

**Source of funding: (GOL)  
SPECIAL FISCAL YEAR 2021**

## BASIC DATA

## IMPLEMENTATION DATES

Pescee T. Doe

**Officer in Charge (OIC) of Procurement**

September 20, 2021

Prof. Wilson K. Tarpeh

**Executive Director/CEO-Chairman Procurement Committee**


10/5/21



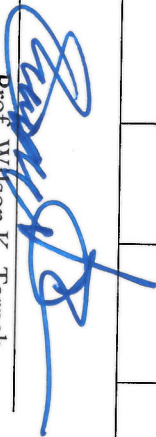
ved:  
Public Procurement  
Prof. Wilson K. Jarpeh  
Executive Director/CFO, Chairman Procurement Committee  
R. Jarpeh  
10/05/21

ENVIRONMENTAL PROTECTION AGENCY (EPA)  
ANNUAL PROCUREMENT PLAN (NON-SBA)  
Source of funding: (GOL)  
SPECIAL FISCAL YEAR 2021

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./Boo/Drawings	Prepare Bid Doc.	PC Approval Bid Doc/Tech Specs	Bid Invitation & Release of Bid Doc.	Bid Subm. public Opening	Subm. of Bid Evaluation Report	PC Approval - Bid Evaluation Report	Contract Award & Signature	Advance payment (Mobilization)	Delivery Inspection (substantia Completion)	Accept. & Final Payment	Rem:
Planned	4	IFB NO. EPA/RFQ/001/21	Laboratory consumables	G-4699 G-4659	Assorted	10,000.00	RFQ	09/17/21	09/21/21	09/24/21	10/01/21	10/08/21	10/15/21	10/22/21	11/19/21	N/A	12/17/21	12/31/21	
Update																			
Actual																			
Planned	5	IFB NO. EPA/RFQ/002/21	Event Catering	I-5621	1 Firm	10,000.00	RFQ	09/17/21	09/21/21	09/24/21	10/01/21	10/08/21	10/15/21	10/22/21	11/19/21	N/A	12/17/21	12/31/21	
Update																			
Actual																			
Planned	6	IFB NO. EPA/RB/001/21	Vehicle	G-4510	1 Firm	45,000.00	RB	09/17/21	09/21/21	09/24/21	10/01/21	10/15/21	10/22/21	10/26/21	11/09/21	N/A	12/07/21	12/31/21	
Update																			
Actual																			
			Sub - Total			65,000.00													

Submitted By:   
Rescee T. Doe  
Officer in Charge (OIC) of Procurement

Date:   
September 20/2021

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





Source of funding: (GOL)  
SPECIAL FISCAL YEAR 2021

## IMPLEMENTATION DATES

12/05/21

**Source of funding: (GOL)  
SPECIAL FISCAL YEAR 2021**

## BASIC DATA

## IMPLEMENTATION DATES

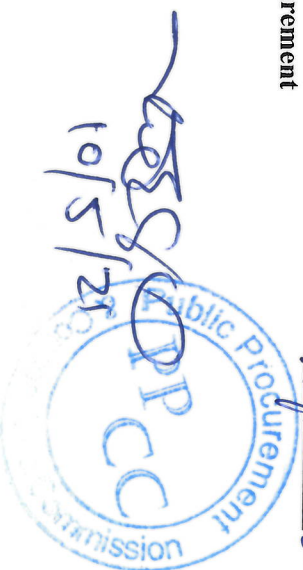
~~Pescee T. Doe~~

**Officer in Charge (OIC) of Procurement**

September 20, 2021

Prof. Wilson K. Tarpeh

**Executive Director/CEO Chairman Procurement Committee**





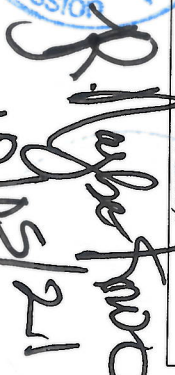
Environmental Protection Agency  
NON-SBA-Procurement Plan Explanatory Notes  
Special Fiscal Year: 2021

