### 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 Executive Mansion Grounds, Capitol Hill, Monrovia, Liberia



Ref. PPCC/RL/CEO/0131/25'

January 21, 2025

Cllr. N. Oswald Tweh
MINISTER/ATTORNEY GENERAL

Ministry of Justice 14th Street Sinkor Monrovia, Liberia

Dear Cllr. Tweh:

### Subj: APPROVAL OF ANNUAL PROCUREMENT PLAN FOR THE FISCAL YEAR 2025

We present our compliments and wish to acknowledge receipt of your communication which sought the approval of the Commission for the Ministry of Justice (MoJ) Annual Procurement Plan. Following a thorough review, the Commission hereby approves the MoJ annual procurement plan for the fiscal year 2024 in accordance with **Section 40 (3)** of the PPCA, 2010. The Commission further informs the MoJ 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, quarterly 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 the Commission's full approval of a method on the procurement plan is deemed to be the approval of the Procuring Entity, and as such, the Procuring Entity will not be required to request the use of said approved method again.

The Public Procurement and Concessions Commission admonishes and deems it a priority that you remain primarily compliant 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, Sincer

Regulating Procurement Compliance for National Development



### REPUBLIC OF LIBERIA MINISTRY OF JUSTICE

14th Street, Sinkor P.O.Box 9015 1000 Monrovia, 10 Liberia



OFFICE OF THE MINISTER / ATTORNEY GENERAL

NOT/M-AG/MOJ/528/2025/RL

January 13, 2025

Hon. Bodger Scott Johnson Chief Executive Officer Public Procurement & Concessions Commission **Executive Mansion Grounds** Capitol Hill, Monrovia

### **Procurement Committee Members**

Dear Hon. Johnson:

We present our compliments and herewith submit the names and positions of the Procurement Committee Members of the Ministry of Justice Central for the 2025 Fiscal Year.

### They include:

- 1. Cllr. Cora Hare-Konuwa
- 2. Atty. Edrick F. Noah
- 3. Atty. Gabriel F. Ndupellar
- 4. Mr. Milton M. Gaye
- 5. Mr. Emmanuel N. Johnson
- 6. Ms. Benetta M. Karneh

Deputy Minister for Codification- Chairman

Assistant Minister for Admn. - Member

Assistant Minister for Corrections- Member

Comptroller- Member

Program Coordinator PPMU- Member

**Acting Procurement Director-Secretary** 

Kind regards.

Sincerely yours,

Clir. N. Oswald Tweh

Minister of Justice/ Attorney General, R. L.

John Suno 6/17/2025

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#### MINISTRY OF JUSTICE CENTRAL FINAL PROCURMENT PLAN ( SBA ) SOURCE OF FUNDING: GOL

**CALENDAR YEAR 2025** 

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PLANNED		IFB NO. MOJ/SBA/NCB/ 001/2025	Rice	G-4711	Assorted	600,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A	30-Dec-25	30-Dec-25
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PLANNED	2	IFB NO. MOJ/SBA/RFQ/ 2 001/2025	Cleaning Materials	G- 4773	Assorted	10,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
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ACTUAL	-			<b>†</b>														
PLANNED	3	IFB NO. MOJ/SBA/RB/0 3 01/2025	Scratch Cards	J-6190	2100 pcs	10,500	RB	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	18-Feb-25	25-Feb-25	7-Mar-25	N/A	30-Dec-25	30-Dec-25
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		Suh	  - Total	+		620,500	+-											

SIGNED:

Benetta M. Karneh
Acting Procurement Director / MoJ

APPROVED:

