



REPUBLIC OF LIBERIA

**PUBLIC PROCUREMENT & CONCESSIONS COMMISSION**

EXECUTIVE MANSION GROUNDS, CAPITOL HILL, MONROVIA, LIBERIA

WEBSITE: [www.ppcc.gov.lr](http://www.ppcc.gov.lr) EMAIL: [info@ppcc.gov.lr](mailto:info@ppcc.gov.lr) PHONE SHORT CODE: 4357 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/0199/25'

January 23, 2025

Dr. Josiah F. Joekai, JR.  
**DIRECTOR-GENERAL**  
Civil Service Agency  
Monrovia, Liberia

Dear Dr. Joekai:

Subj: **APPROVAL OF ANNUAL PROCUREMENT PLAN FOR FISCAL YEAR 2025**

We present our compliments and wish to acknowledge receipt of your communication dated January 20, 2025, which sought the approval of the Commission for Civil Service Agency (CSA) Annual Core and SBA Procurement Plan for 2025.

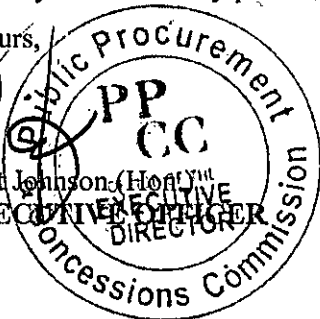
Following thorough review, the Commission hereby approves the Civil Service Agency (CSA) Annual Procurement Plan for fiscal year 2025 in accordance with *Section 40 (3)* of the PPCA, 2010, and informs CSA that the procurement plan will be duly forwarded to the Ministry of Finance and Development Planning (MFDP), and that the MFDP will process allotments in keeping with the approved procurement 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 yours,

  
Bodger Scott Johnson, Hon'ble  
**CHIEF EXECUTIVE OFFICER**





Office of the  
Director- General

Republic of Liberia  
**CIVIL SERVICE AGENCY (CSA)**  
"Ensuring Merit and Efficiency in the Public Service"



REF: RL/CSA/DG/JFJ/pw/PROC/012/2025

January 20, 2025

Hon. Bodger Scott Johnson  
**Chief Executive Director**  
Public Procurement & Concession Commission (PPCC)  
Capitol Hill  
Monrovia, Liberia

Dear Hon. Johnson:

Subject: **CALENDAR YEAR 2025 CORE BUDGET, SBA AND NON-SBA PROCUREMENT PLANS**

We present our compliments and herewith submit to you for approval, the Civil Service Agency's (CSA) Procurement Plans (SBA, Non - SBA and Consultancy Service) for the Code budget Year 2025 in accordance with section 40(3) of the PPCC Act of 2010.

Thanks for your usual kind cooperation.

Sincerely Yours,

Josiah F. Joekai, Jr. Ph.D.  
**Director- General**

Received:  
Theoph. In. S.B. Kelly  
January 20, 2025  
Time: 2:04pm

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info@csa.gov.lr

Ministerial Complex  
Congo Town,  
Monrovia, Liberia

# Civil service Agency(CSA)

Procurement Plan NON-SBA)  
Source of Funding : Government of Liberia ( GOL )  
Calendar Year : 2025



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	ITEM NO.	BASIC DATA						IMPLEMENTATION DATES										
		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 & FINAL PAYMENT
PLANNED	1	IFB No. CSA/NCB/001/2025	Stationery	G-4761	Assorted	28,300.00	NCB	10-Dec-24	17-Dec-24	24-Dec-24	09-Jan-25	06-Feb-25	13-Feb-25	14-Feb-25	28-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	2	IFBNO.CSA RFQ 005 2 025	Scratch Cards	J-6190	2000 pieces	10,000.00	RFQ	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	3	IFBNO.CSA/NCB/002 2 025	Computer Supplies, Parts and Cabling	G-4741	Assorted	56,800.00	NCB	10-Dec-24	17-Dec-24	24-Dec-24	09-Jan-25	06-Feb-25	13-Feb-25	14-Feb-25	28-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	4	IFBNO.CSA/NCB/003 2 025	Furniture and Fixture	G-4759	Assorted	49,900.00	NCB	10-Dec-24	17-Dec-24	24-Dec-24	09-Jan-25	06-Feb-25	13-Feb-25	14-Feb-25	28-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	5	IFBNO.CSA/RFQ 006 2 025	Vehicle Rental	N-7710	1 Firm	5,000.00	RFQ	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	N/A	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	6	IFBNO.CSA/RB/001 202 5	Fuel and Lubricant - Vehicle & Generator	G-4661	3,088 gallons	13,000.00	RB	10-Dec-24	17-Dec-24	24-Dec-24	09-Jan-25	06-Feb-25	13-Feb-25	14-Feb-25	28-Feb-25	N/A	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
Grand Total						145,018.00												