Item No.	Contract package code	Contract Package	Content of Contract Package
1	IFB NO. EPA/NCB/001/21	Computer Supplies	<p>This contract package is intended for the purchase of Computers and accessories for the EPA. This package is broken down into the following:</p> <ul style="list-style-type: none"><li>A. Desktop computers</li><li>B. Laptop computers</li><li>C. Extended Hard drive</li><li>D. Pen drive</li><li>E. Wireless mouse</li></ul> <p>The estimated cost for this contract package is <b>\$15,800.00 (fifteen thousand eight hundred United States Dollars)</b>.</p> <p>This contract package is intended to purchase assorted stationery supply for various departments, units and sections. The items to be purchase are:</p> <ul style="list-style-type: none"><li>A. A4 Paper----- 50 ctns</li><li>B. HP 61 ----- 25 set</li><li>C. HP 63 ----- 35 set</li><li>D. Cartridge 85A----- 20 pcs</li><li>E. Cartridge 737 ----- 30 pcs</li><li>F. Cartridge 440/441 --- 10 set</li><li>G. Cartridge 445/446 --- 10 set</li><li>H. Cartridge 728 ----- 10 pcs</li><li>I. Legal paper ----- 5 ctns</li><li>J. Folder A4 Size ----- 5 ctns</li><li>K. Royal Bond paper ----- 10 ctns</li><li>L. 207A Ink ----- 5 sets</li><li>M. Staple machines ----- 15 pcs</li><li>N. 30A Cartridge ----- 5 pcs</li></ul> <p>The estimated cost for this package is <b>\$35,357.00 (thirty five thousand three hundred fifty-seven United States Dollars)</b>.</p> <p>This contract package is intended to hire a firm for the supply of assorted furniture &amp; fixture. Below are the furniture &amp; fixture to be procured:</p> <ul style="list-style-type: none"><li>a. Desk (Executive, semi-executive, regular)</li><li>b. Chairs (Executive, semi-executive, regular &amp; visitor)</li><li>c. Carpet</li><li>d. Curtains</li><li>e. Shelves</li></ul> <p>The estimated cost for this contract package is <b>\$16,545.00 (sixteen thousand five hundred forty-five United States Dollars)</b>.</p>
2	IFB NO. EPA/SBA/NCB/002/21	Stationery	
3	IFB NO. EPA/NCB/003/21	Furniture & Fixture	

Submitted By:   
Pescee T. Doe  
Officer in Charge (OIC) of Procurement


  
10/15/20



  
10/15/21

**Environmental Protection Agency**  
**NON-SBA-Procurement Plan Explanatory Notes**  
**Special Fiscal Year: 2021**

Item No.	Contract package code	Contract Package	Content of Contract Package
4	IFB NO. EPA/RFQ/001/21	Laboratory Consumables	This contract package is intended to procure for assorted laboratory reagents and equipment. It is from the budget line Scientific and technical related Equipment and the estimated cost for this contract package is \$10,000.00 (ten thousand United States Dollars).
5	IFB NO. EPA/RFQ/002/21	Event Catering	This contract package is to hire caterers for workshops and other EPA programs. This comes from the budget line conference, workshop and seminars and the estimated cost for this contract package is \$10,000.00 (ten thousand United States Dollars).
6	IFB NO. EPA/RB/001/21	Vehicle	This contract package is intended to procure for one (1) vehicle for EPA. This is taken from the budget line Transport equipment/ Vehicle and the estimated cost for this package is <b>forty five thousand United States Dollars (\$45,000.00).</b>
7	IFB NO. EPA/RB/002/21	Personnel Non-life Insurance	This contract package is intended to hire a firm to provide medical insurance for all of EPA's staffs and senior management. This is from the budget line Staff Insurance and the estimated cost for this contract package is \$21,375.00 (twenty one thousand three hundred seventy-five United States Dollars)
8	IFB NO. EPA/RFQ/003/21	Hall rental	This contract package is for hall rental for EPA workshops, trainings, conferences and seminars. This is from the budget line conference, workshop and seminars and the estimated cost for this contract package is \$10,000.00 (ten thousand United States Dollars).

