GSA/MFDP-DMA/2-3/BMI/ea/14139/'24
February 29, 2024

Hon. Bodger Scott Johnson
Executive Director
Public Procurement & Concessions Commission
Executive Mansion Grounds, Capitol Hill
Monrovia, Liberia

Dear Hon. Johnson:

I wish to present my compliments and herewith inform you that the Ministry of Finance and Development Planning MFDP intends to extend the Budget Management System contract entered into Fiscal Period 2023 between RoviaGate Technology, LLC and MFDP.

The Ministry of Finance and Development Planning MFDP requests your “No Objection” to Sole Source RoviaGate Technology LLC, for the Provision of Configuration & Upgrade of Budget Management System to produce Budget Book for Budget Fiscal Year 2024 (January 01, 2024 - December 31, 2024).

<table>
<thead>
<tr>
<th>No</th>
<th>Name of Firm</th>
<th>Description</th>
<th>Extended Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>RoviaGate Technology, LLC</td>
<td>Configuration &amp; Upgrade of Budget Management System to produce Budget Book for Budget Fiscal Year 2024 (January 01, 2024 - December 31, 2024)</td>
<td>US$200,000.00</td>
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</table>

In accordance with the Amended and Restated Public Procurement and Concessions Act ref. section 55 subsection (3), use of Sole source procurement on any of the grounds referred to in subsection (1) of section 55 shall be subject to prior approval by the commission. When requesting approval of sole source procurement method, the procuring entity shall provide the commission with statements of facts and reasons justifying use of the requested method under the applicable provision of such subsection (1).

The Ministry of Finance and Development Planning wishes to state the following fact and reason for the use of Sole Source procurement method to extend contract with the above mentioned firm.

Received:
Theophillus Hollie
March 1, 2024
Time: 1:22 pm

National Vision: One People, One Nation united for Peace & Sustainable Development
STATEMENT OF FACTS:

1. The Ministry of Finance and Development Planning awarded contract to the same firm for the Fiscal Year (2023) for the Provision of Update, Support and Maintenance Services for the Budget Management System (BMS) Fiscal Year Budget (January 1, 2023 – December 31, 2023).

The Amended and Restated Public Procurement and Concession Act, ref section 55 subsection 1(b) read as follows:

For additional deliveries of goods by the original supplier which are intended either as replacement parts for existing goods, services or installations or as the extension of existing goods, services or installations where a change of supplier would compel the Procuring Entity to procure equipment or services not meeting requirements of interchangeability with already existing equipment or services.

REASON:

1. The conduct of another competitive procurement process for the Configuration & Upgrade of Budget Management System to produce Budget Book for Budget Fiscal Year 2024 (January 01, 2024 - December 31, 2024) will delay the budget preparation timetable and cost the Ministry additional funds to go through the procurement process.

Consequently, the Ministry of Finance and Development Planning recommends the sole source method with RoviaGate Technology, LLC for the extension of contract.

Thanks for your cooperation and please accept the assurances of my highest esteem.

Please see attached copies of the detailed ‘Scope of Work’ (SOW) and all supporting documents for your perusal and kind consideration.

Best regards,

Bill McGill Jones
Deputy Minister for Administration
Email: bjones@mfdp.gov.lr /cell#:+231-886-498774
March 6, 2024

Hon. Bill McGill Jones
DEPUTY MINISTER FOR ADMINISTRATION
Ministry of Finance and Development Planning
Broad and Mechlin Streets
Monrovia, Liberia

Dear Hon. Jones:

Subj: APPROVAL OF SPECIAL PROJECT PROCUREMENT PLAN TO EXTEND CONTRACT WITH ROVIA GATE TECHNOLOGY FOR THE PROVISION OF CONFIGURATION AND UPGRADE OF BUDGET MANAGEMENT SYSTEM TO PRODUCE BUDGET BOOK 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 Ministry of Finance and Development Planning Special Project Procurement Plan to extend contract with RoviaGate Technology for the provision of configuration and upgrade of Budget Management Book for Fiscal Year 2024 at the estimated cost of US$ 200,000.00 (Two Hundred Thousand United States Dollars). Following thorough review, the Commission hereby approves the MDFP’s special project procurement plan for fiscal year 2024 in accordance with Section 40 (3) of the PPCA, 2010, and informs the Ministry that the procurement plan will be duly forwarded to the Ministry of Finance and Development Planning (MDFP), and that the MDFP 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,

[Signature]

Chairman
Public Procurement and Concessions Commission

Regulating Procurement Compliance for National Development
<table>
<thead>
<tr>
<th>ITEM</th>
<th>IMPLEMENTATION DATE</th>
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<td>2</td>
<td>12/12/2023</td>
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**Basic Data**

- Fiscal Year: 2023
- Government of Liberia National Highway
- Addendum Special Project Procurement Plan for.Additional Services
- Ministry of Finance and Development Planning (MFPDP)
### Management Software (BMS) - Update of the Budget Management System (BMS)

- **Purpose:** To improve the efficiency and accuracy of budget management.
- **Implementation:** The BMS system is updated to reflect the new fiscal year's budget requirements.
- **Objective:** To enhance decision-making processes and streamline budgeting procedures.

**Fiscal Year:** 2023

**Government of Liberia National Planning**

**Ministry of Finance and Development Planning (MFPD)**
Management Software (MIS)

In 2020, following the PAC decision to sole source a management technology in accordance with Section 45 subsection 2(c) of the PAC Act as well as the National Budget book (January 1, 2023 - December 31, 2023), the approved version of the software to be used was Decision Support System (DSS) for the following purposes:

- Maintain financial information
- Support budgeting processes
- Generate comprehensive reports

The system was expected to be operational by March 31, 2023.

### FY 2023

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<thead>
<tr>
<th>Package Code</th>
<th>Description</th>
<th>Explanatory Note</th>
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<td>1</td>
<td>Upgrade of the MIS System</td>
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### Request for Proposals and Approval of Award

<table>
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<th>IMPLEMENTATION DATES</th>
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<td>19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1</td>
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Fiscal Year: 2024

Government of Liberia National Budget

Addendum Special Project Procurement Plan-Non Consultancy Services

Ministry of Finance and Development Planning
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Fiscal Year: 2024

Government of Liberia National Budget

Addendum Special Project Procurement Plan-Non Consultancy Services

Ministry of Finance and Development Planning