



REPUBLIC OF LIBERIA
MINISTRY OF FINANCE & DEVELOPMENT PLANNING

P.O. BOX 10-9016
1000 MONROVIA, 10 LIBERIA



OFFICE OF THE DEPUTY MINISTER
FOR BUDGET AND DEVELOPMENT
PLANNING

RECEIVED
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BY:

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October 5, 2016

Hon. James Dorbor Jallah
Chief Executive Officer
Public Procurement & Concessions Commission
Capitol Hill, Monrovia, Liberia

Dear Hon. Jallah:

We present our compliments and wish to inform you that the amount of **US\$250,000.00 (Two Hundred Thousand Fifty United States Dollars)** has been appropriated to the Bureau of Immigration & Naturalization to facilitate the procurement of ECOWAS Re-entry Permits.

We hope this letter will serve as a basis for the review and/or subsequent approval of any procurement plan they present that will enable them to undertake said transaction.

With sentiments of highest esteem.

Sincerely Yours,

Hon. Tanneh G. Brunson
Deputy for Budget /Ministry of Finance and Development Planning

Cc: Bureau of Immigration and Naturalization

BUREAU OF IMMIGRATION & NATURALIZATION
PROCUREMENT PLAN (SPECIAL PROJECT)
SOURCE OF FUNDING : GOL NATIONAL BUDGET

FISCAL YEAR : 2016/2017

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
		BASIC DATA													IMPLEMENTATION DATES					
	Item	Code	Contract Package	Business Activity Code(s)	Quality	Estimated Cost	Procurement Method	Technical Specs/BOQ/ DRAWINGS	Prepare Bidding Document	Entity/ PC Approval	Bid Invitation & Release of Bid Doc.	Bid Submission /Public Opening	Submission of Bid Evaluation Reports	Pc Approval BID Evaluation Report	Contract Award/ Signing	Advance Payment/ LC	Delivery ,inspection	Acceptance Final Payment	Remarks	
Planned	1	IFB NO. BIN/SP/RB/ 001/16/17	Printing of Booklets	C1811	7,142	250,000.00	RB	5/9/2016	5/16/2016	5/23/2016	5/30/2016	6/13/2016	6/30/2016	7/4/2016	7/8/2016	N/A	6/25/2017	6/30/2017		
Update																				
Actual																				
Planned																				
Update																				
Actual																				

* Assorted has varieties of items and the quantity is not definite.

PREPARED BY: LASSANA B. DAMBELEY
HEAD OF PROCUREMENT

APPROVED BY: Hon. Cllr. Lemuel E. A. Reeves
COMMISSIONER/BIN



BUREAU OF IMMIGRATION AND NATURALIZATION
Procurement Plan Explanatory Notes (CORE BUDGET SPECIAL PROJECT)
Fiscal Year: 2016/2017

Item NO.	Contract Package Code	Contract Package	Content of Contract Package
1.	IFB NO.BIN/SP/RB/001/'16/'17	Printing of Booklets	<p>This contract package is intended to procure the following Category of Booklets:</p> <ul style="list-style-type: none">1. PERMIT OF RESIDENCE<ul style="list-style-type: none">• ECOWAS CITIZES 3,571 BOOKLETS2. RE-ENTRY VISA PERMIT<ul style="list-style-type: none">• MULTIPLE 1,786 BOOKLETS• SPECIAL 893 BOOKLETS• SINGLE 892 BOOKLETS

Prepared by: 
Head of Procurement



Date: 9/28/16