Submitted By:   
 Pescee T. Doe  
 Officer in Charge (OIC) of Procurement



  
 10/5/21



  
 10/01/05/2021



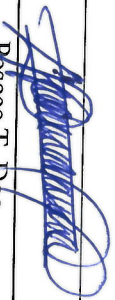
Environmental Protection Agency  
NON-SBA-Procurement Plan Explanatory Notes  
Special Fiscal Year: 2021



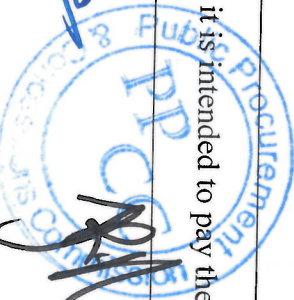

Item No.	Contract package code	Contract Package	Content of Contract Package						
9	IFB NO. EPA//RFQ/004/21	Scratch Card	<div>This contract package is from the budget line Scratch cards and is intended to procure scratch cards for the Executive Director, Deputy Executive Director and other Managers and Assistant Managers.<table><tr><td>Lot 1.</td><td>Lonestar scratch cards</td><td>Qty. 1,321</td></tr><tr><td>Lot 2</td><td>Orange Liberia</td><td>Qty. 1,321</td></tr></table></div> <div>The estimated cost for this contract package is \$13,210.00 (thirteen thousand two hundred ten United States dollars).</div>	Lot 1.	Lonestar scratch cards	Qty. 1,321	Lot 2	Orange Liberia	Qty. 1,321
Lot 1.	Lonestar scratch cards	Qty. 1,321							
Lot 2	Orange Liberia	Qty. 1,321							
10	IFB NO. EPA/RFQ/005/21	Cleaning Materials	<div>This contract package is intended to hire a firm to supply assorted cleaning materials to the EPA. The following items are: Tissue, Floor mob, Dettol, Tide soap, Clorox, Airfreshner, Hand sanitizer, Liquid soap, Hand gloves, etc. This is from the budget line Cleaning Materials and the estimated cost of this contract package is \$5,852.00 (five thousand eight hundred fifty two United States Dollars).</div>						
11	IFBNO.EPA/RFQ/006/21	Food Stuff	<div>This contract package is intended to hire a firm to supply assorted food stuff and other materials for to the EPA. The following items are: Milk, sugar, Coffee, Ovaltine, Chocolate Candy, Peanut, Peanut butter, etc. This is from the budget line Office Entertainment and the estimated cost of this contract package is \$7,450.02 (seven thousand four hundred fifty United States Dollars two cents).</div>						

Note: Electricity, this item on the budget line is intended to pay the Liberia Electricity Corporation for the supply of electricity to EPA's main building and her Annex. This budget line has \$21,750.00 (twenty-one thousand seven hundred and fifty United States Dollars) budgeted.

Note: Liberia Water & Sewage, this budget line has \$6,796.02 (six thousand seven hundred ninety six United States dollars two cents) budgeted and it is intended to pay the Liberia Water & Sewage Corporation for the supply of water to the EPA.

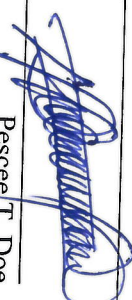
Note: County offices rental and lease, there is a \$13,000.00 (thirteen thousand United States dollars) budget for this budget line and it is intended to pay the lease and rent for EPA's county offices.