Prepared by: Prince A. Weekes  
Name: Prince A. Weekes, II  
Position: Procurement Director

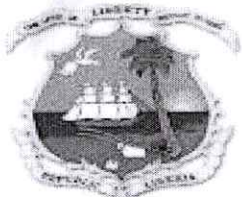
Date: 1/17/25

Approved by: Josiah Joelai  
Name: Josiah Joelai  
Position: Director-General/Chairman Proc. Committee



1/23/25





**Civil Service Agency(CSA)**  
Procurement Plan ( NON- SBA )  
Source of Funding : Government of Liberia ( GOL)  
Calendar Year : 2025



**Notes to Procurement Plan**

NO.	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1	IFB No. CSA/NCB/001/2025- Stationery supply : Business Activity Code: G-4761	From budget line descriptions "Stationery", the CSA intends to procure assorted stationery materials for Operational use. An accumulated Budget of US\$28,300.00 is available on the budget line Stationery for Calendar Year 2025 . Items to be procured include: A4 sheets-50 cartons, Legal paper-25cartons, Royal Executive Bond-15 ream, A3 sheets-15 ream, Executive Ball Pens-25 boxes, Manila folder-6 boxes, Staple pins-10 boxes, Calculator-8pieces, Stick on pads -14 boxes, Highlighter -7 boxes, Brown envelope-6 cartons, Stapler -10 pieces , Marker-5boxes, Box file-5 cartons, Perforators-20 pieces, Handling folder-3 boxes, 05A Ink- 20 pieces, 35A Ink-15 pieces, Computer cartridges, and note pads-5 Boxes.
2	IFBNO.CSA/SBA/RFQ/002/2025-Scratch Cards, Activity Code -15621	From budget line descriptions "Scratch Cards ", the CSA intends to apply portion of her budget for Scratch Cards. An accumulated Budget of <b>US\$10,000.00</b> is available from Scratch Cards for 2025 Fiscal Year.
3	IFBNo.CSA/NCB/002/2025- Computer Supplies , Parts & Cabling: Business Activity Code: G-4741	From budget line descriptions " Computer Supplies , Parts & Cabling ", the CSA intends to apply portion of her budget for Laptops Supplies , Parts & Cabling. An accumulated Budget of <b>US\$56,800.00</b> is available from the budget line Computer Supplies , Parts & Cabling for 2025 FY.
4	IFBNO.CSA/NCB/003/2025-Furniture and Fixture: Business Activity Code: G-4759	From budget line descriptions "Furniture and Fixture" the allocation for this line item is the CSA 2025 budget is US \$49,9000.00 for Furniture and Fixture , the CSA intends to purchase mini chairs, mini desks and printers , An accumulated Budget of <b>US\$ 49,900.00</b> is available from for 2025 Calendar Year.
5	IFB No. CSA/RB/001/2025-Fuel and Lubricant Vehicles-Business Activity Code:G-4773	From budget line descriptions "Fuel and Lubricant Vehicles & Generator ", the CSA anticipates to procure this procurement item.The Agency intends to procure fuel and Lubricant for Vehicles & Generator for the Canlendar Year 2025 in the amount of <b>US\$ 13,000.00</b> while the amount for vehicle is <b>US\$9,000.00</b> and the amount for Generator is <b>US \$ 4,000.00</b> and the total amount for "Fuel and Lubricant for both Vehicles & Generator is <b>US\$ 13,000.00</b> for Calendar Year 2025 .
6	IFBNO.CSA/RFQ/006/2025- Vehicle Rental: Business Activity Code: N-7710	From the budget line descriptions " Vehicle Rental ," the CSA intends to apply portion of the budget for Vehicle Rental , which will be used for Domestic Means of travel, An accumulated Budget of <b>US\$5,000.00</b> is available from for 2025 Calendar Year.

