

Name of Entity: Environmental Protection Agency  
PROCUREMENT PLAN (Project Budget)  
Source of Funding: CCCD Project (UNDP)  
Budget Period/Annual year: 2020

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/ PERSON S	ESTIMATED COST (USD)	SELECTIO N METHOD	PREP. OF TOR & PC APPROVAL	REQUEST FOR EXPRESSION OF INTEREST, if applicable				REQUEST FOR PROPOSALS AND APPROVAL OF AWARD					COMPLETION			
							PUBLICATI ON OF REOI	REOI CLOSING/ OPENING	SUBMISSIO N OF EVALUATIO N REPORT	PC APPROVAL- EVALUATION REPORT/SHO RLIST	PREPARATI ON & SUBMISSIO N 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	(FINAL REPORT) AND PAYMENT		
1	EOINO. EPA/CCCD/ CON/ICS/00 1/2020	Land Management, Climate Change and Biodiversity	M - 7020	1firm	15,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/02/20	
2	EOI NO. EPA/CCCD/ CON/ICS/00 2/2020	Prepare environmental Jingles on the Rio Convention for awareness raising nationwide	M - 7020	1firm	15,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/02/20	
UPDATE																				
ACTUAL																				
3	EOI NO. EPA/CCCD/ CON/ICS/00 3/2020	Develop awareness module for institutions on Rio Convention Mainstreaming and monitoring	M- 7020	1firm	10,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/02/20	
UPDATE																				
ACTUAL																				
SUB-TOTAL					40,000.00															

Prepared By: Rebecca E. Doo Head of Procurement

Date: 06/10/20

Approved By: Hon. Randall M. Dobay  
Acting Executive Director / Chairman Procurement Committee



USG  
June 22, 2020

July 14, 2020

Name of Entity: Environmental Protection Agency  
PROCUREMENT PLAN (Project budget)  
Source of Funding: CCCD Project (UNDP)  
Budget Period/Annual year: 2020

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/ PERSON S	ESTIMATED COST (USD)	SELECTIO N METHOD	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 REOI	REOI CLOSING/ OPENING	SUBMISSIO N OF EVALUATIO N REPORT	PC APPROVAL- EVALUATION REPORT/SHO RLIST	PREPARATIO N & SUBMISSION OF REP DOCUMENT	PC APPROVAL - FINAL TOR/RFP DOCUMENT	INVITATION OF PROPOSALS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSIO N OF TECHNICAL & FINANCIAL EVALUATION REPORT	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRACT AWARD & SIGNING			
PLANNED	4	EOI NO. EPA/CCCD/CON/ ICS/004/2020	Develop environmental awareness module	M- 7020	1firm	30,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/02/20		
UPDATE																						
ACTUAL																						
PLANNED	5	EOI NO. EPA/CCCD/CON/ ICS/005/2020	Prepare methodology to update National Capacity Self- Assessment	M- 7020	1firm	10,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/02/20		
UPDATE																						
ACTUAL																						
PLANNED	6	EOI NO. EPA/CCCD/CON/ ICS/006/2020	Design and carryout survey to assess public awareness on Rio Convention	M- 7020	1firm	20,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/02/20		
UPDATE																						
ACTUAL																						
SUB-TOTAL						60,000.00																

Prepared By: Rebecca E. Doo/ Head of Procurement

Date: 06/16/20

Approved By: Hon. Randall M. Dobayou II, Acting Executive Director/ Chairman Procurement Committee

6/22/20



6/29/20



Name of Entity: Environmental Protection Agency  
PROCUREMENT PLAN (Project budget)  
Source of Funding: CCCD Project (UNDP)  
Budget Period/Annual year: 2020

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 /PERS ONS	ESTIMATE D COST (USD)	SELECTIO N METHOD	PREP. OF TOR & PC APPROVA L	PUBLICATI ON OF REOI	REOI CLOSING/ OPENING	SUBMISSI ON OF EVALUATI ON REPORT	PC APPROVAL- EVALUATION REPORT/SHO RTLIST	PREPARATIO N & SUBMISSION OF RFP DOCUMENT	PC APPROVAL- FINAL TOR/RFP DOCUMENT	INVITATI ON OF PROPOSA LS	PROPOSAL SUBMISSIO N & OPENING	SUBMISSIO N OF TECHNICAL & FINANCIAL EVALUATIO N REPORT	PC APPROVAL- COMBINED EVALUATION REPORT	CONTRAC T AWARD & SIGNING	COM ION (FINA REPO AND PAYM
PLANNED	7	EOI NO. EPA/CCCD/CON /ICS/007/2020	Conduct individual interviews to improve environmental governance	M- 7020	1firm	15,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/01/20
UPDATE																				
ACTUAL																				
PLANNED	8	EOI NO. EPA/CCCD/CON /ICS/008/2020	Develop a draft thematic assessments of the challenges and opportunities to meet obligations under Rio Convention	M- 7020	1firm	10,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/01/20
UPDATE																				
ACTUAL																				
PLANNED	9	EOI NO. EPA/CCCD/CON /ICS/009/2020	Synthesize the findings and assessments of institutional and individual capacity development	M- 7020	1firm	10,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11/01/20
UPDATE																				
ACTUAL																				
SUB-TOTAL						35,000.00														