Submitted By:   
Pescee T. Doe  
Officer in Charge (OIC) of Procurement

  
  
  
  
10/10/21


ENVIRONMENTAL PROTECTION AGENCY (EPA)  
SPECIAL BUDGET PROCUREMENT PLAN  
Source of funding: (GOL)  
SPECIAL FISCAL YEAR 2021

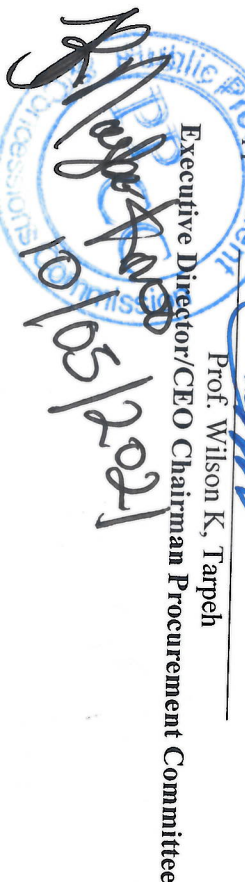
SPECIAL FISCAL YEAR 2021																					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
ITEM NO.	PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Busin ess Reg. Code	No. of FIRMS/PER SONS	ESTIMATED COST (USD)	SELECT ION METH OD	REQUEST FOR EXPRESSION OF INTEREST, if applicable						IMPLEMENTATION DATES								
							PREP. OF TOR & PC APPROVAL	PUBLICATIO N OF REOI	REOI CLOSING/ OPENING	OF EVALUATION REPORT	PC APPROVAL- EVALUATIO N REPORT/SH ORTLIST	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	COMPLETIO (FINAL REP AND PAYM		
PLANNED	1	IFB NO. EPA/RFP/001/ 21	Feasibility Studies analysis	M- 7490	1 Person	6,800.00	ICS	09/17/21	N/A	N/A	N/A	N/A	10/15/21	10/25/21	11/05/21	N/A	12/15/21	12/20/21	12/23/21	12/31/21	
UPDATE																					
ACTUAL																					
PLANNED	2	IFB NO. EPA/RFP/002/ 21	Architectural Services	M- 7110	1 Firm	10,000.00	LCS	09/17/21	N/A	N/A	N/A	N/A	10/15/21	10/25/21	11/05/21	N/A	12/15/21	12/20/21	12/23/21	12/31/21	
UPDATE																					
ACTUAL																					
UPDATE																					
GRAND- TOTAL						16,800.00															

Submitted By:   
Pescee T. Doe  
Officer in Charge (OIC) of Procurement

Date:   
September 20, 2021




Approved:   
Prof. Wilson K. Tarpel  
Executive Director/CEO Chairman Procurement Committee  
10/05/2021



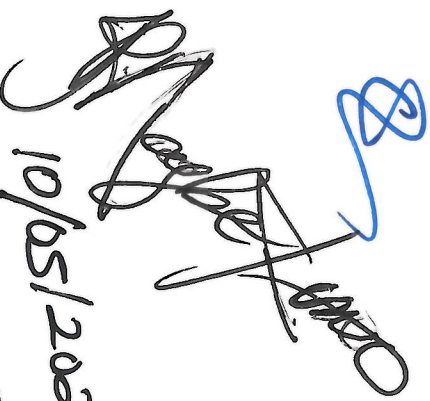


Environmental Protection Agency  
Special Budget Consultancy Procurement Plan Explanatory Notes  
Special Fiscal Year: 2021

Item No.	Contract package code	Contract Package	Content of Contract Package
1	IFB NO. EPA/RFP/001/21	Feasibility Studies analysis	This contract package is value \$6,800.00 and is intended to hire one Local consultant to conduct feasibility study on the future EPA's head office to be constructed in Duazohn, Margibi County. This comes from the budget line Consultancy Services.
2	IFB NO. EPA/GCF/RFP/002/21	Architectural Services	<p>This contract package is value \$10,000.00 and is intended to hire a consulting firm to perform the following:</p> <ol style="list-style-type: none"><li>1. To draw &amp; design the future plan for EPA's head office</li><li>2. Provides Project Administration</li></ol> <p>This comes from the budget line Consultancy Services</p>

Submitted by:   
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Officer in Charge/Procurement

  
10/5/21

  
10/05/2021