Prepared by: Prince A. Weekes, II

Name: Prince A. Weekes, II  
Position: Procurement Director

Date: 1/17/25

Approved by: Josiah F. Joekai, jr

Name: Josiah F. Joekai, jr  
Position: Director-General/Chairman Proc. Committee

Date: 1/17/25

1/23/25





# Civil service Agency(CSA)

Procurement Plan ( SBA-)  
Source of Funding : Government of Liberia ( GOL)  
Calendar Year : 2025



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	ESTIMATE D COST (USD)	PROCURE MENT METHOD	TECHNICAL SPECS/BOQ/D RAWINGS	PREP. OF BID DOCUMEN T	PC APPROVAL - BID DOC/TECH	BID INVITATION & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	PC APPROVAL - BID EVALUATION REPORT	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT (MOBILIZATIO N)	DELIVERY, INSPECTION (SUBSTANTIA L)	ACCEPTAN CE & FINAL PAYMENT
PLANNED	1	IFB No. CSA/SBA/Rfq/001/2025	Cleaning Materials	G-4773	Assorted	5,000.00	RFQ	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	2	IFB NO.CSA/SBA/R EQ/002/2025	Air-Tickets	N-7911	1Firm	8,000.00	RFQ	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	3	IFBNO.CSA/SB A/Rfq/003/20 25	Maintenan ce -	G-4520	1Firm	4,343.00	RFQ	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	4	IFBNO.CSA/SB A/Rfq/004/20 25	Catering	H-5621	1 Firm	9,000.00	RFQ	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
SUB-TOTAL						26,343.00												

Prepared by:

Name: Prince A. Weekes  
Position: Procurement Director

Date:

1/17/25

Approved by:

Name: Josiah F. Joe Kai, jr.

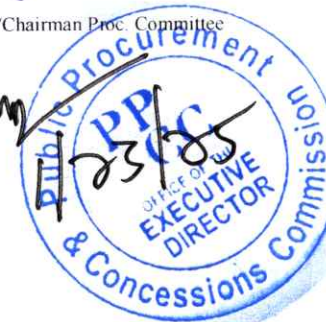
Position: Director-General//Chairman Proc. Committee

Date:

1/17/2025

1/23/25

1/23/25







Civil service Agency(CSA)

Procurement Plan ( SBA-)

Source of Funding : Government of Liberia ( GOL)



Calendar Year : 2025

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
BASIC DATA								IMPLEMENTATION DATES										
	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 & FINAL PAYMENT
PLANNED	5	IFB No. CSA/SBA/SS/001/2025	office Building Rental	L-6810	2 Buildings	17,100.00	SS	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
PLANNED	6	IFBNO.CSA/SBA/SS/002/2025	Internet Provider Service	J-6120	1Firm	5,000.00	SS	09-Dec-24	16-Dec-24	23-Dec-24	06-Jan-25	20-Jan-25	27-Jan-25	03-Feb-25	17-Feb-25	NA	1-Oct-25	15-Dec-25
UPDATE																		
ACTUAL																		
SUB-TOTAL						22,100.00												
Grand Total						48,443.00												

Prepared by: P. Weekes  
Name: Prince V. A. Weekes  
Position: Procurement Director

Date: 1/17/25

Approved by: [Signature]  
Name: Josiah F. Jockai, jr.  
Position: Director-General/Chairman Proc. Committee

Date: 1/17/2025

[Signature]  
1/23/25





Civil service Agency(CSA)  
Procurement Plan ( SBA- )  
Source of Funding : Government of Liberia ( GOL)  
Calendar Year : 2025