Prepared By: Rebecca E. Doo Date: 06/10/20

Approved By: \_\_\_\_\_

Hon. Randall M. Dabayou II, Acting Executive Director/ Chairman Procurement Committee

Rebecca E. Doo/ Head of Procurement



Rebecca E. Doo  
06/22/20

Randall M. Dabayou II  
06/29/20

Name of Entity: Environmental Protection Agency  
PROCUREMENT PLAN (Project budget)  
Source of Funding: CCCD Project (UNDP)  
Budget Period/Annual year: 2020

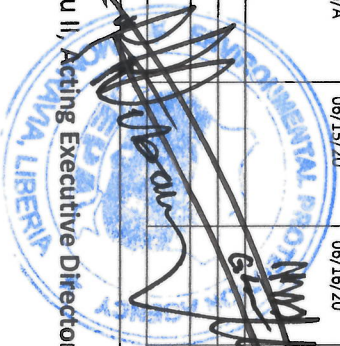
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	2
ITEM NO.		BASIC DATA							IMPLEMENTATION DATES											
		PACKAGE NUMBER (CODE)	CONTRACT PACKAGE	Business Reg. Code	No. of FIRMS /PERS ONS	ESTIMATED COST (USD)	SELECTION METHOD	PREP. OF TOR & PC APPROVAL	PUBLICATION OF REOI	REOI CLOSING/ OPENING	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	CC AN RE PA
PLANNED	10	EOI NO. EPA/CCCD/ CON/ICS/O 10/2020	Produce and distribute updated codes, laws and relevant text, pertaining to Rio Convention implementation	M-7020	1firm	10,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11
UPDATE																				
ACTUAL																				
PLANNED	11	EOI NO. EPA/CCCD/ CON/ICS/O 11/2020	Hire Environmental knowledge management office	M-7020	1firm	6,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11
UPDATE																				
ACTUAL																				
PLANNED	12	EOI NO. EPA/CCCD/ CON/ICS/O 12/2020	Develop and validate guideline for coordinated monitoring and compliance	M-7020	1firm	8,000.00	ICS	05/12/20	05/28/20	05/28/20	06/04/20	06/11/20	N/A	06/15/20	06/16/20	06/17/20	06/19/20	06/22/20	06/29/20	11
UPDATE																				
ACTUAL																				
GRAND TOTAL						24,000.00														
						159,000.00														

Prepared By: Rebecca E. Doo  
Rebecca E. Doo/ Head of Procurement

Date: 06/10/20

Approved By: \_\_\_\_\_

Hon. Randall M. Dobayou II, Acting Executive Director/ Chairman Procurement Committee



06/22/20

[Signature]



Environmental Protection Agency  
CCCD Project- Procurement Plan Explanatory Notes  
Annual Year: 2020

Item No.	Contract package code	Contract Package	Content of Contract Package
1	EOI NO. EPA/CCCD/CON/ICS/001/2020	Prepare and publish articles on the socio-economic linkages between sustainable land management, Climate change and biodiversity	This contract package is intended to hire/ contract a consultant to Prepare and publish articles on the socio-economic linkages between sustainable land management, Climate change and biodiversity.
2	EOI NO. EPA/CCCD/CON/ICS/002/2020	Prepare environmental jingles on the Rio Convention for awareness raising nationwide	This contract package is intended to hire/contract an individual consultant to prepare and air jingles and public service announcement on Rio Convention mainstreaming and improve environmentally friendly behavior. The contract value is Fifteen thousand United States dollars (\$15,000).
3	EOI NO. EPA/CCCD/CON/ICS/003/2020	Develop awareness module for institutions on Rio Convention Mainstreaming and monitoring	This contract package is to hire an Individual Consultant using the ICS selection method to develop and apply awareness module for institutions on Rio Conventions mainstreaming, monitoring and evaluation. The contract value is Ten thousand United States dollars (\$10,000).
4	EOI NO. EPA/CCCD/CON/ICS/004/2020	Develop Environmental awareness module	This contract package is to hire an Individual Consultant using the ICS selection method to prepare and integrate an environmental awareness module mainstreaming the Rio Conventions into secondary school curricula and piloted in nine schools in Montserrado County. The contract value is Thirty thousand United States dollars (30,000).
5	EOI NO. EPA/CCCD/CON/ICS/005/2020	Prepare methodology to update the National Capacity Self- Assessment (NCSA)	This contract package is intended to hire an Individual Consultant using the ICS selection method to prepare and validate the methodology to update the NCSA and integrate the post-2015 SDGs. The contract value is Ten thousand United States dollars (\$10,000).

