



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/494/22

August 9, 2022

Prof. Wilson K. Tarpeh
EXECUTIVE DIRECTOR
Environmental Protection Agency
Monrovia, Liberia

Dear Prof. Tarpeh:

Subject: RECEIPT AND APPROVAL OF THE ENVIRONMENTAL PROTECTION AGENCY'S
PROJECT PROCUREMENT PLAN FOR FISCAL YEAR 2022.

We present compliments and wish to acknowledge receipt of your letter which sought the approval of the Commission for the Environmental Protection Agency (EPA) submission of its Project Procurement Plan (Environmental and Energy (E & E) and Cross Cutting Capacity Development Program (CCCD). The Commission has received and approves the EPA's Project Procurement Plan for Fiscal Year 2022 in accordance with Section 40 (3) of the PPCA, 2010, and informs EPA that this 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 Plans, upon conclusion of stipulated processes.

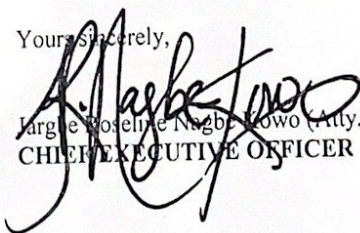
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states "each Procuring Entity, shall on a quarterly basis and whenever it becomes necessary, review and update its procurements plans and notify the Commission in writing and the Minister of Finance of any material changes in its plan. 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.

Best regards.

Yours sincerely,



Jargie Roseline Nigbo Kowo (Atty.)
CHIEF EXECUTIVE OFFICER

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

Name of Entity: Environmental Protection Agency
Mainstreaming Energy & Environment in Development Processes in Liberia
PROCUREMENT PLAN (Project budget/Budget Year: 2022
Source of Funding: UNDP

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
ITEM NO.		BASIC DATA							IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINESS RISK CODE	No. of PROPOSERS	ESTIMATED COST (USD)	SELECT WITH CODE	PREP OF TOR & PC APPROVAL	PUBLICATION OF RFP	RECEIPT OF CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL OF RFP REPORTING DOCUMENT	PREPARED N.S. SUBMISSION DOCUMENT	PC APPROVAL OF FINAL RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL OF COMBINED REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT AND PAYMENT)
PLANNED	1	EOI NO EPA/E&E/CNV/ICS/001/2022	Technical Advisory Consulting Services	M1490	1 person	20,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22
UPDATE																				
ACTUAL																				
PLANNED	2	EOI NO EPA/E&E/CNV/ICS/002/2022	Training Services	P8449	1 person	20,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22
UPDATE																				
ACTUAL																				
PLANNED	3	EOI NO EPA/E&E/CNV/ICS/003/2022	Management Consulting Services	M1020	1 firm	60,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22
UPDATE																				
ACTUAL																				
SUB-TOTAL						100,000.00														

Prepared by: 
 P. Dye
 Officer in Charge/Procurement

Approved by: 
 Prof. Wilson K. Tappah
 Executive Director (CEO) /Chairman Procurement Committee

Date: March 23, 2022



Name of Entity: Environmental Protection Agency
Mainstreaming Energy & Environment in Development Processes in Liberia
PROCUREMENT PLAN (Project budget)/Budget Year: 2022
Source of Funding: UNDP

