are used for maintenance of the aircraft. This contract package will be funded the budget line Repair and maintenance equipment airport, equipment airport flight che
11	IFB No. RIA/ICB/002/19/20 Furniture & Fixture	Funds from this line item will be used for the procurement of file cabinets (metal, lockable), desks (with keyboard tray), small tables (for computers/printe bookshelves, conference tables (folding-legs), desk chairs (on wheels, adjustable height), conference chairs, executive chairs, chair-metal (conference roor bookshelves (metal), desk (metal), etc. This package will be financed from the line under Fixed Asset Furniture and Fixture-Terminal Building, Staff Housing Office as indicated on the cash plan.
12	IFBNO.RIA/ICB/003/19/20 Rehabilitation of Airport	This line item will account for the renovation and maintenance of the following infrastructure at: Zwedru Airport, Greenville Airport, Harper A and Voinjama Airport. This contract package will be funded from the budget lines as indicated above and under the Fixed asset (capital Expen Infrastructure Development on the cash plan.
13	IFB No. RIA/ NCB/009/19/20 Dry Chemical Powder Purpose K	This line item will be used for the Provision of dry chemical powder to protect runway lights from up-growing grass around the lights and edge the runway. This contract package will be finance from the budget line Dry chemical powder purpose K as indicated in the cash plan under fix Asset Category.
14	IFBNO.RIA/NCB/010/19/20 R/M Fire Truck	This line item will be used for the repair Heavy duty Fire Trucks for the fire and rescue operators at RIA. This contract package will be finance t the budget line fire and rescue equipment as indicated in the cash plan.
15.	IFBNO.RIA/NCB/011/19/20 Accounting Software	This line item will be used for the procurement of accounting software for the airport use and this will be funded from the budget line accoun software.
16.	IFBNO.RIA/NCB/012/19/20 Security & Safety Equipment	This line item will be used to procure security and safety equipment like, safety shoes, jackets, helmet, pepper spray and other security access: equipment. This contract package will be funded from the budget line security and safety equipment as indicated on the cash plan.

Prepared by: [Signature] Date 07-15-17

~~Mr. Elton S. Tuning~~
~~Manager/Procurement Unit~~

Approved by: Thommas J. J. J. Date: 7-10-2017

Hon. John Allan Klayee
Managing Director/Chairman-Procurement Committee

Date: 9-10-2019


Prov.

Edmunds

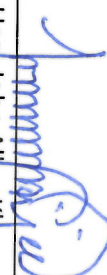
20/10/2020

Notes to Procurement Plan (NON SBA)

NO	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
17.	IFBNO.RIA/NCB/013/18/19 R/M Ground Support Equipment	This line item will account for the repairs and maintenance of ground support equipment, that is, a firm who has the expertise will be hire to damage equipment like loader, baggage, tractor etc. This contract package will be funded from the budget lines as indicated above and unde repairs and maintenance column of the cash plan.
18.	IFBNO.RIA/ICB/004/19/20 Equipment Airport Handling	This line item will be used for the procurement of Airport Handling Equipment, and other tools that are used for the maintenance of the aircraft. This cont package will be funded from the budget lines equipment Terminal Building and equipment airport as stated under the fixed asset Colum.
19.	IFB No. RIA/NCB/014/19/20 Lubricants-Vehicles	This line item will be use to procure lubricants for the RIA's fleet of vehicles based on needs and to obtain lubricants for the generator as well. This contra package will be funded from the budget line Motor Vehicles as indicated on the Cash Plan.

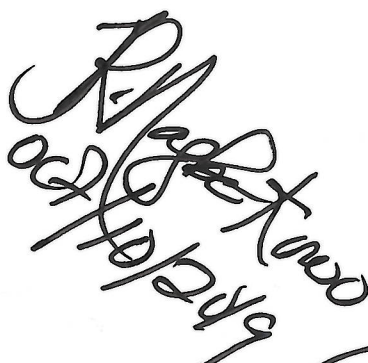
Prepared by:  Date 59-10-19

Mr. Elton S. Tuning
Manager/Procurement Unit

Approved by:  Date: _____

Hon. John Allan Klayee
Managing Director/Chairman-Procurement Committee



 6/2/19/20
R. J. Santos
Procurement Unit