Submitted By: Rebecca E. Doo/ Head of Procurement

June 22, 2020

Rebecca E. Doo

Environmental Protection Agency  
CCCD Project- Procurement Plan Explanatory Notes  
Annual Year: 2020

Item No.	Contract package code	Contract Package	Content of Contract Package
6	EOI NO. EPA/CCCD/CON/ICS/006/2020	Design and carryout survey to assess public awareness on Rio Convention	This contract package is intended to hire an Individual Consultant using the ICS selection method to design, carry out a survey, and analyze data and report to assess public awareness of the importance of the Rio Conventions to catalyzing sustainable development. The contract value is <b>Twenty thousand United States dollars (\$20,000)</b> .
7	EOI NO. EPA/CCCD/CON/ICS/007/2020	Conduct individual interviews to improve environmental governance	This contract package is intended to procure the services of an Individual consultant through the ICS selection method to conduct individual interviews to gather additional inputs on national priorities and constraints for improved and sustained environmental governance. The contract value is <b>Fifteen thousand United States dollars (\$15,000)</b> .
8	EOI NO. EPA/CCCD/CON/ICS/008/2020	Develop a draft thematic assessments of the challenges and opportunities to meet obligations under Rio Convention	This contract package is intended to procure the services of an Individual consultant through the ICS selection method to draft thematic assessments of the challenges and opportunities to meet obligations under three Rio Conventions. The contract value is <b>Ten thousand United States dollars (\$10,000)</b> .
9	EOI NO. EPA/CCCD/CON/ICS/009/2020	Synthesize the findings and assessments of institutional and individual capacity development	This contract package is intended to procure the services of an Individual consultant through the ICS selection method to Synthesize the findings and assessments of output 4.1 into a synthesis of the systemic, institutional, and individual capacity development challenges, priorities, and opportunities to meet and sustain Rio Convention obligations within the framework of national sustainable development priorities. This contract value for this contract package is <b>Ten thousand United States dollars (\$10,000)</b> .

Submitted By: Rebecca E. Doo/ Head of Procurement

6/02/20

11/06/20

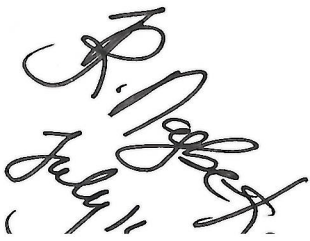


Environmental Protection Agency  
CCCCD Project- Procurement Plan Explanatory Notes  
Annual Year: 2020

Item No.	Contract package code	Contract Package	Content of Contract Package
10	EOI NO. EPA/CCCCD/CON/ICS/010/2020	Produce and distribute updated codes, laws and relevant text, pertaining to Rio Convention implementation	This contract is intended to procure the services of an Individual Consultant through the ICS selection method to produce and distribute updated codes, laws and relevant texts pertaining to Rio Convention implementation. The contract value for this package is <b>Ten thousand United States dollars (\$10,000).</b>
11	EOI NO. EPA/CCCCD/CON/ICS/011/2020	Hire Environmental knowledge management office	This contract is intended to procure the services of an Individual Consultant (Environmental Knowledge Management officer (Information Technologist). This is not a staff but rather a consultant on the project to administer, monitor, maintain, and network EKMS with institutions' information system Through the ICS selection method. The contract value for this package is <b>Six thousand United States dollars (\$6,000).</b>
12	EOI NO. EPA/CCCCD/CON/ICS/012/2020	Develop and validate guideline for coordinated monitoring and compliance	This contract is intended to procure the services of an Individual Consultant through the ICS selection method to draft and validate guidelines for coordinated monitoring and compliance. Recommend improved monitoring and compliance reforms based on learning-by-doing exercises to formulate best practices and guidelines. Develop quality control/validation procedures and identify responsible scientific and institutional correspondents

Submitted By:   
Rebecca E. Doo/ Head of Procurement

  
21/09/20

  
July 11