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21					
ITEM NO				BASIC DATA																					
PLANNED	4	EOI NO EPA/E&E/CON/ ICS/004/2022	Technical Advisory Consulting Services	M7490	1 person	10,000.00	ICS	REQUEST FOR EXPRESSION OF INTEREST, if applicable																	
								PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	BUSINE SS Reg. Code	No. of BIDDERS SCONS	ESTIMATED COST (USD)	SELECT ON METHOD	REQ. OF TOR & PC APPROVAL	PUBLISHED NOTICE	REG. COUNCIL OPENING	SUBMISSION OF PROPOSALS & REPORT	PC EVALUATION MEMO/PRO LIST	PREPARATION N.B. SUBMISSION OF PROPOSALS DOCUMENT	PC APPROVAL FINAL DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSION OF PROPOSALS OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL COUNCIL EVALUATION REPORT	CONTACT AWARD & SIGNING
UPDATE								02/22/22	03/30/22	04/07/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22					
ACTUAL																									
PLANNED	5	EOI NO EPA/E&E/CON/ ICS/005/2022	Technical Advisory Consulting Services	M7490	1 person	30,000.00	ICS	02/22/22	03/30/22	04/07/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22					
UPDATE																									
ACTUAL																									
PLANNED	6	EOI NO EPA/E&E/CON/ ICS/006/2022	Technical Advisory Consulting Services	M7490	1 person	20,000.00	ICS	02/22/22	03/30/22	04/07/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22					
UPDATE																									
ACTUAL																									
SUB- TOTAL							50,000.00																		

Prepared by: *[Signature]*
 Ressee T. Doe
 Officer in Charge/Procurement

Approved by: *[Signature]*
 Prof. Wilson K. Tarpoh
 Executive Director (CEO) /Chairman Procurement Committee

Date: *March 23, 2022*



Name of Entity: Environmental Protection Agency
Mainstreaming Energy & Environment in Development Processes in Liberia
PROCUREMENT PLAN (Project budget/Budget Year: 2022)
Source of Funding: UNDP

1	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	BUSINESS SYSTEM REG. CODE	No. of PERSONS	ESTIMATED COST (USD)	SELECTED METHOD	PREP. OF FOR S.F.C. APPROVAL	REQUEST FOR EXPRESSION OF INTEREST, if applicable					IMPLEMENTATION DATES							
								REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT	REPRODUCTION OF REPORT
PLANNED	7	EOI NO EPA/E&E/CON/ICS007/2022	Management Consulting Services	M7020	1 person	10,000.00	ICS	02/27/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22
UPDATE																				
ACTUAL																				
PLANNED	8	EOI NO EPA/E&E/CON/ICS008/2022	Technical Advisory Consulting Services	M7490	1 person	5,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22
UPDATE																				
ACTUAL																				
PLANNED	9	EOI NO EPA/E&E/CON/ICS009/2022	Technical Advisory Consulting Services	M7490	1 firm	40,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22
UPDATE																				
ACTUAL																				
SUB-TOTAL					55,000.00															

Prepared by: *[Signature]*
 Pessee TI Doe
 Officer in Charge/Procurement

Approved by: *[Signature]*
 Prof. W. W. Anpoh
 Executive Director (CEO) Chairman Procurement Committee

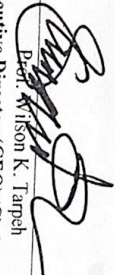
Date: *March 23, 2022*



Name of Entity: Environmental Protection Agency
Mainstreaming Energy & Environment in Development Processes in Liberia
PROCUREMENT PLAN (Project budget)/Budget Year: 2022
Source of Funding: UNDP

1	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	Busine SS Reg. Code	No. of Firms/ PERSONS	ESTIMATED COST (USD)	SOLUTION METHOD	REQUEST FOR EXPRESSION OF INTEREST, if applicable					IMPLEMENTATION DATES									
							PREP OF TOR & REC APPROVAL	PUBLICATIO N OF REQ	REQ. CLOSING/ OPENING	SUBMISSIO N OF EVALUATIO N REPORT	PC APPROVAL/ EVALUATION REPORT/SHO RTLIST	PREPARATIO N & SUBMISSIO N OF REQ DOCUMENT	PC APPROVAL/ FINAL TOR/REP DOCUMENT	INITIATION OF PROPOSALS	PROPOSAL SUBMISSIO N & REQ. OPENING	SUBMISSIO N OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL/ COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLETION (FINAL REPORT) AND PAYMENT		
PLANNED	10	EOI NO EPA/E&E/CON/ ICS/010/2022	Training Services	M7490	1 firm	35,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22	
UPDATE																					
ACTUAL																					
PLANNED	11	EOI NO EPA/E&E/CON/ ICS/011/2022	Training Services	M7490	1 firm	50,000.00	ICS	02/22/22	03/30/22	04/27/22	05/04/22	05/11/22	05/25/22	06/01/22	06/08/22	06/27/22	07/18/22	08/22/22	09/19/22	12/05/22	
UPDATE																					
ACTUAL																					
SUB-TOTAL					85,000.00																
GRAND TOTAL					290,000.00																