Notes to SBA Procurement Plan

NO.	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1	IFB NO. CSA/SBA/RFQ/001/2025-Cleaning Materials-Business Activity Code:G-4773	From the budget line descriptions " Cleaning Materials" the CSA intends to procure assorted cleaning materials for operational use. An accumulated Budget of <b>US\$5,000.00</b> is available from Cleaning Materials for 2024 FY . Items to be procured include: Antibacterial Liquid Hand wash 10 cartons, Lovely Tissue 20 Dozen, Bloom, 5 Dozen, Floor Mop 15 Pcs Air Freshener 8 Dozen, Tide Soap 30 Carton.
2	IFBNO.CSA/SBA/RFQ/002/2025-Air-Tickets, Activity Code N-7911	From budget line descriptions " Foreign Means of Travel" , the CSA intends to apply the budget for the procurement of Air Tickets , which will be used to procure Travel tickets from airlines for foreign travels. this amount was apportioned from Foreign Travel- Means of Travel An accumulated Budget of <b>US\$ 8,000.00</b> is available from Airline -Tickets for 2025 FY.
3	IFBNO.CSA/SBA/RFQ/003/2025- Maintenance - Vehicle: Business Activity Code: G-4520	From budget line descriptions "Repair and Maintenance -Vehicles " the allocation for this line item is the CSA 2025 budget is <b>US \$4,343.00</b> for Maintenance of Vehicles , the CSA intends to maintain all CSA assigned Vehicle , An accumulated Budget of <b>US\$4,343.00.00</b> is available from Maintenance of vehicle for 2025 Calendar Year.
4	IFBNO.CSA/RFQ/003/2025 - Catering: Business Activity Code: H-5621	From the budget line descriptions "Workshops, Conference and Seminars," the CSA intends to apply portion of the budget to the Catering Services for workshop, conference and seminar. An accumulated budget of <b>US \$ 9,000.00</b> is available from the 2025 fiscal year.

Prepared by: Prince A. Weekes Date: 1/17/25

Name: **Prince A. Weekes**  
Position: Procurement Director

4880  
1/23/25

Approved by: Josiah F. Joekal Jr. Date: 1/17/2025

Name: **Josiah F. Joekal Jr.**  
Position: Director-General/Chairman Proc. Committee







Civil service Agency(CSA)  
Procurement Plan ( SBA- )  
Source of Funding : Government of Liberia ( GOL)  
Calendar Year : 2025



Notes to SBA Procurement Plan

NO.	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1	Consultancy Services- Business Activities Code: P9511+B11:S15	From the budget "Consultancy Services" the Civil Service Agency is close with the responsibility of paying all consultants across government ministries and agencies through the nationla budget. An accumulated budget of <b>US \$1,655,000.00</b> represent payment of consultancy fes of all Government line Ministries and agencies in the Republic of Liberia for specialized Needs. It is captured in the CSA budget but will be used to pay consultants across MACs and the payment process will be fully initiated by MFDP.
2	Supply of Electricity (Sole Provider of Electricity in the country): Business Activity Code: D-3510	From the budget line description "Electricity", the CSA anticipates to procure this procurement item. There is a mutual understanding with the Liberia Electricity Corporation (the sole provider of Electricity in the country) for the supply of Electricity to CSA. Payments are made upon submission of an invoice by the LEC. For this Calendar year 2025, the CSA has a budget of <b>US\$6,007.00</b> for this item.
3	Provision of Water & Sewage Services (Sole provider of Sewage services to the agency): Business Activity Code: E-3700	From the budget line description "Water and Sewage", the CSA anticipates to procure this procurement item. There is a mutual understanding with the Liberia Water and Sewage Corporation (the sole provider of Water and Sewerage services in the country) for provision of sewage services for the agency. Payments are made upon submission of invoice by the LWSC. For the Calendar Year 2025, CSA has a budget of <b>US\$2,146.00</b> for this item.
4	FBNO.CSA/SBA/SS/001/2025 - Office Building Lease (Continuation of Office Building Lease agreement): Business Activity Code: L-6810	From the budget line description "Office Build. Rental and Lease", the CSA anticipates to procure this procurement item. There are mutual understandings with the following Lessors in continuation of Building lease agreements (Yamen Dayoub & Jackie Sayegh, Prince Moye and Paye Dowah) for the CSA offices in various location: <b>USD \$17,100.00</b> per year; 3. Gbarnga Regional Office- <b>USD\$9,000.00</b> and 4. Zwedru Regional Office- <b>USD\$3,000.00</b> , Grand Bassa office - <b>US\$ 5,100.00</b> annually. For this Calendar 2025, the CSA has a total budget of <b>US\$17,100.00</b> for this.
5	IFBNO.CSA/SBA/SS/002/2025-Internet Provider service-Business Activity Code : J-6110	From budget line descriptions "Internet Provider Service ", the CSA intends to apply portion of her budget for Internet Provider service , An accumulated Budget of <b>US\$5,000.00</b> is available from Internet Provider Service for 2025 fiscal year. This service is usually carried out by GOL institution LIBTELCO.



