



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

Ref: PPCC/RL/CEO/139/23

March 24, 2023

Prof. Wilson K. Tarpeh  
**EXECUTIVE DIRECTOR**  
Environmental Protection Agency  
Republic of Liberia

Dear Prof. Tarpeh:

Subject: **ENVIRONMENTAL PROTECTION AGENCY PROJECT PROCUREMENT PLAN –  
MAINSTREAMING ENERGY & ENVIRONMENT FY2023.**

We present our compliments and wish to notify you that the Public Procurement and Concessions Commission has received and approved the Environmental Protection Agency Project Procurement Plan – Mainstreaming Energy & Environment in accordance with **Section 40 (3)** of the PPCA, 2010, and Section 55(d).

The Commission conveys to the Liberia Telecommunication that its 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, upon conclusion of stipulated processes.

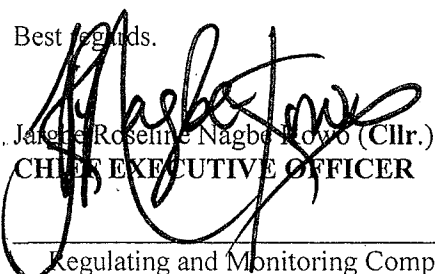
The Commission counsels that you observe Section 40(5) of the PPCA, 2010 which states “each Procuring Entity, shall, on a quarterly basis and whenever it becomes necessary, review and update its procurement plans and notify the Commission in writing and the Minister of Finance of any material changes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

**Please note that all contracts which cumulative annual value above the threshold of US\$250,000.00 must be signed by the Minister responsible for Finance and attested by the Minister responsible for Justice. The Commission requires that you kindly forward copies of all stipulated contracts upon signing, so as to update our records.**

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 ensure the National Interest is assured and ultimately public confidence is maintained in all Public Procurement and Concession processes.

Best regards.


  
Jarene Roseline Nagbe Noyah (Cllr.)  
**CHIEF EXECUTIVE OFFICER**

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

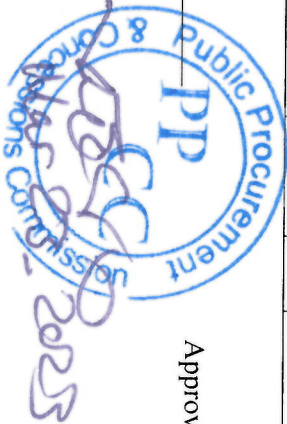
Name of Entity: Environmental Protection Agency  
Mainstreaming Energy & Environment in Development Processes in Liberia  
PROCUREMENT PLAN (Project budget)/Budget Year: 2023  
Source of Funding: UNDP

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	Busin ess Reg. Code	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECT ION METH OD	REQUEST FOR EXPRESSION OF INTEREST, if applicable							REQUEST FOR PROPOSALS AND APPROVAL OF AWARD						COMPLETION (FINAL REPO AND PAYME
							PREP. OF TOR & PC APPROVAL	PUBLICATIO N OF REQI	REQI CLOSING/ OPENING	SUBMISSION OF EVALUATION REPORT	PC APPROVAL- EVALUATIO N REPORT/SH ORTLIST	PREPARATIO N & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/REP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING		
PLANNED	1	EOI NO EPA/E&E/CON/ ICS/001/2023	Training Services	P8549	1 person	20,000.00	ICS	12/12/22	03/17/23	04/10/23	04/17/23	04/21/23	04/26/23	04/28/23	05/5/23	05/10/23	05/12/23	05/17/23	05/19/23	12/15/23
UPDATE																				
ACTUAL																				
PLANNED	2	EOI NO EPA/E&E/CON/ ICS/002/2023	Technical Advisory Consulting Services	M7490	1 person	11,000.00	ICS	12/12/22	03/17/23	04/10/23	04/17/23	04/21/23	04/26/23	04/28/23	05/5/23	05/10/23	05/12/23	05/17/23	05/19/23	12/15/23
UPDATE																				
ACTUAL																				
PLANNED	3	EOI NO EPA/E&E/CON/ ICS/003/2023	Management Consulting Services	M7020	1 firm	15,000.00	ICS	12/12/22	03/17/23	04/10/23	04/17/23	04/21/23	04/26/23	04/28/23	05/5/23	05/10/23	05/12/23	05/17/23	05/19/23	12/15/23
UPDATE																				
ACTUAL																				
		SUB- TOTAL					46,000.00													

Prepared by:   
Pescee T. Doe  
Assistant Manager/Procurement

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

Date: March 13, 2023




  
March 24, 2023  

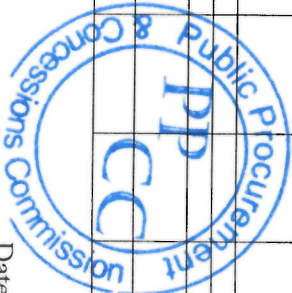

Name of Entity: Environmental Protection Agency  
Mainstreaming Energy & Environment in Development Processes in Liberia  
PROCUREMENT PLAN (Project budget)/Budget Year: 2023  
Source of Funding: UNDP