Prepared by: 
Alessee T. Doe
Officer in Charge/Procurement

Approved by: 
Dr. Wilson K. Tarpoh
Executive Director (CEO) / Chairman Procurement Committee

Date: March 23, 2022



Environmental Protection Agency
Mainstreaming Energy & Environment in Development Processes in Liberia
Procurement Plan Explanatory Notes
Fiscal Year: 2022


Item No.	Contract package code	Contract Package	Content of Contract Package
1	EOI NO. EPA/E&E/CON/ICS/001/2022	Technical Advisory Consulting Services	This contract package is intended to hire/contract an individual consultant to develop standardized, national environmental studies curricula includes hydro-metrological studies. The contract value is Twenty Thousand United States Dollars (\$20,000) .
2	EOI NO. EPA/E&E/CON/ICS/002/2022	Technical Advisory Consulting Services and Training Services	This contract package is intended to hire/contract an individual Consultant to conduct training needs assessment of NEOF staff and operationalization of EOC. The contract value is Twenty Thousand United States Dollars (\$20,000) .
3	EOI NO. EPA/E&E/CON/ICS/003/2022	Management Consulting Services	This contract package is intended to hire/contract an individual Consultant manage grant through CSO for MSMEs through waste recovery innovation. The contract value is Sixty Thousand United States Dollars (\$60,000) .
4	EOI NO. EPA/E&E/CON/ICS/004/2022	Technical Advisory Consulting Services	This contract package is intended to hire/contract an individual Consultant to develop hazard and disaster vulnerable map for 1 county. The contract value is Ten Thousand United States Dollars (\$10,000) .
5	EOI NO. EPA/E&E/CON/ICS/005/2022	Technical Advisory Consulting Services	This contract package is intended to hire/contract an individual consultant to design and establish agribusiness schemes and conduct training of women in how to manage and optimize the schemes. The contract value is Twenty Thousand United States Dollars (\$20,000) .
6	EOI NO. EPA/E&E/CON/ICS/006/2022	Technical Advisory Consulting Services	This contract package is intended to hire/contract an individual consultant to design and implement fish processing schemes and training of women in how to manage and optimize these schemes in fishing communities. The contract value is Twenty Thousand United States Dollars (\$20,000) .



Submitted by: 
Pesete T. Doe/Officer in Charge/ Procurement

Environmental Protection Agency
E & E Project- Procurement Plan Explanatory Notes
Fiscal Year 2021

Item No.	Contract package code	Contract Package	Content of Contract Package
7	EOI NO. EPA/E&E/CON/ICS/007/2022	Management Consultant Services	This contract package is intended to hire /contract an individual consultant to implement findings from PWD livelihood needs assessment conducted around the GKNP. The contract value is Ten Thousand United States Dollars (\$10,000).
8	EOI NO. EPA/E&E/CON/ICS/008/2022	Technical Advisory Consultant Services	This contract package is intended to hire contract an individual consultant to support the consolidation of studies on Liberia's Biodiversity and create a National Biodiversity Repository. The contract value is Five Thousand United States Dollars (\$5,000).
9	EOI NO. EPA/E&E/CON/ICS/009/2022	Technical Advisory Consultant Services	This contract package is intended to hire/contract an individual consultant to develop 2 counties District Environmental Action Plans and support implementation in Lofa and Grand Gedeh counties The contract value is Forty Thousand United States Dollars (\$40,000).
10	EOI NO. EPA/E&E/CON/ICS/010/2022	Technical Advisory Consulting Services and Training Services	This contract package is intended to hire contract an individual consultant for community empowerment and involvement through training to forest rangers and tour guide in protection of wildlife The contract value is Thirty Five Thousand United States Dollars (\$35,000).
11	EOI NO. EPA/E&E/CON/ICS/011/2022	Technical Advisory Consulting Services and Training Services	This contract package is intended to hire/contract an individual firm to train 45 women in eco-stove production. The contract value is Fifty Thousand United States Dollars (\$50,000).

