### MINISTRY OF FOREIGN AFFAIRS

## PROCUREMENT PLAN FOR CONSULTANCY SERVICES

Source of Funding: GOVERNMENT OF LIBERIA (GOL)

Fiscal year: 2015-2016

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
		BASIC DATA				IMPLEMENTATION DATES														
						REQUEST FOR EXPRESSION OF INTEREST, if applicable					REQUEST FOR PROPOSALS AND APPROVAL OF AWARD									
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	No. of Firms/Pers ons	Busniess Activity code	Estimated Cost (USD)	Selection Method	Pre. Of TOR & PC Approval		REOI Closing/Op ening	Submission of Evaluation Report	PC Approval- Evaluation Report/ Shortlist		PC-Approval- Final TOR/RFP Document	Invitation of Proposals	Proposal Submission & Opening	Technical & Financial Proposal Evaluation	PC Approval- Combined Evaluation & Report	Contract Award & Signing	Completion (Final Report & Payment)
PLANNED UPDATE ACTUAL	1	RFP No. MFA/RFP/LCS/ 001/15/16	Civil Works Consultant	One (1)	M-7110	One (1)	33,000.00	LCS	9/22/2015	9/29/2015	9/29/2015	10/13/2015	11/3/2015	11/17/2015	11/24/2015	12/8/2015	N/A	6/30/2016	6/30/2016	
PLANNED UPDATE ACTUAL	2	RFP No. MFA/RFP/LCS/ 002/15/16	Legal Consultant	One (1)	M-6910	One (1)	33,000.00	LCS	9/22/2015	9/29/2015	10/6/2015	10/13/2015	11/3/2015	11/17/2015	11/24/2015	12/8/2015	N/A	6/23/2016	6/30/2016	
					GRAND TO	OTAL	66,000.00													

Prepared By:

Stanley M. Beain

ACTING PROCUREMENT DIRECTOR

Approved by:

B. Elias Shoniyin
HEAD OF ENTITY/ CHAIRMAN PROC.CMTTEE

Date: ///////



# MINISTRY OF FOREIGN AFFAIRS PROCUREMENT PLAN CONSULTANCY EXPLANATORY NOTES

Fiscal year: 2015/2016

ITEM No.	CONTRACT PACKAGE CODE	CONTRACT PACKAGE DESCRIPTION	CONTENT OF CONTRACT PACKAGE				
1.	IFB No. MFA/RFP/LCS/001/15/16	Civil Works Consultant	This contract package is intended to				
			procure the services of a Civic Works				
			Consultant and payment for this will come				
			from Professional and Consultancy				
			Services				
2	IFB No. MFA/RFP/LCS/002/15/16	Legal Consultant	This contract package is intended to				
			procure the services of a Legal Consultant				
			to assist the Legal Minister on legal and				
			law related issues and payment for this				
			will come from Professional and				
			Constancy Services.				

Prepared by:\_\_\_\_

Stanley M. Beain

**Acting Procurement Director** 



11/10/15



#### MINISTRY OF FOREIGN AFFAIRS

#### MEMBERS OF THE PROCUREMENT COMMITTEE AND UNIT

Fiscal year: 2015-2016

#### **Procurement Committee Members:**

Hon. B. Elias Shoniyin (Acting Minister/ Acting Chairman)

Hon. Wede Elliott Brownell, PhD (Co-Chairman)

Hon. Boakai N. Kanneh (PC Member)

Hon. Albertha P. Doe (PC Member)

Mr. James G. Quiqui (Comptroller) (PC Member)

Mr. Stanley M. Beain (Secretary/ Non-Voting Member)



## **Procurement Unit Members**

Albert L. George (Procurement Director)

**Stanley Beain (Deputy Director)** 

**Eric Garway (Supervisor)** 

Whetee Embree Tugbe (Warehouse Custodain)

Pauline Blake Outland (Procurement Officer)

Konah Sherman (Secretary)

**Zinnah Varney (Office Assistant)** 

Sunday T.Sipply, Jr (Procurement Specialist)