Cllr. N. Oswald Tweh

Minister of Justice /Attorney General

DATE: 01/16/25

Procurement Sold Processions Contractions Co

1/21/25

### MINISTRY OF JUSTICE CENTRAL FINAL PROCURMENT PLAN (SBA)

#### SOURCE OF FUNDING: GOL CALENDAR YEAR 2025

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PLANNED		IFB NO. MOJ/SBA/RFQ/ 002/2025	Air Ticket	N-7911	1 firm	9,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
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ACTUAL																		
PLANNED	5	IFB NO. MOJ/SBA/RB/0 02/2025	Petroleum Product (Disel & Gasoline)	G- 4661	29,923.2 Gals. @3.91	117,000	RB	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	18-Feb-25	25-Feb-25	7-Mar-25	N/A	30-Dec-25	30-Dec-25
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ACTUAL																		
PLANNED	6	IFB NO. MOJ/SBA/RFQ/ 5 003/2025	Printing & Binding Services	C-1812	1 Firm	10,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
UPDATE							-		<del> </del>			-	<del>                                     </del>	<del> </del>	-			
ACTUAL				-			-			-	-			-		1		
PLANNED		IFB NO. MOJ/SBA/RFQ/ 7 004/2025	Publication Services	J-5813	2 Firms	3,000	RFQ	9-Jan-25	16-Jan-25	21-Jan-25	28-Jan-25	4-Feb-25	12-Feb-25	19-Feb-25	1-Mar-25	N/A	30-Dec-25	30-Dec-25
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ACTUAL																		
			Sub-Total			139,000	-	ļ		-	-		-		-			-
	-		Grand Total	1		759,500												

SIGNED:\_

Benetta M. Karneh Acting Procurement Director /MoJ APPROVED:

Cllr. N. Oswald Tweh

Minister of Justice / Attorney General

(	CONTRACT PACKAGE CODE	Contract Package	Content of Contract Package	Amount
1	IFB No: MOJ/SBA/NCB/001/2025	Food Stuffs	This contract package is from the budget line Food & Catering Services, and it is intended to	
			Procure rice and other assorted food items for inmates in the sixteen (16) prison facilities around	
			the country	
			Rice 502,000.00	
			Assorted food items (Soup kind) 98,000.00	
				600,000.
2	IFB No: MOJ/SBA/RFQ/001/2025	Cleaning Material	This package is intended to procure Cleaning Materials as : chlorax, detol, sanitizer, brums, tie soap,	
			tissues, nakpins et for the Ministry of Justice Central	10,000.
3	IFB. No. MOJ/SBA/RB/001/2025	Scratch Cards	This contract package comes from the budget line Telecommunication and it is intended to	
			procure stratch Cards for the Ministry of Justice Central	10,500.
	4 IFB: NO. MOJ/RFQ/002/2025	Air Ticket	This contract package is from the budgetline foreign means of travel and it is intended to	
			procure air Ticke for foreign travel	9,000
-	SIFB NO.MOJ/SBA/RB/002/2025	Petroleum product (Diesel & Gas	This contract package is intended to procure fuel coupons for vehicles and generators @ the	
-			cost of USD \$3.91for the Ministry of Justice Central. This price is subject to change base on the	
			Ministry of Commerce price circular.	117,0
-	6 IFB NO.MOJ/SBA/RFQ/003/2025	Printing & Binding Services	This contract package is from the budget line Printing, Binding, Publication & it is intended to	
	11 5 110103/35/4 2 000/2020		print and bind work relating to the Ministry of Justice central	10,000
-	7 IFB No: MOJ/SBA/RFQ/004/2025	Publication Services	This contract package is from the budget line Printing, Binding, Publication & it is intended to	
	11 B 110. 11103/35/411 Q 30 1/2020		publish IFQ, REOI, IPQ for the Ministry of Justice central	3,000.
	8 N/A	Electricity	This package is intended to pay LEC to supply Electricity to the Ministry of Justice Central	10,000.
	9 N/A	Waer & Sewer	This package is also intended to pay Water & Sewer to supply pipe borne water to MOJ central	10,000
	0 N/A	Internet Services	This contract package is from the budgetline internet provider, and it is intended to pay the	
_			internet services to be provided by LIBTELCO	7,000.
	Grand Total			786,500.

SIGNED:

Benetta M. Karneh
ACTING PROCURMENT DIRECTOR (MOJ)