Prepared by:

Name: **Pri A. Weekes**

Position: Procurement Director

Date:

**1/17/25**

Approved by:

Name: **Josiah F. Joekai, jr.**

Position: Director-General//Chairman Proc. Committee

Date:

**1/17/2025**

**1/23/25**



**Name of Entity: CIVIL SERVICE AGENCY**  
**PROCUREMENT PLAN (Consultancy-Core budget)**  
**Source of Funding: GOL NATIONAL BUDGET**  
**Budget Period/Fiscal year: 2025**

	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BASIC DATA				IMPLEMENTATION DATES												
								REQUEST FOR EXPRESSION OF INTEREST, if applicable					REQUEST FOR PROPOSALS AND APPROVAL OF AWARD							COMPLETION (FINAL REPORT) AND PAYMENT
				Business Activity Code	No. of FIRMS/PERSONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL-EVALUATION REPORT/SHORTLIST	PREPARATION & SUBMISSION OF RFP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL-COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	
PLANNED	1	RFP NO.CSA/DCH/LCS/001/2025	CSA Dedicated Cloud Hosting Maintenance & Upgrade	J6311	1 Firm	30,000.00	LCS	6-Jan-25	13-Jan-25	27-Jan-25	30-Jan-25	31-Jan-25	3-Feb-25	10-Feb-25	13-Feb-25	03-Mar-25	13-Mar-25	14-Mar-25	10/1/2025	15-Dec-25
UPDATE																				
ACTUAL																				
PLANNED	2	RFP NO.CSA/WH/LCS/002/2025	CSA Web Hosting & Upgrade	J6311	1 Firm	5,000.00	LCS	6-Jan-25	13-Jan-25	27-Jan-25	30-Jan-25	31-Jan-25	3-Feb-25	10-Feb-25	13-Feb-25	03-Mar-25	13-Mar-25	14-Mar-25	10/1/2025	15-Dec-25
UPDATE																				
ACTUAL																				
			<b>GRAND TOTAL</b>			<b>35,000.00</b>														

Prepared by: Prince A. Weekes, II/ Procurement Director/ CSA 1/17/25

Approved by: Josiah F. Joekei, Jr/Chairman POC Committee 1/17/25

1/23/25



## CONSULTANCY NOTES

NO.	CONTRACT PACKAGES	EXPLANATION/BREAKDOWN
1	Dedicated Cloud Hosting and Maintenance and Upgrade- RFP NO.CSA/DCH/LCS/001/2025	From the budget "Consultancy Services" the Civil Service Agency is close with the responsibility of paying all consultants across government ministries and agencies through the nationla budget. An accumulated budget of <b>US \$1,655,000.00</b> represent payment of consultancy fes of all Government line Ministries and agencies in the Republic of Liberia for specialized Needs. The CSA intends to spend <b>\$US 30,000.00</b> from their consultancy to hire a reputable firms that will host the National Civil Service Test and the Employees Verification and Headcount Systems for FY 2025. Firms will be selected through a competitive process using the Least Cost Selection.
2	Website Hosting and Upgrade - RFP NO.CSA/WH/LCS/002/2025	From the budget "Consultancy Services" the Civil Service Agency is close with the responsibility of paying all consultants across government ministries and agencies through the nationla budget. An accumulated budget of <b>US \$1,655,000.00</b> represent payment of consultancy fes of all Government line Ministries and agencies in the Republic of Liberia for specialized Needs. The CSA intends to spend <b>\$US 5,000.00</b> from their consultancy to hire a reputable firms that will host and upgrade the Civil Service Agency Website for FY 2025. Firms will be selected through a competitive

Prepared by:

*Prince A. Weekes* 1/17/25  
 Prince A. Weekes, II  
 Procurement Director/ CSA

Approved by:

*Josiah F. Joekai, Jr.* 1/17/25  
 Josiah F. Joekai, Jr./ Chairman Proc. Committee

*Weekes*  
 1/23/25