Submitted by: 
Percee T. Doe/ Officer in Charge/Procurement


Dec 13 2022




ENVIRONMENTAL PROTECTION AGENCY (EPA)
Mainstreaming Energy & Environment in Development Processes in Liberia
ANNUAL PROCUREMENT PLAN (SBA)

Source of funding: UNDP

FISCAL YEAR (January 1, 2022 – December 30, 2022)

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 NO	Package number (Code)	Contract Package	Business Reg. Code	Qty.	Estimated Cost (USD)	Procure. Method	Technical specs/Bov Drawings	Prepare Bid Doc.	PC Approval Bid Specs	Bid Invitation & Release of Bid	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval - Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks	
Planned	1	IFB NO. EPA/E&E/SB A/RFO/001/2 022	Stationery	G 4761	Assorted	\$8,000.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/22/22	04/29/22	05/09/22	05/16/22	06/13/22	
Update																			
Actual																			
Planned	2	IFB NO. EPA/E&E/SB A/RFO/002/2 022	Air Ticket	N 7911	1 firm	10,000.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/22/22	04/29/22	05/09/22	05/16/22	06/13/22	
Update																			
Actual																			
Planned	3	IFB NO. EPA/E&E/SB A/RFO/003/2 022	Event Catering	H 5621	3 firm	6,000.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/22/22	04/29/22	05/09/22	05/16/22	06/13/22	
Update																			
Actual																			
Sub -Total						24,000.00													

Submitted by: 
Pessce T. Doe
Officer in Charge/Procurement

Date: March 23, 2022

Approved: 
Wilson K. Tarpel
Executive Director/ Chairman Procurement Committee




ENVIRONMENTAL PROTECTION AGENCY (EPA)
 LOCAL PROCUREMENT PLAN (SBA)
 Source of funding: UNDP

FISCAL YEAR (January 1, 2022 – December 30, 2022)

BASIC DATA										IMPLEMENTATION DATES									
Item NO	Package number (Code)	Contract Package	Business Reg. Code	Qty	Estimated Cost (USD)	Procure Method	Technical Specs/Bid Drawings	Prepare Bid Doc.	PC Approval Bid Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Submission public Opening	Subm. of Bid Evaluation Report	PC Approval - Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantial Completion)	Accept. & Final Payment	Remarks	
Planned	4	IFB NO. EPA/E/ES BA/RFO/00 4/2022	Hall Rental	1.6810	3 firm	5,000.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/22/22	04/29/22	05/09/22	05/16/22	06/13/22	
Update																			
Actual																			
Planned	5	IFB NO. EPA/E/ES BA/RFO/00 5/2022	Printing and Binding	C 1812	Assorted	10,500.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/22/22	04/29/22	05/09/22	05/16/22	06/13/22	
Update																			
Actual																			
Planned	6	IFB NO. EPA/E/ES BA/RFO/00 6/2022	Public Relation Service	M 7310	1 firm	10,000.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/22/22	04/29/22	05/09/22	05/16/22	06/13/22	
Update																			
Actual																			
Planned	7	IFB NO. EPA/E/ES BA/RFO/00 7/2022	Printing Materials	J 5813	1 firm	14,000.00	RFQ	02/10/22	02/25/22	03/11/22	03/31/22	04/07/22	04/15/22	04/20/22	06/03/22	06/17/22	07/01/22	12/23/22	
Update																			
Actual																			
Sub-Total					39,500.00														
Grand Total					63,500.00														