DATE: 01/16/25

## MINISTRY OF JUSTICE CENTRAL FINAL CONSULTANCY PROCUREMENT PLAN (CORE BUDGET)

SOURCE OF FUNDING: GOL FOR FISCAL YEAR 2025

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-		3 ]	-								1	IMPLEMENTATION DATES									
			BAS	IC DATA			REQUEST FOR EXPRESSION OF INTEREST, IF APPLICABLE						REQUEST FOR PROPOSALS AND APPROVAL OF AWARD								
	ITEM	PACKAGE NUMBER (CODE)	CONSULTANC	NO. OF	EST. COST	ON		PUBLICATION	REOI CLOSING/OPE NING	SUBMISSION OF	EVALUATIO N REPORT/S	SUBMISSION OF RFP	APPROVAL- FINAL TOR/RFP	INVITATION ON OF PROPOSALS	PROPOSAL SUBMISSION	EVALUATION	COMBINED EVALUATION	CONTRACT AWARD & SIGNING			
PLANNED	1	IFB NO. MOJ/RFP/0 01/2025	Legal Services	Individuals	300,000	QCBS	15-Jan-25	22-Jan-25	12-Feb-25	22-Feb-25	4-Mar-25	19-Mar-25	29-Mar-25	8-Apr-25	28-Apr-25	18-May-25	28-May-25	7-Jun-25			
UPDATE										-											
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		ТО	TAL		300,000																

SIGNED:

Benetta M. Karneh

Acting Procurement Director /MoJ

APPROVED:

Cllr. N. Oswald Tweh

Minister of Justice / Attorney General

DATE: 01/16/25

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# MINISTRY OF JUSTICE CENTRAL CONSULTANCY PROCUREMENT PLAN ( CORE BUDGET) SOURCE OF FUNDING: GOL FOR FISCAL YEAR 2025

	CONTRACT PACKAGE CODE	Contract Package	Content of Contract Package	Amount
No	RFP NO. MOJ/QCBS/001/2025	Legal Services	This Contract package is from the budget line other legal	
1	KFF No. Wos/ Qebs/ 601/ 2025		fees and it is intended to procure individuals that will	
	*		provide legal services for the Ministry of Justice.	
		TOTAL	1000	300,000.00

SIGNED:

Benetta M. Karneh

ACTING PROCURMENT DIRECTOR (MOJ)

DATE: 01/16/25

1/21/25

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### MINISTRY OF JUSTICE CENTRAL FINAL PROCURMENT PLAN (NON SBA )

### SOURCE OF FUNDING: GOL

### **CALENDAR YEAR 2025**

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	IFB NO. MOJ/NCB/	of Office	1 firm	200,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A
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JAL											<b> </b>			
		R & M Non- Residential Buildings	1 firm	750,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A
ATE														
JAL														
6	IFB NO. MOJ/SS/ 001/2025	Office Building Lease	1 firm	254,000	SS	5-Dec-24	13-Dec-24	19-Dec-24	23-Dec-24	20-Jan-25	27-Jan-25	1-Feb-25	10-Feb-25	N/A
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	Sub Total			1,204,000										
	Grand Total			1,405,000				L						
	4 ATE JAL 5 ATE JAL 6 ATE	PACKAGE NUMBER (CODE)  IFB NO. MOJ/NCB/ 4 004/2025  ATE  JAL  IFB NO. MOJ/NCB/ 5 005/2025  ATE  JAL  IFB NO. MOJ/SS/ 6 001/2025  ATE  JAL  Sub Total	PACKAGE NUMBER (CONT. PACKAGE  IFB NO. MOJ/NCB/ 4 004/2025  ATE  JAL  IFB NO. MOJ/NCB/ 5 005/2025  ATE  JAL  IFB NO. MOJ/NCB/ 6 001/2025  ATE  JAL  Sub Total	PACKAGE NUMBER (CODE)  ITEM (CODE)  IFB NO. MOJ/NCB/ of Office Buildings  ATE  JAL  IFB NO. MOJ/NCB/ Residential Buildings  ATE  JAL  IFB NO. MOJ/SS/ Office Building Lease  ATE  JAL  Sub Total	PACKAGE NUMBER (CODE)	TEM   PACKAGE NUMBER (CONT.   PACKAGE   QTY   EST. COST (USD)   PRO. MTD	TECH.   SPECS/BOQ/DRAWING   STECH.   SPECS/BOQ/DRAWING   SPECS/B	TECH.   SPECS/BOQ/   PREP. OF BID   DOCUMENT	TECH   PACKAGE NUMBER   CONT.   PACKAGE   QTY   EST. COST (USD)   PRO. MTD   PRO. MTD	TECH   PACKAGE NUMBER (CODE)   PACKAGE   QTY   EST. COST (USD)   PRO. MTD   PRO. MTD	Tech   Specific Cont   Cont	Text   Text	Tech   Special Code   Special Code	TIEM   PACKAGE NUMBER   CONT. PACKAGE   CONTENTION OF SIDE   CONTENTIO