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ITEM NO.		BASIC DATA							IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Busine ss Reg. Code	No. of FIRMS/ PERSONS	ESTIMATED COST (USD)	SELECT ION METH OD	REQUEST FOR EXPRESSION OF INTEREST, if applicable						REQUEST FOR PROPOSALS AND APPROVAL OF AWARD						
								PREP. OF TOR & PC APPROVAL	PUBLICATIO N OF REQI	REOI CLOSING/ OPENING	SUBMISSIO N OF EVALUATIO N REPORT	PC APPROVAL- EVALUATION REPORT/SHO RTLIST	PREPARATIO N & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSION OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING	COMPLET N (FINAL REPORT) AND PAYMENT
PLANNED	4	EOI NO. EPA/E&E/CON ICS/004/2023	Training Services	P8549	1 person	20,000.00	ICS	12/12/22	03/17/23	04/10/23	04/17/23	04/21/23	04/26/23	04/28/23	05/05/23	05/10/23	05/12/23	05/17/23	05/19/23	12/15/23
UPDATE																				
ACTUAL																				
PLANNED	5	EOI NO. EPA/E&E/CON ICS/005/2023	Training Services	P8549	1 firm	60,000.00	ICS	12/12/22	03/17/23	04/10/23	04/17/23	04/21/23	04/26/23	04/28/23	05/05/23	05/10/23	05/12/23	05/17/23	05/19/23	12/15/23
UPDATE																				
ACTUAL																				
PLANNED	6	EOI NO. EPA/E&E/CON ICS/006/2023	Engineering Services	M7110	1 firm	15,000.00	ICS	12/12/22	03/17/23	04/10/23	04/17/23	04/21/23	04/26/23	04/28/23	05/05/23	05/10/23	05/12/23	05/17/23	05/19/23	12/15/23
UPDATE																				
ACTUAL																				
SUB- TOTAL						95,000.00														
GRAND TOTAL						141,000.00														

Prepared by:   
Pesdee T. Dbe  
Assistant Manager/Procurement

Approved by:   
K. Tarpheh  
Executive Director (CEO)/Chairman Procurement Committee

Date: March 13, 2023



  
Robert Mord  
March 29, 2023

March 29, 2023



Environmental Protection Agency  
Mainstreaming Energy & Environment in Development Processes in Liberia  
Procurement Plan Explanatory Notes  
Fiscal Year: 2023

Item No.	Contract package code	Contract Package	Content of Contract Package
1	EOI NO. EPA/E&E/CON/ICS/001/2023	Training Services	This contract package is intended to hire/contract an individual consultant for capacity building support to the EPA in implementing the HACT Audit Recommendations for NDA & Focal point staffs, EPA Auditors, HR, M & E, Planning & Procurement Technicians  The contract value is <b>Twenty Thousand United States Dollars (\$20,000).</b>
2	EOI NO. EPA/E&E/CON/ICS/002/2023	Technical Advisory Consulting Services	This contract package is intended to hire/contract an Individual Consultant to develop, validate and print a National Fire Preparedness and Response Plan  The contract value is <b>Eleven Thousand United States Dollars (\$11,000).</b>
3	EOI NO. EPA/E&E/CON/ICS/003/2023	Management Consultant Services	This contract package is intended to hire/contract an Individual Consultant for strengthen NEOC and 1 County disaster management committees through training.  The contract value is <b>Fifteen Thousand United States Dollars (\$15,000).</b>
4	EOI NO. EPA/E&E/CON/ICS/004/2023	Training Services	This contract package is intended to hire/contract an individual consultant for capacity building support for MFDP in mainstreaming environment and climate activities into budgetary allocation.  The contract value is <b>Twenty Thousand United States Dollars (\$20,000).</b>
5	EOI NO. EPA/E&E/CON/ICS/005/2023	Training Services	This contract package is intended to hire /contract a consultant firm to train Forty Five (45) women from Bong, Margibi and Grand Bassa Counties in eco- stove production and group them in small scale enterprises for production of 450 eco-stove.  The contract value is <b>Sixty Thousand United States Dollars (\$60,000).</b>
6	EOI NO. EPA/E&E/CON/ICS/006/2023	Engineering Services	This contract package is intended to hire/contract a consultant firm to construct one eco-stove construction center in Gbarpolu County.  The contract value is <b>Twenty Thousand United States Dollars (\$15,000).</b>



Submitted by:

*[Signature]* *March 13, 2023*  
Pescee T. Doe/Assistant Manager/ Procurement

*[Signature]*  
*Mar. 23, 2023*

*[Signature]*  
*March 24, 2023*