PPCC

Public Procurement Commission

Submitted by: 
 Pesdee T. Doe
 Officer in Charge/Procurement

Date: March 23, 2022

Approved:


 Prof. Wilson K. Tarpeh
 Executive Director/ Chairman Procurement Committee




 April 25, 2022

Environmental Protection Agency
 SB Procurement Plan Explanatory Notes
 Fiscal Year: 2022

Item No.	Contract Package Code	Contract Package	Content of Contract Package
1	IFB NO. EPA/E&E/SBA/RFQ/001/2022	Stationery	<p>This contract package comes from different budget line Activity 1.1, Activity 1.4, Activity 1.2.1 and Activity 4.1 for various meetings, training and workshop and is intended to procure the following items:</p> <ol style="list-style-type: none"> 1. A4 sheet 2. White Board 3. Posters 4. Makers 5. Note pad 6. Pen <p>This different budget line is value Forty Seven Thousand United States Dollars (\$47,000.00). Eight Thousand United States Dollars (\$8,000) of this amount goes towards stationery.</p>
2	IFB NO. EPA/E&E/SBA/RFQ/002/2022	Air Tickets	<p>This contract package is from the budget line travel and is intended to procure air ticket for six (6) staff to travel to support preparatory activities for UNFCCC conference of parties meeting (COP 27).</p> <p>This contract is value Twenty Thousand United States Dollars (\$20,000.00). Ten Thousand United States Dollars (10,000) of this amount goes towards air tickets and Ten Thousand United States Dollars (10,000) goes towards accommodation and DSA.</p>
3	IFB NO. EPA/E&E/SBA/RFQ/003/2022	Event Catering	<p>This contract package is intended to hire contract catering services for several workshops, meetings, and trainings at different location and time.</p> <ol style="list-style-type: none"> 1. NDCs implementation meeting 2. Disaster management and logistical support training in 2 country 3. Biodiversity conservation training at two protected areas 4. Resource recovery platform dialogue and training <p>This different budget line value Forty Seven Thousand United States Dollars (\$47,000.00). Six Thousand United States Dollars (\$6,000) of this amount goes towards catering.</p>
4	IFB NO. EPA/E&E/SBA/RFQ/004/2022	Hall Rental	<p>This contract package is intended for payment or renting of all halls for meetings, workshops, and training for several activities under the Mainstreaming Energy & Environment in Development Processes in Liberia.</p> <p>The contract value is This different budget line value Forty Seven Thousand United States Dollars (\$47,000.00). Five Thousand United States Dollars (\$5,000) of this amount goes towards hall rental.</p>
5	IFB NO. EPA/E&E/SBA/RFQ/005/2022	Printing and Binding	<p>This contract package is intended to procure, T-shirt, printing and binding services for meetings, workshops, and training to be held under the Mainstreaming Energy & Environment in Development Processes in Liberia.</p> <ol style="list-style-type: none"> 1. World Environment Day 2. World wetland Day 3. National Tree Planting Day, etc <p>This different budget line value Forty Seven Thousand United States Dollars (\$47,000.00). Ten Thousand Five Hundred United States Dollars (\$10,500) of this amount goes towards printing & binding.</p>


Submitted by: 
 Pesele T. Doe/ Officer in Charge/Procurement



Environmental Protection Agency
SBA-Procurement Plan Explanatory Notes
Fiscal Year: 2022

Item No.	Contract Package Code	Contract Package	Content of Contract Package
EOI NO. EPA/GEF/CCCD/CON/006.2022		Public Relations Services	This contract package is intended to procure public relation service to air jingles and public service announcement on Rio Conventions to mainstream and improve environmentally friendly behavior.
EOI NO. EPA/GEF/CCCD/CON/007.2022		Printing Materials	The contract value is Ten Thousand United States Dollars (\$10,000) . This contract package is intended to procure printing material to do audio, video publication and printing services. The contract value is Fourteen Thousand United States Dollars (\$14,000) .

Submitted by:


Pesce T. Doe/ Officer in Charge/Procurement






2022