SIGNED:\_

Benetta M. Karneh

ACTING PROCURMENT DIRECTOR (MOJ)

APPROVED:

Cllr. N. Oswald Tweh

Minister of Justice / Attorney General

DATE: 01/16/25

DIRECTOR

ions Com

### MINISTRY OF JUSTICE CENTRAL

### FINAL PROCURMENT PLAN ( NON SBA )

SOURCE OF FUNDING: GOL

### **CALENDAR YEAR 2025**

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	ITEM	PACKAGE NUMBER (CODE)	CONT. PACKAGE	QTY	EST. COST (USD)	PRO. MTD	TECH. SPECS/BOQ/ DRAWING	PREP: OF BID DOCUMENT	APPROVAL- BID DOC/TEC SPECS	INVITATION & RELEASE OF BID DOC	BID SUBMISSIO N/PUBLIC OPENING	SUBMISSION OF BID EVALUATION REPORT	APPROVAL-	CONTRACT AWARD & SIGNING	ADVANCE PAYMENT(MOBIL IZATION)
PLAN	1	IFB NO. MOJ/NCB/ 001/2025	Stationery	Assorted	66,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A
UPDA	TE														
ACTU	AL														
PLA	2	IFB NO. MOJ/NCB/ 002/2025	Vehicles Repair & Maintenance	1 Firm	15,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A
UPD	ATE						<b></b>			-			-		
ACT															
PLAN		IFB NO. MOJ/NCB/ 3 003/2025	Drugs & Medical Consumables	Assorted	120,000	NCB	30-Dec-24	7-Jan-25	13-Jan-25	17-Jan-25	14-Feb-25	21-Feb-25	26-Feb-25	7-Mar-25	N/A
UPDA			-	<del>                                     </del>											
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SIGNED:

Benetta M. Karneh

Acting PROCURMENT DIRECTOR (MOJ)

APPROVED:

Cllr. N. Oswald Tweh

Minister of Justice / Attorney General

DATE: 01/16/25

### MINISTRY OF JUSTICE CENTRAL FINAL PROCURMENT PLAN (NON SBA) SOURCE OF FUNDING: GOL

### **CALENDAR YEAR 2025**

	C P harra	Content of Contract Package	Amount
No CONTRACT PACKAGE CODE	Contract Package	This contract package is intended to procure the below stationery items such as	
1 IFB No. MOJ/NCB/001/2025	Stationery	A4 and Legal Sheets, Folders, Calculators, Box files, Cartdriges, etc for the Ministry.	66,000
10005	Vehicles Repair &	This contract package is intended to procure the services of a bidder that will	
2 IFB. No. MOJ/NCB/002/2025	Maintenance Services	provide repair & maintenance services as well as spare parts for vehicles of the	
	Ivianite nance services	Ministry of Justice Central	15,000.00
	Drugs & Medical Consumables	This contract package is intended to procure Drugs & Medical consumables for	
3 IFB. No. MOJ/NCB/003/2025	Diago a mo	inmates in the sixteen (16) prison facilities around the country such as Injectables,	120,000
		tablets, reagents, etc	120,000
4 IFB: NO. MOJ/NCB/004/2025	Constructions of Office Buildings	This contract package is intended to procure the services of Construction firm	
4 IFB: NO. MOJ/NCB/004/2023		that will Construct the MoJ Complex	
5 IFB: NO. MOJ/NCB/005/2025	R & M Non- Residential Bldgs (Prisons)	This contract package is intended to procure the services of Construction firm that will repair and maintain the prison compounds across the country  Lot 1: Chessmanburg Prison	750,000.00
	1	This contract package comes from the budget line Building Rental/Lease and it is	
6 IFB: NO. MOJ/SS/001/2025	Office Building Lease	intended to rent/ Lease a building to be used as office for the Ministry of Justice	254,000.00
7 N/A	Other Rental & Lease	This contract package is intended to rent/ Lease a building for the Technical Center of Excellence	100,000.00
			4
Grand total			1,505,000.00

SIGNED:

Benetta M. Karneh

DATE:01 16 25